

**Holderness Select Board
Meeting Minutes
March 23, 2020**

Select Board Members Present: Chair, Jill White, Kelly Schwaner, Vice Chair, Woodie Laverack (Via conference call) and Sam Brickley (Via conference call).

Others Present: Town Administrator- Michael Capone

Call to Order: The meeting was called to order at 5:35 PM in the Town Hall second floor meeting room.

5:30 PM Agenda Items: Town Hall second floor meeting room

New Business: Telecommuting Policy – the Board reviewed the draft telecommuting policy and procedure that had been provided to them by the Town Administrator. Ms. White asked for input from Board members. The consensus from the comments was that the policy might be too expansive for the Town's needs and should be pared down. After some additional discussion, Ms. Schwaner made a motion to have the draft pared down, reviewed and signed by the Board Chair provided the changes met the spirit and intent of the Board. There was a second from Mr. Brickley and seeing no further discussion the Board voted 4-0 in favor of the motion.

Holderness Assistance Fund - the Board had been asked to review and comment on a proposal prepared by a private, soon to be established not-for profit, group that might provide aid to Holderness residents adversely affected by the current coronavirus outbreak. The Board applauded the idea and agreed to promote the effort on the Town Website.

Temporary modification of access to public meetings under RSA 91-A.- the Board reviewed and discussed Emergency Order 12 which was issued earlier in the day by the governor. It relaxed some of the regulations with regard to the conduct of public meetings pursuant to RSA 91-A. The Town Administrator mentioned that he had been researching possible software and hardware options that would allow for remote participation of both Board Members and the public at meetings. His goal was to have something in place prior to the next round of Board and Committee meetings in April.

Operational changes due to the coronavirus outbreak- The Board reviewed and discussed the current operations in place to protect both the public and employees during the coronavirus outbreak. The Town Administrator noted that operations were proceeding smoothly and the public had been very understanding of the circumstances. Employees also expressed their appreciation for the steps the Board had taken to support them during this challenging time. The Board will continue to monitor the situation and adjust operations accordingly.

Adjournment: With no further business to come before the Board, Mr. Laverack moved, with a second from Ms. Schwaner to adjourn the meeting at 6:19PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator