

**Holderness Select Board
Meeting Minutes
November 8, 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, Recreation Director, Wendy Werner, Trustee of Trust Funds Chair, Bonnie Hunt, Tink and Fran Taylor.

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

5:30PM Public Hearing: Receipt and acceptance of American Rescue Plan Act funding-per RSA31:95-b – Ms. White opened the public hearing at 5:30 PM and asked if there were any questions from those in attendance. Fran Taylor asked if Broadband was being considered as a possible source for the use of the funding. Ms. White indicated that Broadband was among the many uses being considered for the funds.

Tink Taylor asked if the New Hampshire Department of Transportation Safety Audits might be considered for funding.

Ms. White left the hearing open in the event there were additional comments to come from the public.

Department Head Visit: Wendy Werner- Recreation Director - Wendy was present to provide the Board with an update on activities in the Recreation Department. She noted that Volleyball, Basketball and Pickleball programs were all underway again at the Holderness Central School. Tai-Chi and basket making programs were being held at the Town Hall. She also hopes to have a drumming program this year. Wendy is also speaking with New Hampshire Fish and Game regarding OHRV courses.

The SummerEscape program was very successful with full participation and an almost all new group of staff. Wendy noted that she will be seeking a higher rate of compensation for staff members this year given the increased competition from the private sector. 5 Scholarships were awarded to campers this year.

Activity at the Beach was fairly quiet given all of the rainy weather. There are plans to speak with the New Hampshire Department of Environmental Services regarding replacement of some of the sand that has washed away at the beach. There will also be some work done on the beach path to try and eliminate the slippery conditions there.

Fran Taylor asked if provisions could be made to allow access for canoes and kayaks in the area adjacent to the beach. Wendy mentioned that the deed allowing us to use the parcel did not allow for watercraft at the beach. There was some discussion regarding having a conversation with the Squam Lakes association about allowing access there.

The Board thanked Wendy for attending the meeting.

New Business: Bonnie Hunt- Trustee of Trust Funds Update – Bonnie was present to provide her annual update to the Board. She reviewed the conversations from the annual meeting. She also reviewed and discussed the MS-9 and MS-10 forms that the Trustees prepare and submit to the State. These forms provide information on all of the Trust Funds held by the Town.

Bonnie noted that there had been no changes made to the current investment policy. There was some discussion regarding what types of investments could be made with the funds.

Bonnie also discussed the possibility of moving money from New Hampshire Deposit Investment Pool (NHPDIP) to another investment vehicle that might provide a better return. Presently, the NHPDIP provides a .02% return. One other institution with whom she had spoken was providing a .30% return. One of the requirements with regard to the investments was that they be collateralized. Bonnie was looking into this. Ms. White asked if an RFP should be prepared. There was discussion among those present and it was agreed that Bonnie should prepare and RFP to go out to prospective institutions.

Bonnie also mentioned that she was seeking new members for the Trustees. She had spoken to one possible candidate and may be looking for others as well.

The Board thanked Bonnie for her presentation and for all of the effort she has put in over the years in her role as Chair.

Public Participation: Fran Taylor was present to share her concerns with the Board regarding school bus stop signs on Route 113 that were no longer needed, and some dead trees in and around the cemetery that should be taken care of.

The Board thanked Fran for her input.

Ms. White closed the public hearing on acceptance of the ARPA funding at 6:14PM. The Board briefly discussed the next steps. Mr. Brickley made a motion to accept the amount of \$220,581.08 in funding through the American Rescue Plan Act (ARPA) as unanticipated revenue pursuant to RSA 31:95-b. The amount of \$110, 290.54 having been received in September of 2021 and an additional amount of \$110, 290.54 to be received in September of 2022. Mr. Francesco 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 had no new updates regarding changes to existing COVID protocols.

Old Business: 2022-2023 Budget Schedule and Process – the Town Administrator noted that Department Head budgets were due by the end of the week. He has been working on budget updates in an effort to get the draft budget out in advance of the deadline.

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 October 25, 2021: Mr. Brickley made a motion to approve the public minutes of the October 25, 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. Mr. Brickley also made a motion to approve the non-public minutes of the October 25, 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.

Consent Agenda/ Signature file: Solar Energy Exemption Map 246 Lot 019

Intent to Cut Map 241 Lots 099 and 124

Intent to Cut Map 241 Lot 060

Intent to Cut Map 227 Lot 25

Ms. Schwaner made a motion to approve the Consent Agenda. Mr. Francesco provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion.

Town Administrators Report November 8, 2021

1. Jeremy Bonan has accepted the position of Fire Chief. At present, he plans to begin the transition with Chief Mardin on or about, December 6th. He is not available to attend this meeting, but will be at the November 22nd, meeting.
2. We have been contacted by an abutter who is interested in purchasing the 1.5-acre Town owned lot on old route 113 (see attached map). Not sure how this lot came to be, but my research to date has not uncovered any reason why we could not sell it if you are so inclined. We would have to follow the process as outlined in RSA 41:14-a. *The Board authorized the Town Administrator to begin the review process on the parcel.*
3. We have been informed by our cleaning company that, due to a lack of staffing, they will not be cleaning any of our buildings after November 30th. I have contacted three other companies to solicit bids. Two have already scheduled walk throughs for Tuesday morning.

4. Chief Mardin has submitted a grant application for some funding that has recently come available through ARPA. She is going to pursue a 90/10 grant for department radios.
5. I have registered as our voting delegate for the NHMA annual meeting to be held on Wednesday, November 17th at the annual conference.
6. You may wish to formally consider a change to the amount afforded to full time employees who do not take health insurance. Presently it is \$1,000. *Mr. Brickley made a motion to increase the amount of money offered to full time employees who do not take Health Insurance to \$5,000/year payable quarterly. Those individuals who choose not to participate must provide proof of coverage through another policy. Ms. Schwaner provided a second. There was some discussion regarding the advantages of this approach noting that it could lead to some savings on insurance if individuals enrolled in other plans as the amount would be lower than what we currently pay for even a single person plan. There being no further discussion, the Board voted 5-0 in favor of the motion.*
7. The Library trustees and the Friends of the Library have been considering providing the funding for advanced education to full time employees and were seeking input from the Board. The only reference I can find in the Personnel Handbook that speaks to this is on page 19. It reads "requests from full time employees only for tuition reimbursement for work related college courses will be reviewed on a case by case basis by the Select Board." *The Board discussed the matter briefly. It was noted that library employees are technically not Town employees although an effort is made to follow the same guidance where possible. It was noted that funding for this would need to be part of the library operating budget proposed by the Library Trustees.*
8. State Representative Sallie Fellows has contacted me regarding concerns voiced by a constituent about the intersection of North Ashland Road and NH Route 175. The concern expressed is that there is not sufficient pavement coverage to make a right hand turn when approaching the intersection heading from Plymouth toward Holderness. This causes vehicles to drive into the paved drainage swale installed to collect runoff from the road. She asked that the Board members view the intersection and comment on the matter. *The Board members commented that they had viewed the area and taken the turn without incident. They also noted that the intersection appears to be functioning as intended when it was redesigned.*
9. Representative Fellows has also provided a copy of a bill she is sponsoring for your review. Please let her know if you have any questions,
10. Public Service has contacted us regarding reliability work they will be doing on their transmission line that runs to their Huckins Hill substation. They would like to share an overview of the project with us. *The Board asked the Town Administrator to contact them and attend the meeting on behalf of the Board.*

Non-Public Session: RSA 91A:3, II (b), (l) – None

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Francesco to adjourn the meeting 7:33PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator