

**Holderness Select Board
Meeting Minutes
October 12, 2021**

Select Board Members Present: Chair, Jill White, Vice Chair, Woodie Laverack, Sam Brickley Peter Francesco and Kelly Schwaner (joined the meeting at 6:16 PM).

Others Present: Town Administrator, Michael Capone, Ellen King, Town Clerk-Tax Collector, Fire Chief Eleanor Mardin, Marybeth Walker.

Call to Order: The meeting was called to order at 5:00 PM in the Public Safety Building meeting room.

Correspondence Items: Reviewed and discussed

Agenda Items:

Town Clerk-Tax Collector, Ellen King was present to get permission from the Board to proceed with the tax deeding discussed at the last meeting. The Town Administrator noted that he and Chief Mardin had walked the property and found no evidence of any hazardous material or other liabilities on the parcel. The Board was in agreement that Ellen should prepare the deed for action by the Board at their November 22, 2021 meeting.

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 4-0 in favor of the motion.

Approval of the Meeting Minutes of September 27, 2021: Mr. Brickley noted one minor grammatical correction and made a motion to approve the minutes of the September 27, 2021 meeting. There was a second from Mr. Francesco. There being no further discussion, the Board voted 4-0 in favor of the motion.

Consent Agenda: PSU Officer Appointment
Pemigewasset River Local Advisory Committee Reappointment

Mr. Francesco made a motion to approve the Consent Agenda. Mr. Laverack provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.

Department Head Visit- Chief Eleanor Mardin - Fire Department – Chief Mardin was present to provide the Board with an update on Department activity. The Department has responded to 316 calls to date. This is ahead of last year's call volume.

She also advised the Board that she had written a letter to a property owners association out on Mooney Point advising them that they need to improve an access point to the parcel that will allow Fire Department vehicles to safely get to the homes in that location. The current access point is too narrow for the Fire Engines to safely enter the property. If the access point is not widened, the Fire Department will not be able to respond to calls at the location.

Chief Mardin also advised the Board that she had received a number of calls regarding a camper parked in front of a home along route 113. Upon review of the zoning ordinance, she could find no options regarding the removal of the trailer from the property. The Town Administrator mentioned that he was following up with Counsel to see what options may be available for enforcement.

The Chief also mentioned that they were getting the mini-split units at the public safety building repaired as a leak had developed that was impacting the entire system.

The Board thanked Chief Mardin for attending the meeting.

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

Town Administrators Report October 12, 2021

1. Had an organizational meeting with the Budget Committee on Wednesday evening. Jill and I filled them in on some of the what is going on. They are good for the Wednesday, December 8th meeting from 8AM to Noon when the departments will present their budgets.

2. We can review the updated information submitted by the Assessors at the meeting. *Marybeth Walker of Corcoran Consulting was present for the review and took questions from the Board. The new values established in the review will be used to complete the MS-1 form to be submitted to the State as part of the Tax Rate setting process for the Fall tax bill. As anticipated given market conditions, there will be an overall increase in value Town wide that will be reflected in the Fall tax bill. This may help to offset some of the changes in value associated with individual properties.*

3. We have received a request to have the Town take over maintenance of Pleasant Place Drive. You may wish to consider the request at this or a future meeting. *The Board reviewed that matter briefly, noting that it has been past practice to have any request to have a road taken over by the Town go in front of Town meeting by petition. They asked the Town Administrator to follow up with Counsel to comment regarding this approach.*

4. We have been approved to receive a rebate from NHEC for the LED lighting upgrade at the Fire Station. It will be \$4,964.00 which is ½ the cost of the project. We hope to have the upgrade completed in November. A number of the fixtures in the equipment bays have failed and would need to be replaced anyway so now is a good time to do the project and take advantage of the rebate offer.

5. Heating Oil and Propane prices have increased dramatically from last season. Would like permission from the Board to pursue a seasonal pricing agreement with Dead River to lock in our per gallon pricing for the upcoming heating season. *The Board directed the Town Administrator to proceed with the process based on their previous authorization.*

6. We have been contacted by two State Representatives regarding the intersection of Route 175 and North Ashland Road. They were responding to a constituent request that more pavement be added to the intersection to widen the turning area at the intersection. After consultation with our Road Agent, we have advised them that widening the turn at the intersection will defeat the purpose of realigning the intersection in the first place which was to allow for a safer, low speed right angle turn as opposed to a higher speed arcing turn that could lead vehicles to skid into oncoming traffic on North Ashland Road. This has been communicated to the District Three Highway Engineer as well.

Non-Public Session: RSA 91A:3, II (b), if necessary – At 7:40 PM, Mr. Brickley made a motion to go into non-public session under RSA 91A:3, II (b). The motion was seconded by Mr. Francesco. The motion was approved 5-0 by a roll call vote.

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

At 7:50 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.

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

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Laverack to adjourn the meeting at 7:52PM. The Board voted 5-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator