

**Holderness Select Board
Meeting Minutes
April 8, 2024**

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

Others Present: Town Administrator, Michael Capone, Police Chief, Erik Difilippe 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 the payroll and accounts payable manifests, and other correspondence.

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

Town Clerk-Tax Collector, Jami White-Lyford - Ms. White Lyford was present to advise the Board that she would be sending impending lien notices to 59 property owners for past due property taxes tomorrow. Property owners will have until May 22 to make the necessary payments.

Department Head Visit: Police Chief, Erik Difilippe – Chief Difilippe was present to provide an update to the Board regarding filling an open position within the department. The opening is for a Sargeant, but if he is not able to fill that position, he will be looking for a patrol officer.

Chief Difilippe also mentioned that the FIRSTNET phones had been distributed and were in use within the department.

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 Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion.

Approval of the Public Meeting and Non-Public Minutes of March 25, 2024: Mr. Brickley made a motion to approve the public and non-public meeting minutes of March 25, 2024 as written. Ms. Schwaner provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

Consent Agenda/ Signature file: Timber harvest Extension #23-221-03 and #8-242-005
Appointment-Zoning Board
Abatement Response Map 217-003,004,008,009
Intent to Cut Map 250 Lots 022 and 023
Plymouth Ambulance Agreement

Health Insurance Reimbursement
Special Event Permit Map 236 Lot 001

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

New Business: Board organization for 2024 – The members present deferred this discussion until the full Board was available.

Old Business: Conservation Commission LCHIP Grant -update: The Town Administrator provided an update to the Board on the activity related to the LCHIP Ox Bow grant. The environmental assessment interviews have been conducted and arrangements are underway to have the title work done on the property.

Public Participation: None

**Town Administrators Report
April 8, 2024**

1. We are working on updating our Hawkers and Peddlers Ordinance to reflect the change in NH RSA that minimizes the States involvement in the process. I might want some input from you.
2. Will be in Concord on Friday, April 5, serving as a representative on the infrastructure, development and land use committee for this year's NHMA legislative policy session. Should you folks have any legislative initiatives you would like to suggest, please let me know and I will prepare the necessary paperwork.
3. Conducted an interview with Grace Garvey who is preparing the environmental assessment for the LCHIP Oxbow project.
4. We are working with our current phone system vendor on an update to the Town Office phone system.

Non – Public Session RSA 91A:3 -if necessary

Board Reports: None

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Ms. Schwaner, to adjourn the meeting at 6:17PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator