

**Holderness Select Board
Meeting Minutes
March 15, 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.

Call to Order: The meeting was called to order at 5:34 PM in the first-floor office area. 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 emailing administrator@holderness-nh.gov to obtain the meeting link.

Ms. White then polled all meeting participants to ask if they had anyone else present in the room with them and if they were recording the meeting. All members were alone and no one was recording.

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

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

Correspondence File items: None

Approval of the Meeting Minutes of March 1, 2021: Mr. Francesco made note of two minor corrections and then made a motion to approve the minutes of the March, 2021 meeting as corrected. There was a second from Mr. Laverack. There being no further discussion, the Board voted 5-0 in favor of the motion by a roll call vote.

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

**Consent Agenda: MS232
 Certification of Yield Tax Assessed Map 206 Lot 008**

Mr. Laverack made a motion to approve the items on the Consent Agenda. 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.

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

Non-Public Session: RSA 91A:3, II (I), if necessary – At 5:37 PM, Mr. Francesco made a motion to go into non-public session under RSA 91A:3, II (I). The motion was seconded by Mr. Laverack. 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 6:08 PM, Mr. Francesco 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. Laverack. 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

New Business: Board Organization for new term: Ms. White mentioned that the Board should consider a new slate of officers and review committee assignments. Mr. Francesco made a motion to nominate Ms. White as Board Chair and Mr. Laverack as Vice-Chair. 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.

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

The Board members were polled individually by Ms. White and all agreed to keep their current Board/Committee/Commission assignments.

Old Business Covid 19 Operational Updates – The Town Administrator is reviewing the latest information from the Governor’s office with regard to travel restrictions and will advise the Board of any changes required to current policy.

Public Participation: None

Town Administrator’s Report to the Select Board March 15, 2021

1. If possible, I would like to submit the MS232(attached) with the signatures of the full Board. It will be upstairs at the Town Office for Peter and Sam to sign if they are able. Jill, Kelly and Woodie can all sign it as part of the meeting day duties. Once I have all of the signatures, I will download it on the Municipal portal. *Mr. Francesco and Mr. Brickley will be in during the week to add their signatures to the document.*

2. Members of the Fire Department have been participating at the Mass Vaccination Sites. The attached “Certificate of Authority” will need to be completed and a vote of the Board taken to authorize either Jill or myself to execute any reimbursement agreements should there be more of these events and funding made available at the State or Federal level. *Mr. Laverack made a motion to have Ms. White sign the Certificate of Authority on behalf of the Board. Mr. Francesco provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion by a roll call vote.*

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

3. The Holderness School has been contacted by two lacrosse tournament groups looking to hold weekend tournaments in June and July. I am expecting more details with regard to the tournaments, but have been assured by the School that all applicable COVID protocols will be in place for the events. Mike Barney asked that I check with you to see what concerns you may have. *The Board had no concerns with the Tournaments provided all CDC COVID 19 protocols in place at the time of the events be followed.*

4. At the request of the Planning Board Chair, Eleanor has been looking into the issue of the use of Fire Ponds or Cisterns as a condition of some subdivision approvals. Her initial work indicates that this process may be more involved than first thought. She will be attending the Board meeting on March 29TH to discuss this topic. I will be certain to provide you with any preliminary material in advance of the meeting. *Mr. Francesco mentioned that he had received a forwarded email from the Land Use Boards Assistant with comments from a resident regarding this matter. The Town Administrator noted that he will locate a copy of the email and forward it to the Board.*

5. The second meeting of the Coalition Communities was held March 15, 2021. At present, 26 communities have signed on to the group with the expectation that there may be at least two more joining as full voting members.

The Manchester law firm of Bernstein Shur was selected to represent the Coalition in the 2021-2022 legislative session.

SB 158, which contains within its provisions a new school funding formula was voted as Inexpedient to Legislate (ITL).

6. Attached for your review is a preliminary list of properties that could be tax deeded. Letters will go out to all delinquent property owners and deeding will take place in May if back taxes are not paid.

7. I will be speaking with Marybeth Walker on Tuesday, March 23 with regard to the Cyclical Revaluation Update.

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Laverack to adjourn the meeting at 6:51PM. The Board voted 5-0 in favor of adjournment by a roll call vote.

Respectfully submitted,

Michael R. Capone
Town Administrator