

**Holderness Select Board  
Meeting Minutes  
October 23, 2023**

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

**Others Present:** Town Administrator, Michael Capone, Marybeth Walker of Corcoran and Associates, Assessing Coordinator, Amy Sharpe and Fire Chief Jeremy Bonan

**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, other correspondence and the items on the consent agenda.

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

**New Business:** Marybeth Walker, Corcoran and Associates – Ms. Walker was present to review the update of values with the Board. She noted that sale prices on properties in Town and around the State had continued to increase over the past two years necessitating the update of values. The update would bring assessed values in line with sale prices providing for a fair and proportionate assessment for all property owners.

Ms. Walker reviewed her methodology with the Board. She mentioned that much of the update process was governed by the New Hampshire Department of Revenue (NHDRA) regulations. Valid sale prices from the period of 4/1/22 to 9/27/23 were used in update. The general results of the update were the values of single-family homes without waterfront would increase by an average of 36%, single family homes with waterfront would increase by an average of 47%, vacant land would increase by an average of 52% and commercial improved properties would increase by 19 to 22%.

The updated values would be entered into the MS-1 a form used by NHDRA to report property values and calculate a total assessed valuation which is used to help calculate the overall tax rate. We are not able to calculate the tax rate impact at this time given we do not have all of the information from the State to do so.

Mr. Laverack asked how these values compare with other Towns. Ms. Walker mentioned the data was consistent with what she has seen in other communities around the State.

Mr. Francesco commented that the values make sense and he thanked Ms. Walker and her firm for their work.

Mr. Brickley noted that it was important the values be fair and proportionate so one part of the community does not end up subsidizing another.

Ms. White asked if the Board wished to move forward with the values as presented. Mr. Brickley made a motion to move forward with preparation of the MS-1 using the values supplied by Corcoran and

Associates. Mr. Francesco provided a second. There being no further discussion, the Board vote 4-0 in favor of the motion.

The updates to property values would be posted on tax cards on the website once the MS-1 had been prepared and submitted to the State. Individual property owners could direct any questions to Town Office staff. Representatives from Corcoran and associates would be available to help answer questions regarding the process. Any formal property review would require that an abatement be filed prior to March 1, 2024 once the tax bills have gone out in December.

The Board thanked Ms. Walker for all the work her firm had done to provide the update.

**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 Mr. Brickley. There being no further discussion, the Board voted 4-0 in favor of the motion.

**Approval of the Public Meeting Minutes of October 10, 2023:** Mr. Brickley made a motion to approve the public meeting minutes of October 10, 2023: Mr. Laverack provided a second. There being no further discussion, the Board voted 4-0 in favor of approving the minutes as written.

**Approval of the Non-Public Meeting Minutes of October 10, 2023:** Mr. Brickley made a motion to approve the non-public meeting minutes of October 10, 2023: Mr. Laverack provided a second. There being no further discussion, the Board voted 4-0 in favor of approving the minutes as written.

**Consent Agenda/ Signature file:** Appointment- Assistant to the Town Clerk -Assistant to the Tax Collector  
Intent to Cut Map 224-087 and 224-020

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

**Old Business: 24-25 Budget Update** – The Town Administrator mentioned that Department heads were continuing to work on their draft budgets for the 24-25 budget cycle. He mentioned that there might be a change to the date of the third budget meeting from Tuesday, December 26, 2023 to Monday January 8, 2024.

**Public Participation:** None

### **Town Administrators Report October 23, 2023**

1. Met with Armand Girouard, Assistant Facilities Director, at Rockywold Deephaven Camps (RDC) to discuss their offer to make replacement “Welcome to Holderness” signs for our town borders. The signs will be similar in design to our existing signs, but will feature recessed lettering instead of raised lettering. RDC plans to work on them over the winter and have them ready for the highway department to install after the spring thaw. Will have the highway department take a sign up to RDC for them to use as a model for construction.

2. Just received a copy of our new ambulance agreement with Plymouth (attached). Starting July 1, 2024, the annual agreement will cost \$201,478.63 an increase of 147% over our current price of \$81,306.20. As was noted last year when we discussed this in detail with Plymouth, the large increase is driven mainly by poor reimbursement rates from Medicare and Medicaid and the practice of re-pricing by commercial health insurance carriers. I will follow up with Chief Bonan to see if there are more affordable options available to the Town. *Chief Bonan was present at the meeting and mentioned that he would be reviewing call data prior to evaluating the contract.*

3. We received our guaranteed maximum renewal rates for our insurance coverage with health trust. Health insurance premiums will increase by 14.6%. Dental insurance premiums will increase by 4.7%. Short term disability coverage will decrease by 1.3%. Long term disability coverage will decrease by 15%

4. Our property/liability premium through Primex will increase by 9%. Our workers compensation premium will increase by 10%. Unemployment compensation will remain unchanged.

5. Work continues on the exterior painting of the Town office. Weather continues to impact the project, but our contractor is making steady progress.

6. The status of ongoing ARPA projects was reviewed at the last department head meeting. One last request has gone out for possible funding requests, prior to considering a possible solar project with remaining available funds. We most recently had some expensive unplanned repairs to Engine 3 that would qualify for the use of these funds. Given there is no good option available to cover this unplanned expense, I would recommend that the Board vote to approve using \$20,153.20 from the fund to cover this expense. *Mr. Laverack made a motion to authorize the use of \$20,153.20 from available ARPA funds to pay for repairs to Engine 3. Mr. Brickley provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.*

*There was some further conversation regarding the use of the remaining ARPA funds. Mr. Francesco expressed his preference that some of the Funds be used for Solar projects.*

7. As noted in the last report, representatives from NH Broadband and their contractor, Conexon, are scheduled to be at the meeting on November 6 to provide an update on the Fiber project.

8. Our newest members of the budget committee have been sworn in. Putting together some budget information to send out to all committee members as we prepare for the next budget cycle.

**Board Member Reports:** None

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Mr. Brickley, to adjourn the meeting at 7:00PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator