

**Holderness Select Board
Meeting Minutes
April 24, 2023**

Select Board Members Present: Chair, Jill White, Peter Francesco and Kelly Schwaner

Others Present: Town Administrator, Michael Capone, Recreation Director, Wendy Werner

Call to Order: The meeting was called to order at 5:00PM in the Town Office second floor meeting room.

Correspondence Items: Reviewed by the Board members. Individual members reviewed the payroll and accounts payable manifests as well as the items in the consent agenda.

5:30PM Agenda Items: in the Town Office second floor meeting room.

Department Head Visit-Recreation Director, Wendy Werner- Ms. Werner was present to provide an update on Recreation Department activity. She reviewed all of the programs currently underway or recently completed. It was noted that the Holderness Central School has been most accommodating allowing their facilities to be used for Basketball, Volleyball, Badminton, Pickle Ball, and Tennis. These programs have participation well in excess of 100 people.

Programs at the Town Office include Tai Chi, Yoga, CPR training, writing programs, Basket making, Painting Classes, Early morning exercise classes well as OHRV and Safe-sitter workshops. There was also the annual easter egg trail hunt held in conjunction with the Conservation Commission.

The SummerEscape program is filling up rapidly. There are currently five of the six weeks completely full with a waitlist. With the change in the school closing date, a few extra days may be added to the program.

Presently looking to hire additional staff as well as swim instructors and beach attendants. Participated in a job fair at Plymouth Regional High School seeking applicants for the open positions.

Recreation Board Member, Nate Fuller has secured 3 sponsors so far for the Summer Concerts program and is seeking more sponsorship.

The Board thanked Ms. Werner for her tireless efforts in putting together such diverse and successful programming that serves all age groups in Town. These programs are a tremendous asset to our community.

Ms. Werner acknowledged the support of the Recreation Board and the Holderness Central School for the success of these programs as well.

Approval and Signing of Payroll and Payables Checks: Mr. Francesco made a motion to approve the payroll and accounts payable manifests and to issue checks accordingly. There was a second from Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion.

Approval of the Meeting Minutes of April 12, 2023: Ms. Schwaner made a motion to approve the meeting minutes of April 12, 2023 as written. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor approving the minutes as written.

Consent Agenda/ Signature file: Intent to cut Map 251 – 018

Certification of Yield Tax Assessed Map 251 – 018

Temporary sign request-Sandwich Fair

Reappointment Slip – Deputy Town Clerk

Mr. Francesco made a motion to approve the consent agenda as presented. There was a second from Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion.

New Business: 23-24 Projects – the Board deferred discussion to one of the May meetings.

Old Business- Memorial Day Program – Ms. White provided an update on the Memorial Day program that will include participation from the Dupuis Legion Post the Library Trustees and the Holderness Central School Band. Ms. Schwaner offered to help with planting flowers at the memorial on the library grounds.

Public Participation: None

Town Administrators Report

April 24, 2023

1. It is my understanding that Fiber is now being deployed in our area. I will be speaking with a representative from NH Broadband regarding implementation here at the Town office in place of our current cable. Pricing is the same per/month. Speed is faster. We can also consider a fiber-based phone system.
2. We received the final paperwork from our Fire Truck Vendor. They have supplied a W-9 and a performance bond. If you vote to have Jill or myself sign the sales invoice, we can mail the check out to the vendor to secure the lower price on the Engine. *Ms. Schwaner made a motion to authorize Ms. White to sign the final sales agreement on behalf of the Board. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.*
3. Have been reaching out to cleaning companies and have one possible vendor visiting on Monday to provide a quote. Others have either not responded or have declined to quote due to lack of staffing. We may have to do this on our own for a while.
4. The deed for the Conservation land approved for transfer to the Squam Lakes Conservation Society (SLCS) has been notarized and forwarded to the SLCS for recording.
5. Will be following up with Ted Vasant regarding the solar project at the public safety building this week.
6. We would like to replace our current security system at the Town Office. It has not been working for some time and given the dated technology, it would be less expensive to purchase new equipment than to upgrade/repair the existing equipment. This project could be funded with American Rescue Plan Act (ARPA) money. *Ms. Schwaner made a motion to authorize the purchase with existing ARPA funds. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.*

7. We expect repairs to the Transfer Station building to begin in early May. We are also getting a quote for repairing the section of fencing damaged by a falling tree.
8. Expecting some quotes to replace the "Welcome to Holderness" signs at their 5 existing locations. Have also contacted Rockywold-Deephaven Camps to see if they would like to do them again. They donated the original signs in 1995.
9. Am presently reviewing some correspondence received from our assessors with regard to not-for-profit exemptions. Will provide more detail once the review is complete.
10. The State will be doing maintenance and paving work on the section of Route 3 between the intersection of Route 175 and Grapevine Cove Road over the next two weeks. There may be intermittent traffic delays.
11. We have received our first billing from Counsel for the lawsuit the State has files against 3M corporation. We were charged a prorated share of \$13,162.10 in legal fees for the Towns represented by Counsel. Our expense was \$376.06. We should anticipate more bills for additional expenses incurred for this lawsuit.
12. The Highway department will be switching to their "summer" schedule beginning May 1st. They will work four ten-hour days. Emergency coverage will be available of Fridays if needed.

Board Member Reports: Mr. Francesco mentioned that he attended "Seussical, the Musical" at the Holderness Central School. The students put on a wonderful show!

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Ms. Schwaner, to adjourn the meeting at 6:25PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator