

**Holderness Select Board
Meeting Minutes
September 27, 2021**

Select Board Members Present: Chair, Jill White, Vice Chair, Woodie Laverack, Sam Brickley Peter Francesco and Kelly Schwaner.

Others Present: Town Administrator, Michael Capone, Ellen King, Town Clerk-Tax Collector, Erik Di Filippo, Chief of Police, Nate Fuller, Recreation Board Member.

Call to Order: The meeting was called to order at 5:00 PM in the upper-level meeting room.

Correspondence Items: Reviewed and discussed

Agenda Items:

Town Clerk-Tax Collector, Ellen King was present to update the Board regarding a tax deeding matter and took questions from the Board. Ms. Schwaner made a motion to authorize the Town Clerk Tax Collector to deed the property located at Tax Map 239 Lot 039 over to the Town contingent upon an inspection of the parcel by the appropriate Town Officials to be certain there are no hazards present. Mr. Laverack provided a second. Ms. King advised the Board that she may have to provide additional notice to the owner to accommodate the inspection. There being no further discussion, the Board voted 5-0 in favor of the motion.

New Business: Nate Fuller was present to ask the Board if he could pursue the possibility of having summer concerts at the Gazebo. He was willing to do all of the research and prepare something for possible consideration by the Board. Nate felt, with the influx of new people into Town, there might be more interest and a higher level of community and business support, both financial or otherwise, for the concert series. The Board had no concerns with Nate pursuing the matter.

Nate also asked the Board if they had any comment regarding the Recreation Board having a statement on their participant acknowledgement form that "Full Vaccination status is encouraged for all those eligible for vaccination". The Board had no issue with the Recreation Board including the statement on their form.

Department Head Visit- Chief Erik Di Filippo -Police Department – Chief Di Filippo was present to provide the Board with an update on Department activity. The Chief had one of the new Mobile Data Tablets that are now being used by all of the officers with him. He detailed for the Board many of the functions of the device and commented on how useful it was. The tablets would allow the officers to file reports more efficiently with less duplication of effort. They also provide an extra measure of safety for the officers by allowing them the opportunity to get more information more quickly during traffic stops.

Chief Di Filippo also outlined for the Board his plan for the use of body cameras by all of the officers. He planned to include funding for the cameras in the next operating budget. They would be paid for as a monthly lease/purchase and noted that, since they would be replacing in car cameras, some of the cost of the body cameras would be offset by a savings on the in-car cameras.

Chief Di Filippo also spoke with the Board regarding the addition of an officer to the Department. He provided some data on the increase in after hours calls and spoke about the increase in investigations. He also noted that the extra officer would allow for more coverage and more time for targeted patrols. It would also help with preventing burnout of the current staff.

The Board was supportive of Chief Di Filippo's request and asked that he prepare more detailed numbers for presentation to the Budget Committee in the upcoming cycle.

Approval and Signing of Payroll and Payables Checks: Mr. Francesco made a motion to approve the payroll and accounts payable manifests and to issue checks accordingly. There was a second from Mr. Laverack. There being no further discussion, the Board voted 5-0 in favor of the motion.

Approval of the Meeting Minutes of September 13, 2021: Ms. Schwaner made a motion to approve the minutes of the September 13, 2021 meeting as written. There was a second from Mr. Brickley. There being no further discussion, the Board voted 5-0 in favor of the motion.

Consent Agenda: MS-535

Special Event permit Map 239 L0t 006

Mr. Francesco made a motion to approve the Consent Agenda noting that the Special Event Permit approval will be contingent on final approval from the Fire Chief. Mr. Laverack provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion.

Old Business: COVID 19 Protocols – The Town Administrator mentioned that there had been no updates to the current CDC Guidelines. No new action was taken by the Board.

Public Participation: None

Mr. Laverack left the meeting at 6:45PM

**Town Administrators Report
September 27, 2021**

1. The auditors have completed their in-office review. No major issues to report. They have supplied us with a list of final adjustments to make to various accounts. All standard stuff.
2. You should collectively discuss any additional feedback you wish to provide to the assessors as they begin their final review of the new property values. *The Board discussed the matter and agreed to provide some additional comment to the assessors. Mr. Francesco commented that, while doing some research, he had noticed that some of the values on the website had already been updated. It was noted that there had been an overlap of data with the work being done on new values and that the situation will be corrected and the current values reestablished. Once new values had been determined, the entire system will be updated.*
3. Three candidates for the Fire Chiefs position will be interviewed by our team on Monday, October 4th.

4. I have provided the Budget Committee members with a copy of the draft budget schedule for their review and comment. Ken has also asked that I set up a meeting on Wednesday, October 6th at 5:30 for the Committee to meet for a general discussion with regard to this year's process.

5. We have received a full reimbursement for the cost of the update to the Emergency Operations Plan.

6. We have received no inquiries or applications for the part time Land Use Boards Assistant opening. I will continue to handle the responsibilities of the position. *Mr. Brickley asked that the Board consider this matter further at a later meeting as he felt that a more permanent solution was needed. The other Board members were in agreement.*

7. The Planning Board is in the process of reviewing three possible amendments to the Zoning Ordinance. The amendments will address Solar Collection Systems, Fireworks and Seasonal Conversions. There may also be some consideration given to the Special Event Permit.

8. An application has been submitted to the New Hampshire Electric Cooperative for the upgrade of lighting in the Fire Department bays to LED's. If approved, 50% of the cost of the project will be reimbursed to the Town.

9. A request had been received from the Library Trustees regarding the addition of a larger sign to direct visitors to the public bathroom behind the library. The Board had concerns with the number of signs in that area and asked the Town Administrator to explore the matter further.

10. An inquiry had been received regarding the possibility of the Town taking over another road. The Town Administrator asked the that a letter be sent to the Board explaining the details of the request for the Board to consider at a later time.

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Ms. Schwaner to adjourn the meeting at 7:10PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator