

**Holderness Select Board
Meeting Minutes
June 5, 2023**

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

Others Present: Town Administrator, Michael Capone, Fire Chief, Jeremy Bonan, Town Clerk/Tax Collector, Ellen King.

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.

Town Clerk/Tax Collector – Ellen King – Ellen was present to review properties for potential tax deeding. She anticipated payments to arrive in time to avoid deeding any of the properties. The Board did sign a deed waiver for the property on Map 210 Lot 003 subplot 056.

Department Head Visit- Fire Chief, Jeremy Bonan – Chief Bonan was present to provide a department update. He briefly reviewed a compliance issue with the Board. He mentioned the department has answered 160 calls to date an increase of 25 calls over last year. Most of the calls are medical including lift assists.

The Chief reviewed per diem staffing plans and an anticipated increase to call wages. He also discussed his plans for hose testing.

The Board thanked Chief Bonan for the update and asked that he extend the Boards appreciation for the contributions of department members.

Approval and Signing of Payroll and Payables Checks: Mr. Laverack 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 4-0 in favor of the motion.

Approval of the Meeting Minutes of May 22, 2023: Ms. Schwaner made a motion to approve the meeting minutes of May 22, 2023 as written. Mr. Laverack provided a second. There being no further discussion, the Board voted 4-0 in favor approving the minutes as written.

Consent Agenda/ Signature file: Abatement Response Map 102 Lot 053 and Map 102-Lot 054
Special Event Application Map 236 Lot 001
Intent to Cut Map 216 Lot 002
Certification of Yield Tax Assessed Map 216 Lot 002

Mr. Brickley made a motion to approve the consent agenda as presented. There was a second from Mr. Laverack. There being no further discussion, the Board voted 4-0 in favor of the motion.

New Business: Review and signing of Agreement for Cyclical Revaluation of Assessed Values:

The Town Administrator had provided a copy of the agreement for the Board to review in advance of the meeting. Mr. Brickley made a motion to sign the agreement and forward it to our assessors for counter signature. Ms. Schwaner provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.

Old Business: Tax Exempt Property Review: The Board reviewed the documentation provided by the Holderness School regarding the late submission of their A-9 form. Mr. Brickley made a motion to approve the exemption given the paperwork submitted satisfied the Board, pursuant to RSA 72:23-c, that the Association was prevented by accident, mistake or misfortune from filing the form prior to April 15th. Ms. Schwaner provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.

The Board also reviewed the documentation provided by the Church Yard Cemetery Association regarding the late submission of their A-9 form. Mr. Brickley made a motion to approve the exemption given the paperwork submitted satisfied the Board, pursuant to RSA 72:23-c, that the Association was prevented by accident, mistake or misfortune from filing the form prior to April 15th. Ms. Schwaner provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.

The Board reviewed and discussed information provided regarding a possible change in status for the Squam Valley Masonic Lodge and took no action to the contrary.

Town Administrators Report

June 5, 2023

1. It appears the deadline to submit the concept paper for the US Department of Energy's Energy Efficiency and Conservation Block Grant (EECBG) Program is Monday, June 5. Lisetta Silvestri will be attending a future meeting to update us on the program.
2. Still working on the request for an updated sewer ordinance from NHDES. The deadline for the update is June 23rd.
3. Have also been contacted by NHDES regarding a past due post closure report for the landfill. I find the request rather curious as I have never been contacted regarding this or filed a post

closure report in all of my time here. I am in conversation with NHDES in an effort to better understand what they are looking for. Stay tuned.

4. Given that the two cleaning quotes I have been able to obtain are roughly 73% to 132% higher than what we currently have budgeted, I am considering the option of going to cleanings every other week. That way we can stay somewhat within the budget for the upcoming fiscal year and evaluate whether this type of cleaning schedule will work for us. The one challenge will be the upkeep of the public restroom at the library.

5. Decided to hold off on the electric aggregation quote for now. Upon further discussion with the provider there were too many variables in play to feel comfortable with executing an agreement that would guarantee the savings necessary to offset the effort. Will use the initial data as a baseline, continue to monitor market pricing and may consider aggregation at another time.

6. Had contacted the contractor a few weeks back regarding the painting for Town Hall. He was going to get back to me, but have not heard a thing since. Will contact him when I get back. Have begun removing the old shutters on the building and will order the new ones when I return. Want to recheck my measurements one more time. Trying to preserve the existing hardware, but is might not be possible.

Public Participation: None

Board Member Reports: None

Adjournment: With no further business to come before the Board, Ms. Schwaner moved, with a second from Mr. Brickley, to adjourn the meeting at 7:17PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator