

**Holderness Select Board
Meeting Minutes
January 19, 2021**

Select Board Members Present: Jill White and Kelly Schwaner at the Town Office. Vice Chair, Woodie Laverack, Sam Brickley and Peter Francesco were present by remote link.

Others Present: Town Administrator, Michael Capone, at the Town Office, Town Moderator, Dan Rossner, Chair, Holderness Central School Board, Carolyn Mello, Larry Spencer, Chair, Holderness Conservation Commission and Bill Nesheim, Conservation Commission Member all by remote link.

Call to Order: The meeting was called to order at 5:31 PM in the Second-floor meeting room. Ms. White, Ms. Schwaner and the Town Administrator were all in the building in separate offices on the first and second floor. All others were attending remotely.

Ms. White read the following into the record: Due to the ongoing emergency orders in place, the Board is operating under RSA 91-A:2 that allows for remote participation by Board Members. Limited socially distanced seating is available in the second-floor meeting room. Remote access to the meeting, is available by invitation.

Ms. White then polled all meeting participants to ask if they had anyone else present in the room with them and if the meeting was being recorded.

New Business: Town Meeting Schedule w/Town Moderator, Dan Rossner and Holderness Central School Board Chair, Carolyn Mello - Ms. Mello and Mr. Rossner were present to discuss options for Town Meeting with the Select Board. Ms. White asked Mr. Rossner for his thoughts with regard to Town Meeting. Mr. Rossner noted that it would be important to coordinate the first session voting as all of the SAU towns should vote on the same day. Given that the Holderness Central School would be available for voting, the first session could probably move forward as scheduled. He reviewed options available for second session and noted that, in his role as moderator, he would support any decision made by the Board.

Ms. White asked the individual Board members for their thoughts on the matter. Mr. Brickley commented that having each session in person was important and he would be in favor of conducting the second session as traditionally scheduled. Each of the members were of the same opinion noting that given the average level of attendance, a socially distanced meeting with masks would be appropriate.

Ms. Mello noted that the School Board preferred an in-person meeting and would work with the Select Board as they moved forward with the process. Ms. White thanked Ms. Mello for the support received to date from the school Board.

Mr. Rossner commented that the School could be setup for social distancing and provisions could be made for individuals who would not be wearing masks.

Ms. White noted it was important to conduct the meeting in a safe manner while providing the opportunity for those who wished to participate. It would be necessary for a quorum of the Board to

be present for the meeting to proceed. Board members were comfortable that this objective could be met.

Mr. Francesco made a motion that the first session of Town meeting should be held on Tuesday, March 9, 2021 from 10AM until 7PM at the Holderness Central School auditorium. The second session should be held on Wednesday, March 10, 2021 at the Holderness Central School auditorium beginning at 7PM or at the conclusion of the School Meeting, whichever is later. Mr. Brickley provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion by a roll call vote.

Ms. White thanked both Ms. Mello and Mr. Rossner for attending and for their input this evening.

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. Francesco. There being no further discussion, the Board voted 5-0 in favor of the motion by a roll call vote.

Approval of the Meeting Minutes of January 4 and January 11, 2021: Mr. Francesco made a motion to approve the minutes of the January 4 and January 11, 2021 meeting minutes as written. Mr. Laverack provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion by a roll call vote.

Correspondence File items: Letter from Mr. Beeson

Consent Agenda: Yield Tax Levy Map 213 Lot 021 and lot 021-001 – 237 Mount Prospect Road.
Veterans Tax Credit Map 213 Lot 046 Sub lot 31- Highland View Lane.
Capital Reserve Transfers from 2020 Town Meeting.
Intent to excavate Map 210 Lot 8 Sub Lot 001-FA Crane Holdings, NH Route 175.
Appointment of Zoning Board Alternate

New Business: Additional Highway Department Set Aside in Town Forest with Larry Spencer: – the Board had asked Mr. Spencer to attend the meeting to get input from the Conservation Commission with regard to an additional set aside of land within the Town Forest for the Highway Department prior to doing the survey of the Town Forest approved by the voters at the last Town Meeting. Bill Nesheim, a member of the Commission, was also present.

Mr. Spencer noted that, based on a review of current mapping of the site, it appears that the Highway department is only using about 12% of the existing five acres. He also noted that the same mapping indicated that the surrounding topography is not favorable for expansion.

Mr. Spencer and Mr. Francesco both provided some history on the site. Mr. Spencer mentioned that one of the reasons for doing the survey of the property was to better define the entrance to the Highway Department and the Town Forest.

Mr. Nesheim noted that it would be good to clear up the historical record on the property. He would also like to better understand the extent of the expansion as it appears that it might impact a wetland.

Ms. White thanked both Mr. Spencer and Mr. Nesheim for their input and suggested that perhaps some further study of the topic was warranted and that the matter be taken up again at another meeting. Road Agent, Kevin Coburn will be consulted for some further input on the matter as well.

Ms. White thanked both MR. Spencer and Mr. Nesheim for their input this evening.

Old Business – Covid 19 Operational Updates - The Town Administrator mentioned that there were new quarantine guidelines published in light of the startup of the vaccination program. There were also changes published with regard to travel.

Public Participation: None

**Town Administrator's Report to the Select Board
January 19, 2021**

1. Spoke with Margot Riley on Wednesday. She provided some updates on activities at the Holderness School. They are in the process of reopening having brought everyone back from break. They are following the accepted quarantine protocols prior to reopening.

Phil Peck will be retiring at the close of the 2022 academic year. Margot will be retiring in 2024.

The Science/Math Building should be completed by May. There are a number of other improvements planned over the next year or so. They are redoing the turf field and installing permanent lighting. Improvements to the Nordic trails that will involve widening and grading. They also plan to install snow making and lighting on portions of the trail. A snowmaking pond and pumphouse will be constructed for that purpose.

They also plan to make improvements to a sixty-two-acre parcel located along Mt. Prospect road that will include some partial clearing of the lot to accommodate more playing fields (as most of their others are in the floodplain) an equipment building w/bathroom and additional parking. The existing sidewalk on Mount Prospect will be extended to accommodate pedestrian traffic to the new fields.

2. I did speak with her regarding options for onsite trash disposal at the school and she will take the matter under consideration.

3. There are two bills proposed for this legislative session that deal with education funding and SWEPT. Copies of those bills are attached to this email.

4. At present some members of our Fire Department have been able to get their first vaccinations, but have not been able to schedule their second shots. The Police Department has been trying to schedule theirs. The Federal Government has proposed new guidelines for vaccine distribution which might help speed up this process.

5. We should be aware of potential meeting conflicts with our February 16th meeting. Sam may have a conflict with the school board meeting and Peter with the Planning Board meeting.

6. Amy and I will be working on language with regard to tracking salaried employees sick and vacation time to be included in the final version of the update personnel handbook.

Non-Public Session: RSA 91A:3, II (I), if necessary – At 7:12 PM, Mr. Brickley made a motion to go into non-public session under RSA 91A:3, II (I). The motion was seconded by Mr. Francesco. The motion was approved 5-0 by a roll call vote.

Mr. Laverack -Yes, Mr. Brickley – Yes, Mr. Francesco – Yes, Ms. Schwaner-Yes, Ms. White -Yes

At 7:25 PM, Mr. Brickley made a motion to seal the minutes of the non-public session stating that to not seal them would render the non-public session ineffective. The motion was seconded by Mr. Francesco. The motion was approved 5-0 by a roll call vote.

Mr. Laverack -Yes, Mr. Brickley – Yes, Mr. Francesco – Yes, Ms. Schwaner-Yes, Ms. White -Yes

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Laverack moved, with a second from Mr. Francesco to adjourn the meeting at 7:26PM. The Board voted 5-0 in favor of adjournment by a roll call vote.

Respectfully submitted,

Michael R. Capone
Town Administrator