

**Holderness Select Board
Meeting Minutes
September 30, 2019**

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

Others Present: Town Administrator- Michael Capone, Police Chief, Jake Patridge, Fire Chief, Eleanor Mardin

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:

Non-Public Session: RSA 91A: 3, II (a, b)

At 5:30 PM, Mr. Brickley made a motion to go into non-public session under RSA 91A:3, II (a, b). The motion was seconded by Mr. Francesco. The motion was approved 5-0 by a roll call vote.
Mr. Laverack -Yes, Mr. Francesco – Yes, Mr. Brickley – Yes, Ms. Schwaner-Yes, Ms. White-Yes

At 6:02 PM, Mr. Francesco made a motion to seal the minutes of the non-public session stating that to not seal them would render the non-public session ineffective. The motion was seconded by Mr. Laverack. The motion was approved 5-0 by a roll call vote.

Mr. Laverack -Yes, Mr. Francesco – Yes, Mr. Brickley – Yes, Ms. Schwaner-Yes, Ms. White – Yes

New Business: Fire Chief, Eleanor Mardin – Fire Chief, Eleanor Mardin was present for her quarterly visit with the Board. She mentioned that the department had responded to 277 calls to date and were particularly busy in July when they handled 51 calls. All of the department vehicles had been inspected and any necessary repairs performed.

The Chief mentioned that the Firewards had proposed a wage increase for positions within the department. It was mentioned that these rates had not been reviewed in more than a decade and the Firewards wanted to be certain that the call rates paid to Department members were consistent with other area departments. The Firewards indicated in their request that the Chief does have the authority to expend funds for items in an approved budget.

The Board questioned whether there were sufficient funds in the current operating budget to support the proposed increases. The Chief indicated that it appears there is, but she will have to monitor department spending on other budget lines to be certain she can meet the payroll obligations.

The Chief also asked if the Board would consider having the Town formally adopt building codes and the latest life safety codes. This would help her in her role as compliance officer. There was some discussion with regard to how best to address the matter of compliance to be certain that folks adhere to the regulations pertaining to land use permits. The Chief mentioned that she realized there would

have to be more discussion on this topic depending on how the Town chooses to address the matter going forward.

The Board thanked Chief Mardin for attending the meeting.

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 5-0 in favor of the motion.

Approval of the Public Meeting Minutes of September 16, 2019: Mr. Laverack made a motion to approve the public meeting minutes of September 16, 2019 as written, with a second from Mr. Brickley. The Board voted 5-0 in favor of the motion.

Consent Agenda/ Signature File:

MS535

Intent to Cut-Map 210 Lot 021

Certification of Yield Tax Assessed Map 228- Lot 045

Mr. Laverack made a motion to approve the consent agenda, with a second from Mr. Brickley. The Board voted 5-0 in favor of the motion.

Old Business: Road Standards – a copy of the current draft of the road standards including comments from legal counsel was distributed to Board members. Ms. White asked everyone to review the draft document and be prepared to discuss it at the next Board meeting.

Public Participation: None

Mr. Francesco and Mr. Laverack left the meeting at 7:00PM

**Town Administrator's Report to the Select Board
September 30, 2019**

Meetings: October 7: Department Head Meeting 11AM

October 7: Grafton County Regional Development Annual Meeting 5PM, Lebanon

1. I have contacted John March of Mountain Mapping to see what information he has on the Town lot adjacent to Curry Place. I am hoping he has enough data from his previous surveys to provide the detail necessary on the Town owned parcel so we can use it for permitting and quoting should the project go forward.

2. The Planning Board granted conditional approval for a subdivision off Route 175 that will require a road bond be obtained by the applicant. Information with regard to the bond process has been forwarded to the applicant.
3. A Planning Board decision has been appealed to the ZBA. The information has been forwarded to legal counsel for review and comment.

Board Member Reports: None

With no further business to come before the Board, Mr. Brickley moved, with a second from Ms. Schwaner, to adjourn the meeting at 7:30PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator