

**Holderness Select Board
Meeting Minutes
March 14, 2022**

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

Others Present: Town Administrator, Michael Capone, Town Clerk, Ellen King

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: none

5:25PM Town Clerk, Ellen King swore in Kelly Schwaner to her second term on the Select Board.

5:30PM Agenda Items: Second Floor Meeting Room

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 Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion.

Approval of the Meeting Minutes of February 28, 2022: Ms. Schwaner made a motion to approve the minutes of the February 28, 2022 meeting as written. There was a second from Mr. Laverack. There being no further discussion, the Board voted 3-0 in favor of the motion.

Consent Agenda/ Signature file: Boat Fee Agent Appt.-Christopher Chant, Matthew Daigneault
Certification of Yield Taxes Assessed Map 241-099 and 241-124
Certification of Yield Taxes Assessed Map 225-050
Board and Committee Reappointments -Planning,
Zoning, Conservation and Recreation
MS232

Mr. Laverack made a motion to approve the Consent Agenda. Ms. Schwaner provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

New Business: Adoption of Update Hazard Mitigation Plan: The Town Administrator noted that the plan had been posted on line for public review and comment. No additional comments had been received. There were no comments or questions from the Board.

Ms. Schwaner made a motion to adopt the Hazard Mitigation Plan 2022 Update and have the Board sign the certificate of adoption. Mr. Laverack provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

Ms. Schwaner made a motion for the Select Board to approve the resolution approving the Holderness Hazard Mitigation Plan 2022 Update as a community Wildfire Protection Plan and to further authorize, Board Chair, Jill White to sign the resolution on behalf of the Board. Mr. Laverack provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

Follow up from own Meeting – Ms. White suggested that, if possible, additional ballot clerks should be available to assist the ballot counting at the close of the election. New Ballot clerks could be paired with experienced ballot clerks for training purposes.

The Town Administrator mentioned that he would be continuing his review of Town Roads and possible changes to road standards.

Old Business: COVID 19 Protocols -update: The Town Administrator reported that there were no proposed changes to COVID protocols at this time.

Public Participation: None

Town Administrators Report March 14, 2022

1. We received a copy of the Alteration of Terrain Permit for the Power Line replacement project. It is available at the Town Office if you wish to review it. Still waiting on their submissions as required by section 500 of the Zoning Ordinance.
2. Will be continuing my research into our phone hardware and possible changes to both the hardware and the service of our phone lines.
3. Looking into a new requirement to have all of our AED location registered with the State. Will review with Chief Bonan.
4. Working on preparing a Board of Health Report which is a new requirement for 2022. More to follow.
5. Received correspondence from the State Liquor Commission seeking comment on an application received for a restaurant/cocktail lounge liquor license for Walters Basin LLC, Gary Chaffee, member. *The Town Administrator mentioned that he had prepared a letter of support for the application should the Board wish to have it signed and forwarded to the liquor commission. Ms. Schwaner made a motion to forward the letter of support to the liquor Commission and to further authorize, Board Chair, Jill White to sign the letter on behalf of the Board. Mr. Laverack provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.*

6. The Town Administrator mentioned that he would be participating in the New Hampshire Municipal Commission's Legislative Policy process as a member of the Finance and Revenue Committee. The weekly meetings begin on April 1 and will last approximately four to six weeks.

7. Received a copy of a Baseline Documentation Report (BDR) from the Squam Lakes Conservation Society (SLCS) this morning regarding the 1-foot easement they along the channel where it borders Curry Place and a section of the adjacent Town Parcel. Have not had time to thoroughly review the plan, but it appears the SLCS would like the Town and the owners of Curry Place to sign the document. Will provide an update for the Board at the next meeting

Non-Public Session: RSA 91A:3, II (e), (I) - None

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Laverack moved, with a second from Ms. Schwaner to adjourn the meeting at 5:52PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator