

**Holderness Select Board
Meeting Minutes
September 16, 2019**

Select Board Members Present: Chair, Jill White, Vice Chair, Woodie Laverack, Peter Francesco and Kelly Schwaner.

Others Present: Town Administrator- Michael Capone

Call to Order: The meeting was called to order at 5:00 PM in the first-floor conference room.

Payroll & Payables: Reviewed and discussed.

Consent Agenda Items and Correspondence Reviewed:

Approval and Signing of Payroll and Payable Checks: Mr. Francesco made a motion, with a second from Mr. Laverack to approve the payroll and accounts payable manifests and to issue checks accordingly. The Board voted 4-0 in favor of the motion.

Approval of the Public Meeting Minutes of September 3, 2019: Mr. Francesco noted a minor grammatical correction. Mr. Francesco made a motion to approve the public meeting minutes of September 3, 2019 as amended, with a second from Mr. Laverack. The Board voted 4-0 in favor of the motion.

Consent Agenda/ Signature File:

Sign MS-1

Sign Raffle Permit for SLA

Permission to move Trailer Map 245 Lot 039 Sub lot B07

Sign Recreation Board Appointment

Sign General Operating Fund Policy

Sign Certification of Yield Taxes Assessed Map 228 Lot 046

Sign Special Event Permit Map 220 Lot 002 SLA Ridge Race

Mr. Laverack made a motion to approve the consent agenda, with a second from Mr. Francesco. The Board voted 4-0 in favor of the motion.

New Business: Preliminary Budget Discussion 202-2021 – The Board reviewed and discussed the revised Budget Schedule. The Town Administrator noted that there were some new items to be considered for capital expenditures as discussed at previous board meetings. These include possible funding for sidewalk improvements and parking as well as some safety enhancements to the Highway Garage. The

Town Administrator noted that the Chair of the Library Trustees had contacted him with regard to some planned improvements at the Library including a walkway to the outside deck and storm windows.

The Town Administrator asked the Board to give some consideration as to what they would like to see in the way of funding for cost of living and merit increases. There may also be some discussion with regard to staffing levels within departments.

Old Business: Ms. White asked the Town Administrator to provide an update for the Board with regard to a recent visit to the Pemigewasset Fish and Game Club. The Town Administrator mentioned that he had visited the Club along with Ms. White and Mr. Francesco at the invitation of the Clubs Executive Committee. The invitation was in response to the Town Administrator's inquiry regarding activities at the Club. The Administrator, Ms. White and Mr. Francesco visited with members of the Executive Committee for about ninety minutes. During that time, the Executive Committee members provided some background with regard to the history of the club. They provided some information with regard to the extensive security measures in place at the club as well as the mandatory orientation/safety program provided to new members. They also spoke about some of their community outreach efforts including support for Boy Scout camping outings and Eagle Scout projects. In addition, they allow area NH Fish and Game Officers to use their facility for training.

The Board members spoke about the reclamation efforts they initiated with NHDES to deal with lead on the ranges and their efforts to keep the area around their property clean and safely maintained. They also mentioned that they have had nothing but good experiences in working with Town Departments and office staff. They recognize that some residents have concerns with the Club operating in its current location, but the club has been here since the 1940's and has always tried to be a good neighbor. They expressed concern with the vandalism and trespassing that has occurred despite their efforts to keep the area well posted and secure and asked to be notified if complaints were issued against the club. They instruct all of their members to be good neighbors and need to know if someone is not doing so.

Ms. White acknowledged that the Town had received complaints with regard to the club and as the enforcement authority within the Town had an obligation to look into them. Ms. White and Mr. Francesco both saw this visit as an opportunity to learn more about the club and how it operates in addition to hearing about and understanding any concerns the club may have. They appreciated the opportunity to begin a dialogue with the Club and were looking forward to continued communication.

Public Participation: None

Town Administrator's Report to the Select Board September 16, 2019

1. Based on the Boards suggestion that we further explore the possible 45 vehicle lot behind the post office, Jill and I met with Mike Vignale to discuss next steps. It was suggested that a more detailed plan of the site be developed prior to a discussion with NHDES regarding shoreland permits. I am in the process of seeking plans and/or contacts to develop the necessary plan.
2. I did enter into a fuel purchase agreement with Dead River for propane and heating oil for the 2019-2020 heating season. The pricing is 1.189 for propane and 2.289 for heating oil. These prices are lower than last season by 30% and 17% respectively. We are also looking into changing the library system over to Dead River from Eastern Propane which will result in lower operating costs for the that facility as well.

3. The new Police Cruiser will be in service on September 25th.
4. Received some information from the State with regard to Road Standards. This information has been compared to the proposed standards currently in draft format. From a comparison of the two documents it would appear that the State material provides the basic framework for the document now under consideration. The State material will be forwarded to Mr. Francesco for his review with the goal of possibly approving the draft document at the September 30th Board meeting.
5. Kevin and I had a follow up meeting with regard to the Highway discussion topics from the last board meeting and have started reaching out to possible suppliers as well as developing bid documents as necessary. *Mr. Francesco inquired if any of the Safety improvements proposed would have an impact on the insurance premiums we currently pay. The Town Administrator will follow up on the inquiry.*
6. There were no appeals filed at the BTLA against abatements issued from the last Revaluation. There were two appeals filed at Superior Court.
7. There have been a number of conversations with both Town Counsel and the Town Assessors regarding taxation of the Fairpoint Right of Ways (ROW). This has been the subject of ongoing litigation between the utility and communities State wide and has also been the subject of legislation to develop a methodology for properly assessing poles and conduits. To that end, Counsel has suggested that we remove the value associated with Rights of Way. *The Board was in agreement with the recommendation of Counsel.*

Board Member Reports: Mr. Francesco noted that the Planning Board decision of case #19-5-11 from their meeting of July 16, 2019, had been vacated (overturned) by the Zoning Board of Adjustment upon appeal.

Ms. White mentioned that she had been in conversation with Principal Sampson of the Holderness Central School (HCS) and he had indicated that he would like the school to be more of a community resource. He also felt that the school would be willing to participate in discussions with regard to the Town Master Plan and conversations with regard to workforce housing.

Ms. White also mentioned that she had been contacted by a resident who inquired about the process for selecting Planning Board members as well as the training they receive.

Ms. Schwaner mentioned that she had attended the ribbon cutting ceremony for the Blue Heron School last Saturday. The event was well attended and the facility is very impressive. It will be a good addition to the educational community.

With no further business to come before the Board, Mr. Francesco moved, with a second from Mr. Laverack, to adjourn the meeting at 6:46PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator