

**Holderness Select Board  
Meeting Minutes  
November 20, 2023**

**Select Board Members Present:** Vice Chair, Woodie Laverack, Sam Brickley, Peter Francesco and Kelly Schwaner.

**Others Present:** Town Administrator, Michael Capone, Plymouth Regional High School Students Connor Mack, Emily Di Calogero and Nellie Stanley.

**Call to Order:** The meeting was called to order at 5:00PM in the second-floor meeting room of the Town Office. Mr. Laverack welcomed the Regional High School civics students in attendance.

**Correspondence Items:** reviewed the payroll and accounts payable manifests, and other correspondence.

**Pledge of Allegiance:** Mr. Laverack led those present in reciting the pledge of allegiance.

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

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

**Approval of the Public Meeting Minutes of November 6, 2023:** Mr. Francesco made a motion to approve the public meeting minutes of November 6, 2023 as written. Ms. Schwaner 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:** Veterans Tax Credit Map 237 Lot 021

Ms. Schwaner 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.

**New Business:** None

**Old Business: 24-25 Budget Update** – The Town Administrator reviewed the revised budget schedule with the Board. Mr. Brickley asked if Mr. Rossner would be at the January 8, 2024 meeting for the Holderness Central School budget presentation. The Town Administrator will check with Mr. Rossner to confirm.

The Town Administrator mentioned that he hoped to have the first draft of the budget available for distribution sometime next week. He had a few more conversations scheduled with service providers this week.

**Public Participation:** The Board provided some further explanations for some of the meeting activity for the civics students present.

**Town Administrators Report  
November 20, 2023**

1. The tax bills have gone out and are due by December 14th.
2. Police and Fire have been alerted to the transport of an oversized condenser going to the PSNH station on 175A. Coming off exit 25 so the road will only need to be shut down for about 15 minutes. They anticipate the activity to occur sometime between 1 and 2 AM on the morning of December 1th. Will post something on the website once I receive the final update from the transport company.
3. Kevin is looking to use extra block grant funds allocated for road maintenance and equipment to purchase a blower to assist road ditching and other tasks. He can get a high-quality tow behind unit for \$9,900. The purchase of this item would be funded by the additional block grant money provided by the State in 2022. *The Town Administrator provided some background regarding the purchase. He mentioned that, presently, the Highway Department has to strap two back pack blowers together in an attempt to clear ditch lines and culverts along roadways. Have this more powerful blower available would make the task more efficient and be safer. Ms. Schwaner commented that she had observed the highway department using the strapped together back packs and while, she was impressed with the ingenuity shown by the department, she felt a larger unit designed for the specific task would be a better option. Mr. Francesco inquired about the funds available in this account. The Town Administrator replied the account presently has a balance of just over \$53,000 with another \$16,000 to be added shortly. Mr. Francesco asked if these funds could also be used for additional paving work. The Town Administrator replied in the affirmative. Mr. Brickley made a motion to allocate \$9,900 for the purchase of tow behind blower for the highway department and further to authorize the funds to come from the additional block grant money made available by the State for the purchase. Mr. Laverack provided a second. There being no further discussion, the Board voted 3-0 1 in favor of the motion.*
4. Received some correspondence from the Town of Ashland regarding the increase to the Plymouth Ambulance contract. Will review the material with Chief Bonan.
5. Have received a response from a property owner regarding an enforcement issue. Will review the material and provide an update at a future meeting.
6. Larry Spencer, Conservation Commission, Chair will be attending the December 4 meeting to discuss a grant with the Board.
7. The Superior Court has issued a decision with regard to the school funding cases before them.

**Board Member Reports:** None

**Adjournment:** With no further business to come before the Board, Mr. Francesco moved, with a second from Ms. Schwaner, to adjourn the meeting at 6:24PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator