

**Holderness Select Board
Meeting Minutes
March 2, 2020**

Select Board Members Present: Chair, Jill White, Sam Brickley and Peter Francesco.

Others Present: Town Administrator- Michael Capone and Road Agent, Kevin Coburn

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

Payroll & Payables: Reviewed and discussed.

Consent Agenda Items and Correspondence Reviewed:

5:30 PM Agenda Items: Town Office first floor meeting room

Department Head visit: Road Agent, Kevin Coburn – Kevin provided the Board with an update on department activity and his year to date budget. He mentioned that the roads would be posted beginning on March 3rd. Kevin and the Board also discussed the physical space needs of the Highway Department and whether there may be a need for additional land in the future.

5:45 Public Hearing on the proposed Road Standards: Ms. White opened the public hearing at 5:50. There were no members of the public present to comment. There was considerable discussion with regard to whether the language in sections 2A and 2B of the standards was too restrictive. The Board asked the Town Administrator to follow up with Town Counsel for further clarification of the language in those two sections. The hearing will be continued to the next meeting on March 16, 2020.

New Business: Review of Town Meeting Responsibilities: The Board discussed poll coverage for the first session of Town meeting. The coverage schedule will be Jill from 10 to 12, Peter from 12-2, Woodie from 2-5 and Kelly from 5-7.

Ms. White also discussed the presentation of the warrant articles during the second session. The Board agreed that Ms. White would speak initially to any articles that needed additional comment and other Board members could join in as necessary.

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

Approval of the Public Meeting Minutes of February 18, 2020: Mr. Brickley made a motion to approve the meeting minutes of February 18, 2020 as written. Mr. Francesco provided a second. There was no discussion. The Board voted 3-0 in favor of the motion.

Approval of the Non-Public Meeting Minutes of February 18, 2020: Mr. Brickley made a motion to approve the nonpublic meeting minutes of February 18, 2020 as written. Mr. Francesco provided a second. There was no discussion. The Board voted 3-0 in favor of the motion.

Consent Agenda/ Signature file:

Veterans Exemption

Board and Committee Appointments for new terms

Old Business: None

Public Participation: None

**Town Administrator's Report to the Select Board
March 2, 2020**

Meetings: March 9 – Department Head 11AM
March 9, JLMC 12 noon

1. Copies of the proposed zoning amendment changes and the supporting documentation have been posted on the website as well as at the Library, Post Office and Town Hall. I will have some copies downstairs for the first session of Town Meeting in case folks would like to review them prior to voting.
2. The audit is posted on the website. Awaiting word from Patrick as to when he will attend a meeting to review it with the Board.
3. After researching the NHPR Tower Lease agreement further it would appear that it automatically renews so we will not have to rewrite it. The back billings have been sent out and the annual billing has been added to our spreadsheet so we should be all set going forward. I reviewed everything with NHPR and they are cool with it.
4. The second Hazard Mitigation Plan meeting went well. We are making good progress on the revisions. The next meeting is scheduled for March 20th at 8:30AM.
5. Supplemental information with regard to the monetary warrant articles for the second session of Town Meeting has been prepared by the Town Administrator. *The Board reviewed the material and agreed that it would be helpful to have it posted on the website. The Town Administrator will put it up on the website on Tuesday, March 3rd.*
6. 24" X 36" posters of the proposed parking lot layout have been prepared for display at Town Meeting and elsewhere as necessary.
7. Don Latulippe has submitted a request to have a private road named Pleasant Place Drive. *Chief Mardin has checked the name for 911 compliance and there are no issues. The Board has no issues with the name either.*

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Francesco to adjourn the meeting at 6:51PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator