

**Holderness Select Board
Meeting Minutes
April 25, 2022**

Select Board Members Present: Acting Chair, Sam Brickley, Peter Francesco and Kelly Schwaner.

Others Present: Town Administrator, Michael Capone, Police Chief, Erik DiFilippe

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: DRA USPAP report notice. Letter from contractor

5:30PM Agenda Items: Second Floor Meeting Room

Police Chief – Erik DiFilippe: Chief DiFilippe was present to advise the Board of a staffing issue and to request that the Board authorize him to hire an additional officer in advance of the July 1, 2022 start date. In reviewing the operating budget and based on a discussion with the Town Administrator and Town Counsel, this would be permissible providing there is sufficient funding in the current operating budget to do so. Mr. Brickley made a motion to authorize the Chief to hire the officer. There was a second from Mr. Francesco. The Board voted 3-0 in favor of the motion.

Non-Public Session: RSA 91A:3, II (a), (b) – at 5:47PM, Ms. Schwaner made a motion to go into non - public session under RSA 91A:3, II (a), (b). The motion was seconded by Mr. Francesco. The motion was approved 3-0 by a roll call vote.

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

The Board asked Chief DiFilippe to join the nonpublic session.

At 5:56 PM, after the Board returned to public session, Ms. Schwaner 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. Francesco. The motion was approved 3-0 by a roll call vote.

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

The Board thanked Chief DiFilippe for attending the 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 Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion.

Approval of the Meeting Minutes of April 11, 2022: Public and Non-Public- Mr. Francesco made a motion to approve the public and non-public minutes of April 11, 2022 as written. There was a second from Ms. Schwaner. There being no further discussion, the Board voted 3-0 in favor of the motion.

Consent Agenda/ Signature file: Intent to Cut Map 210 Lot 008 Sub Lot 001
Intent to Cut Map 204 Lot 030
Veterans Tax Credit Map 222 Lot 007
Hawkers/Peddlers License-Tartaglia's Pizza
Tax Abatement, New England Telephone
Outdoor Liquor License letter of Support-Walters Basin

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

New Business: Memorial Day Ceremony – The Board discussed whether to hold for having an in person Memorial Day ceremony this year. The Dupuis-Cross Post 15 of the American Legion and the Holderness Central School Band would both be available for the event. After a brief discussion the Board was in agreement that it would be nice to be able to hold the ceremony in person again. They asked the Town Administrator to follow up on making final arrangements to hold the ceremony at 11AM on Monday, May 30th at the Veterans Honor Roll next to the library.

Old Business: None

Public Participation: None

Town Administrators Report April 25, 2022

1. I will be following up with Consolidated to get voice mail activated on the phones that need it. The only issues I am aware of are in the Town office where we have a "phone system." We may have to program all of the lines with a voice mail message above and beyond what we have on our individual consoles.
2. We are still waiting on the appraisal for the property on Route 113. If there are other options you wish to consider, now would be a good time to discuss them.
3. A Request for Proposals has gone out to a number of Municipal Auditing firms. The deadline for submissions is May 20, 2022.

4. Request for bids have been forwarded to area companies for paving and road reconstruction services for 2022. The Deadline for responses in May 23, 2022 at 4PM. The bids will be opened at 5:30PM on May 23, 2022.

5. I have been in conversation with Department Heads regarding planned capital purchases in an effort to update our capital plan prior to the start to the 2023-2024 Budget Process.

6. The Squam Lakes Conservation Society (SLCS) was present at the last Conservation Commission Meeting and discussed the possibility of the transfer of title of a current conservation parcel to SLCS as it is adjacent to other existing SLCS property. There was also discussion of the possible acquisition of some property taken by tax deed. The Town Administrator will schedule a visit from SLCS at a future Board meeting to discuss this in more detail with SLCS.

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Ms. Schwaner to adjourn the meeting at 6:59PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator