

**Holderness Select Board  
Meeting Minutes  
February 16, 2021**

**Select Board Members Present:** Kelly Schwaner at the Town Office. Vice Chair, Woodie Laverack, Sam Brickley (joined the meeting at 6:01) and Peter Francesco were present by remote link.

**Others Present:** Town Administrator, Michael Capone, at the Town Office, Larry Spencer, Chair, Holderness Conservation Commission, by remote link.

**Call to Order:** The meeting was called to order at 5:41 PM in the second-floor meeting room. Ms. Schwaner and the Town Administrator were in the building in separate offices on the first floor. All others were attending remotely.

Mr. Laverack 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 request.

Mr. Laverack 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.

**Approval and Signing of Payroll and Payables Checks:** Ms. Schwaner 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 3-0 in favor of the motion by a roll call vote.

**Approval of the Meeting Minutes of February 1 and February 8, 2021:** Mr. Francesco made a motion to approve the minutes as written. There was a second from Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion by a roll call vote.

**Correspondence File items:** None

**Consent Agenda:** Intent to cut Map 225 Lots 51 and 52  
Veterans Exemption Map 209 Lot 015  
Abatement Response Map 213 Lot 037  
Abatement Response Map 225 Lot 30

Ms. Schwaner made a motion to approve the items on the Consent Agenda. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion by a roll call vote.

**New Business: Review and Approve the Warrant for Town Meeting:** The Board reviewed the warrant provided by the Town Administrator. Ms. Schwaner made a motion to approve the warrant as prepared for signature by the Board. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion by a roll call vote.

**Old Business:** Covid Operational Updates: The Town Administrator noted that there were no updates at this time.

**Old Business – Conservation Grant Update** – Larry Spencer, Chair of the Conservation Commission, was present to provide an update on the grant proposal that had been submitted to the Land and Water Conservation Fund (LWCF). In response to some questions posed during the last meeting and subsequent correspondence from Counsel, he noted that title searches had been done on all of the parcels and there were no issues identified. He also mentioned that Melanie Luce from the White Mountain Trail Cooperative (WMTC) had reached out to Ashland officials with regard to their participation, but had yet to receive a response. He further noted that many of the other issues could be addressed in the Memorandum of Understanding (MOU) and the stewardship plans that would be developed as part of the agreements between the Towns, the WMTC and users of the properties. Mr. Francesco asked who would have the authority to address conflicts that might arise between groups using and supporting the trails. Mr. Spencer noted that the TWCF would be the line of control and the necessary protocols could be addressed in the stewardship plan.

Mr. Brickley made a motion to have the draft support letter prepared by Mr. Spencer reviewed by the Town Administrator and Town Counsel prior to submission to the Board Chair for signature. Ms. Schwaner provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.

Mr. Francesco asked if March 1, was still the deadline for action on this round of funding. Mr. Spencer noted that the Plymouth Select Board was going to further consider action on the proposal at their meeting on February 24<sup>th</sup>. If the proposal did not go forward in this round of funding, it could be resubmitted in the June 2021 round. Mr. Spencer mentioned that he would make any stewardship plan draft he receives available to the Board for their review and review by Counsel.

Mr. Spencer thanked the Board for their time and support.

**Public Participation: None**

### **Town Administrator's Report to the Select Board February 16, 2021**

1. Ellen has asked the Board to consider refunding a motor vehicle fee per her attached memo. *The Board reviewed the memo supplied by the Town Clerk. Mr. Francesco made a motion to refund the registration fee per the Town Clerks Request. Ms. Schwaner provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion. There was also agreement that since this process was normally governed by the State, a local ordinance was not necessary.*
2. I have also attached copies of two documents from Corcoran Consulting Associates, Inc. The first is an agreement for a full statistical revaluation to be completed in 2021. The second is the five-year agreement for cyclical inspections to run from the period beginning July 1, 2021 to June 30 2026. We can schedule Marybeth in for a discussion of those documents at a March meeting.
3. I have confirmed the Town Meeting dates with the School. We will be able to use the stage for the Moderator and Boards which will free up some floor space for social distancing. We can discuss poll coverage for the first session at the March 1<sup>st</sup> Board meeting.

4. The first draft of the Town Report is due from the printers next week at which time it will be reviewed by in house staff prior to be returned for final printing. The deadline for them to be available is March 2, 2021.

5. Received a call from a resident on White Ash Road inquiring about the Town taking over maintenance. Explained that the Board would need to have the request in writing to initiate the process. Also noted that there would need to be some technical review by the Road Agent and probably a petition to go to Town meeting.

6. Received a briefing from the Holderness School with regard to a cross country ski competition to be held on Sunday, February 21, 2021. There will be enhanced Covid 19 protocols in place including prescreening 72 hours prior to the race and another screening on race day. No spectators will be allowed. No indoor spaces will be utilized and there will be no awards ceremony. Racers will compete and then leave.

**Non-Public Session: RSA 91A:3, II (I), if necessary – None**

**Board Member 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 6:51PM. The Board voted 4-0 in favor of adjournment by a roll call vote.

Respectfully submitted,

Michael R. Capone  
Town Administrator