

**Holderness Select Board  
Meeting Minutes  
February 4, 2019**

**Select Board Members Present:** Jill White, Chair, Woodie Laverack, Vice Chair, Shelagh Connelly and Sam Brickley

**Others Present:** Town Administrator- Michael Capone, Road Agent, Kevin Coburn and Transfer Station Supervisor, Scott Davis.

**Call to Order:** The meeting was called to order at 4:30 PM

**Payroll & Payables:** Reviewed and discussed.

**Pledge of Allegiance:** at 5:00 PM Ms. White led those present in the Pledge of Allegiance.

**Approval and Signing of Payroll and Payable Checks:** Ms. Connelly moved, with a second from Mr. Laverack to approve the payroll and accounts payable manifests and to issue checks accordingly. The motion passed by a vote of 4-0.

**Approval of meeting minutes:** Mr. Laverack moved, with a second from Ms. Connelly to approve the minutes of the January 22, 2019 meeting as written. The motion was passed by a vote of 4-0.

**Consent Agenda/Signature File:**

Certification of Yield Taxes Assessed Map 246 Lot 026

Ms. Connelly moved with a second from Mr. Laverack to approve the consent agenda as presented. The Board voted 4-0 in favor of the motion.

**Department Head Visits: Scott Davis-Transfer Station** – Scott mentioned that the Transfer station activity was slowing down slightly for the winter. The recycled oil usage for heating the building was running on par with last year. Scott was expecting another load of metal to be going out this week. He also mentioned that they had to repair a bearing on the backhoe. He noted that the new pricing for disposing of Construction and demolition debris was now in effect and folks understood the need for the increases.

The Town Administrator mentioned that he would be attending a regional meeting on the topic of glass recycling, an issue that he and Scott had discussed at length. Options are under consideration for how to deal with the changes in the recycling markets and given that glass accounts for twenty percent of the tonnage, it seems like the best place to start.

The Board thanked Scott for attending the meeting.

**Kevin Coburn- Highway** – Kevin mentioned that it has been a busy winter. There have been more storms this year where the crew has had to work long shifts due to the duration of the storms. The crew removed excess snow from the Downtown area last week and are working to manage some of the high

snowbanks along the roadways by pushing them back with plow wings and/or the grader. Kevin mentioned that Dean, Denny and Justin have been doing a great job at staying ahead of the storms. He also mentioned that the equipment has been holding up well lately which helps the crew to stay on top of things. The Town Administrator mentioned that he had received a number of favorable comments from residents with regard to how well maintained the Town roads are.

The Board thanked Kevin for attending the meeting and asked that he pass along their thanks to the crew.

**New Business: February 6, 2019 Budget Hearing-** The Town Administrator asked if there were any questions on the presentation materials, he had provided to Board Members. There were none. Ms. White indicated that she would present the Board's portion of the materials. The Town Administrator mentioned that he would have draft copies of the warrant and detailed copies of the budget available for attendees. He also mentioned that Department Heads have been asked to attend in case there are any questions for them.

**Old Business: 2019-2020 Budget- outstanding issues** – The Board reviewed the balance of the budget/Town Meeting schedule and discussed the remaining open items for the Town Report.

**Public Participation:** None

#### **Town Administrator's Report to the Select Board February 4, 2019**

Meetings- February 6, Budget Hearing, Holderness Central School – 6:30PM  
February 11, Holderness School - 8:30AM  
February 15, NHMMA Meeting, Concord 12 Noon

1. I have forwarded some material with regard to Huckins Hill Road to Counsel for their review and comment. Still reviewing deeds for possible insights into how the road was established and some of its history.
2. Working with Wendy and the Recreation Committee on some revised rules and regulations for the beach. May need to bring it to the Board at some point.
3. Attended a presentation at PSU sponsored by the Central NH Chamber of Commerce. Vicki Cimino, the Director of Travel and Tourism Development for the NH Department of Business and Economic Affairs, spoke about efforts to improve travel and tourism in NH. It was an interesting and informative discussion.
4. I have forwarded our completed Personnel Policy Audit to Primex for their review and comment. They will get back to us in a month or so to schedule a meeting to discuss possible changes/updates. Amy and I have been discussing other possible changes that we will review with them as well. Will keep you posted as to our progress.
5. I have been contacted by PSU to discuss sidewalk maintenance on North River Street. I plan to inform them that our winter maintenance policy allows for maintenance only as time and resources

permit and remind them that, based on discussions held during the planning for the AllWell center, it was our understanding that students would access the building through the walkways between the athletic fields and not use North River Street.

6. Kevin loaned our 2011 pickup to Center Harbor as they had a vehicle go down and needed something with which to plow and sand.

7. There are a number of bills being introduced in Concord that deal with school funding. Among them are bills that may restart the discussion with regard to bringing back donor towns. This would have an impact on our budget. I will be participating in a conference call tomorrow among other donor towns as to how best to monitor this situation and address it if necessary. Also plan to contact our Representatives and Senator to urge their support of the Towns position on the bills that do come up.

Board Member Reports: Ms. Connelly mentioned that the Coaches Classic Ski Race held at the Holderness School last weekend went very well. There were over 600 participants. She also noted that the Conservation Commission has been working with the SLA AmeriCorps folks on some trail work at the Pilote property and the Town Forest.

Mr. Brickley mentioned that the SAU had secured a bond at 2.2% for the renovations to the High School. He will make a payment schedule available to the Town Administrator.

Mr. Laverack mentioned that he would like to be notified when there are road closures due to flooding. The Town Administrator will be certain to notify the Board in the future.

With no further business to come before the Board, Mr. Brickley made a motion to adjourn the meeting at 6:15PM. Mr. Laverack provided a second. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator