

**Meeting Minutes
December 4, 2023**

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

Others Present: Town Administrator, Michael Capone, Fire Chief, Jeremy Bonan, Kevin Lincoln and Don Lewis of Plymouth Elks Lodge #2312 and Holderness resident, Walter Johnson.

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 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.

5:30PM Public Hearing to accept additional block grant funds from the State: Mr. Laverack opened the public hearing required under RSA 31:95-b to accept public comment on the additional highway block grant funds received from the State.

Department Head Visit: Fire Chief, Jeremy Bonan –Kevin Lincoln and Don Lewis, representatives from Plymouths Elks Lodge #2312 were present to donate a cordless cut saw with an extra battery and blade to the Fire department. Chief Bonan accepted this generous donation on behalf of the Department noting it will be very helpful when doing extrications. Mr. Lincoln noted that they appreciate all of the work the Fire Department does and were happy to make the donation as part of their philanthropic activities.

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 4-0 in favor of the motion.

Approval of the Public Meeting Minutes of November 20, 2023: Mr. Francesco made a motion to approve the public meeting minutes of November 20, 2023 as written. Mr. Brickley 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: Intent to Cut Map 242- Lot 005
Municipal Agent Approval Letter
2023 Municipal Assessment Data Certificate

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

New Business: Larry Spencer, Conservation Commission, Grant application - Mr. Spencer was present to review the information that will need to be provided in order to comply with the requirements for a grant to be awarded to the Town. A number of items were identified, including a title search, and a

natural history survey. The Board requested that Mr. Spencer provided some additional details on the grant agreement prior to the Boards next meeting on December 18 to allow time for review and discussion by the Board and Counsel in advance of the December 31 deadline to approve the agreement.

Old Business: 24-25 Budget Update: The Town Administrator mentioned the draft budget materials had been distributed to all parties and the first joint meeting between the Select Board and Budget Committee is scheduled for Wednesday, December 6 from 8 am to 12 noon.

5:30PM Public Hearing to accept additional block grant funds from the State continued: Mr. Laverack closed the public hearing at 6:30 PM. Having received no public comment regarding the funds, Mr. Brickley made a motion to accept the additional block grant funds in the amount of \$19,543.28 from the State and to use them only for the purposes intended. Ms. Schwaner provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.

Public Participation: None

**Town Administrators Report
December 4, 2023**

1. The Coalition Communities group met last week for an update on the school funding cases. They will be meeting again in December to consider an appropriate course of action.
2. Received a petition from Mr. David Haley seeking permission and minor funding from the Board to do some preservation work at the Sanborn Cemetery on Beede Road. I will gather more information on the process and schedule some time at one of our January meetings to discuss further with the Board.
3. We have received a draft of the final audit report and are in the process of reviewing it. Hope to have it back to the auditors next week.
4. All of the annual monitoring of the test wells at the Transfer Station is complete. All results are within acceptable limits.
5. Scott Davis is soliciting quotes for the disposal of some accumulated hazardous material at the Transfer Station.
6. Have been contacted regarding some potential zoning violations. Will follow up with our compliance officer.

Board Member Reports: Mr. Francesco asked that the Board consider the use of some of the remaining ARPA funds for a renewable energy project.

Adjournment: With no further business to come before the Board, Ms. Schwaner moved, with a second from Mr. Brickley, to adjourn the meeting at 6:49PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator