

**Holderness Select Board
Meeting Minutes
July 3, 2023**

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

Others Present: Town Administrator, Michael Capone, Police Chief, Erik DiFilippe.

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

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 second-floor meeting room of the Town Office.

Department Head Visit- Police Chief, Erik DiFilippe – Chief DiFilippe was present to provide the Board with an update on department activity. He mentioned that the Holderness School was going to pay the **full cost** of a new Police Pickup for use by their School Resource Officer. This vehicle would be made available for use by the Holderness Police Department when necessary.

Chief DiFilippe provided an update on the possible impact to the department from there being no State presence on weekends at the boat launch on Route 113. He also provided an update on other department call activity noting that while the numbers overall were down slightly, the types of cases being handled by the department were more complex requiring more time to report and resolve.

The Chief also mentioned that he had applied for another round of highway safety grant funding that could provide additional funds for traffic safety details and equipment.

The Board thanked Chief DiFilippe for attending the meeting.

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 June 20, 2023: Mr. Francesco made a motion to approve the meeting minutes of June 20, 2023 as written. Ms. Schwaner provided a second. Ms. Schwaner noted a typo in the adjournment section of the minutes. The Town Administrator noted that he had already corrected it. There being no further discussion, the Board voted 3-0 in favor of approving the minutes as amended.

Consent Agenda/ Signature file: Intent to Cut Map 255 Lot 015

State Forest Land Reimbursement
PA-28 Utilization Form

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

New Business: 22-23 Fiscal Year End Budget Discussion/Action Items: The Board briefly reviewed the year-to-date budget numbers and concluded that no additional action was required on their part at this time.

Old Business: Tuition Reimbursement Policy: In the absence of a full Board, those present deferred final action on the policy until the July 17th meeting.

Public Participation: None

Town Administrators Report

July 3, 2023

1. Spoke with Tom Stepp regarding a 2023 update he prepared for inclusion with the 2012 Center Harbor perambulation report. We also discussed perambulation of the Campton line. Tom would be interested in assisting with that project and would be available to discuss with the Board in more detail at their convenience.
2. Have been reviewing information regarding an option to the dental plan we offer to employees. It would provide an additional benefit of \$1000 bringing the total plan coverage to \$2000 for covered services. With employee contributions considered, the program could be offered for a total increase in premium of under \$950/year. Have **attached** some material for your review. *Those present discussed this briefly and deferred action for the full Board to consider at a future meeting.*
3. We received our revised Transfer Station Facility operating permit from the State.
4. Ken Evans and Mike Carrier of the Plymouth Rotary Club and Meghan Theriault, Director of Public Works in Gilford will be joining us at the July 17th meeting to present information regarding a new recycling project the Plymouth Rotary Club is working on with the Towns of Holderness, Campton and Plymouth to dispose of #6 Foam in a more environmentally friendly way. They have been running this program on a limited basis for the past few months, and are looking to expand it. *The Town Administrator mentioned that he had just learned that Transfer Station Supervisor, Scott Davis, would not be available for the meeting on the 17th. The Board asked the Town Administrator to contact Mr. Evans to request that he reschedule for a meeting when Scott would be available.*
5. Thanks to the efforts of the Highway Department, the flags are up on the poles downtown. We might do a few tweaks as necessary, but want to see how they are received. Will look at banners next.

