

**Holderness Select Board
Meeting Minutes
September 12, 2022**

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

Others Present: Town Administrator, Michael Capone, Fire Chief, Jeremy Bonan, Recreation Director, Wendy Werner, Police Chief, Erik DiFilippe and Angi Francesco.

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. 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 4-0 in favor of the motion.

Approval of the Meeting Minutes of August 29, 2022: Mr. Laverack made a motion to approve the meeting minutes of August 29, 2022 as written. Mr. Brickley provide a second. Ms. White noted a minor spelling error which was corrected by the Town Administrator. There being no further discussion, the Board voted 4-0 in favor approving the minutes as amended.

Mr. Brickley made a motion to accept the non-public minutes of August 29, 2022 as written. There was a second from Mr. Laverack. There being no further discussion, the Board voted 4-0 in favor the motion.

Consent Agenda/ Signature file: MS-1

Mr. Brickley made a motion to approve the consent agenda as presented. There was a second from Mr. Francesco. There being no further discussion, the Board voted 4-0 in favor of the motion.

New Business: Primary Day responsibilities – The Board reviewed their roles and responsibilities for tomorrows primary.

Old Business: Town Operating Budget 2023-2024 – The Board agreed to hold a meeting on October 17 to discuss some aspects of the 2023-24 operating budget including Capital Expenditures and the impacts of inflation.

Department Head Visit: Wendy Werner-Recreation Director - Wendy provided an update for the Board noting that evening recreational activities at the Holderness Central school including, Basketball, Volleyball, Pickle Ball and Badminton were starting up this week. Wendy mentioned that the Central School had been most helpful in accommodating these activities. Tai Chi classes were starting up at the Town Hall on September 21st. Basket making classes were ongoing and completely booked for the next few months. Yoga was ongoing Tuesday and Thursday mornings as well.

The Summer Escape program was very successful this year with a full complement of campers for 5 of the 6 weeks the program ran. Once again, the Central School provided their facility for the program. Due to the generous support of contributors, eight children obtained scholarships to participate.

The raft was replaced at the Beach. Things went well there. A permit was obtained from NHDES for a water mitigation project. Another permit will be submitted to replace some of the Beach Sand. There was some question regarding the ability to enforce restrictions within the area defined by the swim lines. Counsel will be contacted for options to be considered.

Nate Fuller and Adar Fejes did a great job organizing and obtaining sponsors for the Summer Concert Series. All of the performances were well attended.

A snow machine safety course is scheduled for 12/3.

Work has begun on the 23-24 budget.

The Board thanked Wendy for all of her work in organizing all of the programs and providing so many opportunities for both young and old residents.

Public Participation: Angi Francesco, from the SLA, was present to seek a letter of support from the Board for a project to address storm water runoff impacting Big Squam. The letter is in support of a request for NHDES 319 Funds to install a ditch, a turnout, a runoff diverter and establish a vegetation buffer in the vicinity of Cotton Cove. There would be no financial commitment on the part of the Town at this time, but the Holderness Highway Department may participate in the project.

A sample support letter had been prepared for the Boards review and signature by the Board Chair. The letter was made available to the SLA for submission with their request for funding.

Department Head Visit: Erik DiFilippe-Police Chief – Chief DiFilippe was present to provide a brief update to the Board regarding the Police Department. He noted that Officer Morrill had recently resigned his position to pursue another career path, creating an opening in the Police Department. Chief DiFilippe mentioned that he will be posting the job opening tomorrow.

The Chief also advised that Dodge is discontinuing production of the Charger and he will most likely be replacing the next cruiser to come out of line with a Ford Explorer SUV as these are still in production. The advantage in doing this is that the equipment in the cruiser to be replaced, which is also a Ford Explorer, can be transferred into the replacement SUV saving equipment costs.

The Board thanked Chief DiFilippe for attending the meeting.

Town Administrators Report

September 12, 2022

1. We have received a request from the Coalition Communities to authorize someone to act on behalf of the Town. In the past you have voted to authorize me and I assume you will want to continue along that path so I took the liberty of completing the form that way. You will need to vote to authorize me and have Jill sign the document. *Mr. Brickley made a motion to authorize the Town Administrator to act on behalf of the Town in matters related to activity by the Coalition Communities and further to authorize Ms. White to sign the appropriate paperwork. Mr. Laverack provided a second. There being no further discussion the Board voted 4-0 in favor of the motion.*

2. Locked in pricing on Propane at 1.899 and # 2 fuel Oil at 3.969 as they both took upturns this week. Last year's pricing was 2.049 and 2.879 respectively. Based on our annual usage of 2500 gallons of propane and 2100 gallons of number 2 fuel, it represents a net increase of \$1914.00 over the current years budgeted pricing. We save \$375 on the propane, but lose \$2289 on the #2 fuel. The good news is we have \$14,375 budgeted in the heating lines for the current budget and, based on our current usage, we would spend \$13,083 on fuel and propane this heating season so we might be okay.

Mr. Laverack left the meeting at 6:17PM

3. Have scheduled an onsite flu clinic through Speare for Wednesday, October 26 from 9-11 at the Town Office. Will post to the website once I have more information on the insurance particulars from Speare.

4. Ted Vansant has supplied updated figures for the two solar projects under consideration by the Board. The revised pricing reflects the 30% credit on Solar Installations which is part of the Federal Build Back Better Plan. The details on how this credit works for municipalities are still being worked out at this time. The credit will reduce the payback time on the projects.

5. We should discuss section 400.21.1 of the zoning ordinance relating to Special Event Permits. The language in that section is unclear as to whether the Select Board has the authority to waive to Site Plan review requirement for locations that host repeat events such as weddings. Will get Counsels take on it, but would be interested in the Boards thoughts as it could impact at least two properties that have been hosting repeat events and have not gone through site plan. *The Board deferred action on this item until an update is received from Counsel.*

Board Member Reports: Mr. Francesco asked that some consideration be given to placing a more permanent sign in front of the Town Office to post meetings and recreational events.

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Mr. Francesco, to adjourn the meeting at 6:37PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator