

**Holderness Select Board
Meeting Minutes
October 25, 2021**

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

Others Present: Town Administrator, Michael Capone

Call to Order: The meeting was called to order at 5:00 PM in the second floor meeting room of the Town Office.

Correspondence Items: Reviewed and discussed

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. Brickley. There being no further discussion, the Board voted 4-0 in favor of the motion.

Approval of the Meeting Minutes of October 12, 2021: Mr. Brickley made a motion to approve the minutes of the October 12, 2021 meeting as written. There was a second from Mr. Laverack. There being no further discussion, the Board voted 4-0 in favor of the motion. Mr. Brickley also made a motion to approve the non-public minutes of the October 12, 2021 meeting as written. There was a second from Mr. Laverack. There being no further discussion, the Board voted 4-0 in favor of the motion.

Consent Agenda: MS-1

Exempt/Non-Taxable Property Report
Abatement Response-Map 245-039-A12

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

Non-Public Session: RSA 91A:3, II (b), (l) –At 5:35PM, Mr. Brickley made a motion to go into non-public session under RSA 91A:3, II (b) and (l). The motion was seconded from Mr. Laverack. The motion was approved 4-0 by a roll call vote.

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

At 6:25 PM, Mr. Brickley. 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 4-0 by a roll call vote.

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

Agenda Items: New Business: 2022-2023 Budget Schedule and Process – The Town Administrator reviewed some of the budget material available to date with the Board and took questions from those present. The Budget schedule was also reviewed and discussed. The first joint meeting with the Budget Committee will be on Wednesday, December 8, 2021 from 8-12. Department heads will present their budgets at that time.

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 25, 2021

1. The MS-1 is attached for your review. This is the last of the documents we need to submit for the tax rate setting. Once I have something from DRA, I will contact the Board so we can discuss options for the tax rate. I have also attached a copy of the estimated impact of the new assessed valuation to the local portion of the tax rate.
2. We may need to consider a number of unanticipated radio purchases in the next budget cycle. Our most recent grant application was not approved and we need to begin replacing some of our older radios in both the Fire and Police Departments. I have asked Department heads for a baseline number to start the process.
4. Another item that has come to the fore is the purchase of a payload for the highway department. Having just the one backhoe to handle all of the highway work presents challenges when that vehicle goes down. Using the Loader at the salt and sand shed would take some of the wear and tear off the Backhoe and provide backup should it go down. I am pricing new and used models to present for your consideration.
5. At the suggestion of the Municipal Association, I am going to schedule another public hearing for the Board to take comment on the acceptance of the full amount of the ARPA funds we have received to date and will receive next year. I will run the ad and notice it for the November 8th meeting.
6. We should probably start thinking about a dedication for the Town Report as well as the Board report.
7. We have locked in our fuel pricing for the upcoming heating season. The pricing is up from last season given market conditions.

8. We have received some additional information regarding the request to have the Town take over the maintenance of a new road. We can review this at your next meeting if you would like. *The Board reviewed the plan provided and continued their discussion from the previous meeting. Mr. Brickley mentioned that he had reviewed his notes from when Currier Field Road was taken by the Town and mentioned that it had to be petitioned by the residents. Other Board members mentioned that this had been the case in all of the instances they could recall. Mr. Brickley made a motion to notify the applicant that he should petition Town Meeting to accept the Road. There was a second from Ms. Schwaner. There being no further discussion, the Board voted 4-0 in favor of the motion. The Town Administrator will notify the applicant.*

9. Bids were solicited for the used water treatment equipment removed from service at the Public Safety building. One bid was received. The bid was for \$200. *Mr. Laverack made a motion to accept the bid and sell the equipment "as is" with no warranty. Mr. Brickley provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion.*

10. I will be attending a Health Officer Training Session on October 28, 2021.

11. I will be following up on a discussion the Road Agent and I had with two property owners regarding Perkins Lane and will report any additional findings to the Board.

12. I have prepared a draft document that provides an update on the cyclical revaluation recently completed by our assessors. The new property values will be reflected on the Fall tax bills. *The Board asked the Town Administrator to post the update on the website.*

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 7:07PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator