

**Holderness Select Board
Meeting Minutes
April 26, 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. Police Chief Erik DiFilippe from his office at the Police Department, Fire Chief, Eleanor Mardin, Nancy Isikoff, Cici Cyr, and Dan Falby from their homes.

Call to Order: The meeting was called to order at 5:33 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 participants were alone and no one was recording.

Ms. White welcomed Ms. Isikoff, Ms. Cyr and Mr. Falby to the meeting. Ms. Isikoff mentioned that they were there primarily to observe the meeting as they noticed the agenda made mention of Planning Board appointments and they had some interest in that given the upcoming Howard subdivision. Ms. White mentioned that the appointments would be taken up as part of the consent agenda.

New Business: Fire Chief- Eleanor Mardin- Chief Mardin was present to provide an update on department activity and her research with regard to supplying fire suppression for subdivisions. Chief Mardin reviewed the material previously provided to the Board. The Town Administrator reviewed legal information received from the Municipal Association attorneys with the Board as well. Both the Chief and Town Administrator took questions from the Board. The Town Administrator noted that there was still more information to be collected and reviewed so the discussion would be continued at a future meeting.

Chief Mardin mentioned that call volume for the department had increased over last year and she anticipated that it will remain busy through the summer given the increase in full-time residents as a result of the pandemic. She has discussed station staffing for the summer with Department Officers.

The Board thanked Chief Mardin for her time.

Police Chief- Erik DiFilippe – Chief DiFilippe was present to update the Board on Department activity. He mentioned that he had solicited three bids from vendors for the new Police vehicle approved at Town Meeting. Only two vendors had responded and of those Plymouth Ford offered a slightly lower bid price and a significantly higher trade in for the old cruiser. He asked how the Board wished to proceed.

Mr. Brickley made a motion to authorize Chief DiFilippe to order the new vehicle from Plymouth Ford. There was a second from Mr. Laverack. 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

Chief DiFilippe mentioned that Officer Thomas Murphy had graduated the Police Academy last week and would be starting his three month field training this week. He anticipated that Officer Murphy could begin patrol on his own by the end of August.

Chief DiFilippe also mentioned that he planned to increase the fine for parking violations along Route 113 at the Rattlesnake trailhead from \$50 to \$100 as the current amount did not appear to deter folks from continuing to park illegally along the roadway creating a safety hazard. The Board was in support of his decision.

Chief DiFilippe also noted that the usual drop off in activity during the Fall and Winter seen in past years did not occur given the increase in population noted earlier by Chief Mardin. He did not anticipate that things would slow down at all and is planning on a very busy summer season.

The Board thanked Chief DiFilippe for his time.

Old Business Covid 19 Operational Updates: The Town Administrator was anticipating some possible changes to operations based on updated guidance expected from the State prior to the May 7 rollback on restrictions.

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.

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 April 12, 2021: Mr. Brickley made a motion to approve the minutes of the April 12, 2021 meeting as written. 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: Veterans Exemption Map 228 Lot 067
Solar Exemption Map 247 Lot 066
Agreement for Assessing Services Cyclical Inspections 2021-2026
Agreement for Cyclical Revaluation to the Assessed Values for 2021
Plymouth Ambulance Agreement
Veterans Exemption Map 228 Lot 049
Planning Board Appointments-Janet Cocchiario and Bill Nesheim
Special Events Permit- Squam Lake Natural Science Center
Application for Current Use Assessment Map 247 Lot 037

Mr. Francesco made a motion to remove the Veterans Exemption for Map 228 Lot 067 from the consent agenda. Ms. Schwaner provide 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

Mr. Francesco made a motion to approve the remaining 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

The Board then considered the Veterans Exemption for Map 228 Lot 067. There was discussion with regard to the timing of the application and whether the exemption could be prorated. The Town Administrator mentioned that he was not certain that could be done, but the Board did have the discretion to grant relief as “justice may require” After a brief discussion, Mr. Brickley made a motion to grant the exemption and prorate the amount if possible. 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.

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

Public Participation: None

**Town Administrator’s Report to the Select Board
April 26, 2021**

1. Kevin is working on a schedule for sidewalk replacement downtown. He will be doing the work in four sections. Each section should take two days to complete. The first day will include removal of the existing sidewalk material, resetting curbstones and regrading/compacting with fresh gravel. Paving of the prepared surface will take place on the second day. He anticipates starting as early as next week. He plans to notify businesses in advance of the work.
2. The Highway Department is shifting over to four, ten hour days/week schedule now that daylight savings time is in effect.
3. I have reached out to NHEC with regard to their Broadband plans in Holderness. They have published some general information with regard to the overall project, but nothing too specific.
4. A water sample was collected from the Town Office and sent to a lab to be analyzed. The results will be reviewed for possible treatment options as necessary.
5. The full Board of the Coalition Communities 2.0 met on Monday, April 26th. The legislative update indicates that all bills pertaining to school funding have been retained in the House and Senate. These bills may be reconsidered in the late summer or early fall so they will continue to be monitored.
6. Senate Bill 95 pertaining to remote access to public meetings is still under consideration in the Senate.

7. The Recreation Board will be considering a request for a waiver of the mask requirement for the SummerEscape program at their meeting on May 10th.

8. The Town Line Village Cooperative is considering applying for a Community Development Block Grant (CDBG) and has inquired as to whether the Town would sponsor the application. I am fact finding at the moment and will have more to report at the May 10th meeting.

Board Member Reports: Ms. White mentioned that she was still looking for ideas for a virtual Memorial Day program and would welcome input from Board Members.

Ms. White mentioned that she had some additional conversation with regard to short term parking solutions for the downtown area and was going to explore what might be available for satellite parking options.

Non-Public Session: RSA 91A:3, II (I), if necessary – 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 7:05PM. The Board voted 5-0 in favor of adjournment by a roll call vote.

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

Respectfully submitted,

Michael R. Capone
Town Administrator