

**Holderness Select Board
Meeting Minutes
August 15, 2022**

Select Board Members Present: Chair, Jill White, Vice Chair, Woodie Laverack and Peter Francesco.

Others Present: Town Administrator, Michael Capone, Town Treasurer, Todd Elgin.

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

Correspondence Items: reviewed by the Board members.

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

Approval of the Meeting Minutes of August 1, 2022: Mr. Laverack made a motion to approve the meeting minutes of August 1, 2022 as written. There was a second from Mr. Francesco. There being no further discussion, the Board voted 3-0 in favor of the motion.

Consent Agenda/ Signature file: Yield Tax Levy – Map 225-050
Health Officer Nomination Form

Mr. Francesco made a motion to approve the consent agenda as presented. There was a second from Mr. Laverack. There being no further discussion, the Board voted 3-0 in favor of the motion.

New Business: 5:30PM Public Hearing; Acceptance of Unanticipated Revenue from Senate Bill 401- Ms. White opened the public hearing at 5:30PM. This includes both additional Block Grant funding of \$61,565.98 and Bridge Aid in the amount of \$32,613. No members of the public were present. The hearing was left open as other business was conducted.

Town Treasurer- Todd Elgin: Annual Update, Review and signing of the General Funds Policy- Mr. Elgin was present for his annual financial review with the Board. He reviewed current account balances various financial indices with the Board. Mr. Elgin also discussed various options available given those balances and indices. He recommended that the Board continue with its current investment strategy for the time being.

Mr. Elgin also reviewed the status of an older Conservation Commission account and the Rand Garden Fund, both of which have relatively small balances and no activity. These accounts generate little interest and potentially could have inactivity fees assessed against them. The Board discussed options for spending down the small balances and closing out the accounts. The Town Administrator will follow up on this.

Mr. Elgin also noted that there were no changes to the current General Funds Policy. The Board reviewed a copy of the Policy. Mr. Francesco made a motion to readopt the current policy as written. Mr. Laverack provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

Ms. White thanked Mr. Elgin for all of his efforts to obtain favorable interest rates and rates of return on all of the Town Accounts.

5:30PM Public Hearing; Acceptance of Unanticipated Revenue from Senate Bill 401-continued. Ms. White closed the public hearing at 6:15PM. No public input was received. Mr. Francesco made a motion to accept the funds under RSA 31:95-b and spend them for the purposes as described in the bill and subsequent notifications. Mr. Laverack provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.

Public Participation: None

Town Administrators Report

August 15, 2022

1. Wayne Sabato has accepted an offer of employment for the open equipment operator/laborer position in the highway department. His pre-employment physical has been completed and his background check is in process. We anticipate a start date of September 5th or sooner.
2. Brian Tracy has been sworn in as our new part time police officer filling the opening created by Officer Nash's retirement.
3. Propane is at 1.899 as of 7/29. No 2 fuel Oil is at 3.979. Last year's pricing was 2.049 and 2.879 respectively. Based on my research, we may have a small window where the pricing could go down a bit more, but who knows for certain. I have inquired as to whether the pricing could be contracted separately and was told that was an option. *The Board discussed the matter and agreed that the Town Administrator should pursue an agreement on propane, but continue to monitor the #2 fuel pricing.*
4. You may wish to consider rescinding the 10-day allowance for COVID related absences given the change in CDC guidance. We have checked and most towns have discontinued it. It can always be handled on a case-by-case basis should an unusual circumstance arise. *The Board discussed the matter briefly and deferred action until the next meeting when the full Board will be present.*

5. Recent legislation requires that Land Use Board fees be published online so as to be available to the public. *The Board reviewed the updated fee listing prepared by the Land Use Boards Assistant, Cindy Hannus. Mr. Laverack made a motion to accept and publish the fees as presented. Mr. Francesco provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.*

6. I will be out of the office the week of 8/22 to 8/26, but available by phone or email. As of now the agenda for 8/29 will include a department visit from Scott Davis and a Public Hearing to accept the second round of ARPA money. I will get the agenda published and posted on Friday, 8/29, but may not have an Administrators report available.

Board Member Reports: none

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Mr. Laverack to adjourn the meeting at 6:50PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator