

**Holderness Select Board
Meeting Minutes
November 21, 2022**

Select Board Members Present: Vice Chair, Woodie Laverack, Sam Brickley and Kelly Schwaner

Others Present: Town Administrator, Michael Capone, Transfer Station Supervisor, Scott Davis, Tristan Patridge, Paige Vansickle and Ella Claudio.

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

Pledge of Allegiance: Vice Chair, Laverack led those present in the pledge of allegiance.

The Board welcomed Plymouth Regional High School Sophomores, Tristan Patridge, Paige Vansickle and Ella Claudio to the meeting. The students were in attendance as part of their Civics class.

Approval and Signing of Payroll and Payables Checks: Ms. Schwaner made a motion to approve the payroll and accounts payable manifests and to issue checks accordingly. There was a second from Mr. Brickley. There being no further discussion, the Board voted 3-0 in favor of the motion.

Approval of the Meeting Minutes of November 7, 2022: Ms. Schwaner made a motion to approve the meeting minutes of November 7, 2022. Mr. Brickley provided a second. There being no further discussion, the Board voted 3-0 in favor of approving the minutes as written.

Consent Agenda/ Signature file: Health Insurance Reimbursement
Appointment – Planning Board Alternate
Solar Energy Exemption Map 246 Lot 030
Sanders Searches Agreement

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

New Business - Department Head Visit: Transfer Station Supervisor, Scott Davis – Scott was present to provide an update on Transfer Station activity. He mentioned that he was working with multiple vendors to get the scrap metal pile down to allow more room for plowing. Scott also noted that he was working on getting the tire area cleaned up. Our current hauler has raised

their fee to five dollars per tire, so we may need to increase what we charge for disposal. The Town Administrator is reviewing all of the current fees versus current expenses to see if any other increases will be necessary.

Scott mentioned that there was an adequate supply of waste oil at the station and he may have another tank for the highway department to use to heat their garage.

Scott has also been working on getting quotes for the repairs of the office entryway damaged last summer. He may wait until spring to do the repairs so the building will not be exposed to the elements during the winter months.

The Town Administrator and Scott mentioned that they had been discussing the placement of a metal outbuilding in the vicinity of the aluminum and tire recycling areas to protect both sections from the elements. They suggested that it might be a good use of ARPA funds as there is not a sufficient balance in the Transfer Station capital reserve to purchase and erect the structure. The Board asked Scott and the Town Administrator get some pricing and plans for them to review.

Scott also asked if the Board would be okay if he and Cory worked on December 26th, which is a Town holiday. This would allow residents to dispose of their holiday trash the day after Christmas and not have to hold onto it until the middle of the week. Scott and Cory would trade off another day so as to not accrue overtime. The Board was fine with the suggestion and asked the Town Administrator to be certain to post a notice on the website.

The Board thanked Scott, Cory and Hanz for all of their work at the Transfer Station.

Old Business: Town Operating Budget 2023-2024 – The Town Administrator provided a brief update on the 23-24 fiscal year budget noting that he was organizing all of the budget material received from Department Heads into a spreadsheet format. He still planned to have all of the budget material distributed to the Board and the Budget Committee on or before December 2nd.

Public Participation: None

Town Administrators Report

November 21, 2022

1. The furnace on the basement floor of the Town Hall is not working. The heat exchanger has become clogged. Given the age of the furnace and some other factors, the best option will be to replace it. We are using small portable heaters to keep the temperature comfortable. The good news is since we are mostly below ground, we do not lose too much heat. We reached out to a couple of vendors for pricing and delivery on a new furnace and should have one installed before the end of the month. We can pay for the replacement from the Building Capital Reserve.

2. The Highway crew will be fully staffed beginning Tuesday, November 22nd. Our recent hire, Eddie Graziano will be back from some pre-approved time off and our new hire, Jake LePard will be starting on Monday, 11/21.

3. The Squam Lakes Conservation Society will be attending our December 5th meeting to discuss their request that the Town consider conveying two parcels obtained through tax deeds to them.
4. CSA Env. Consultants has been retained by the Town Line Cooperative to design water and sewer upgrades for them. The projects are being funded through the 2021 ARPA disadvantaged Communities program. CSA is in the process in designing new septic systems for all the units over 10 years old, replacing the waterlines and designing a new well house. Due to existing utilities in the park, they are requesting permission to install approximately 400 linear feet of 4" HPDE waterline along Livermore Road. I have forwarded this to Kevin for his input. Board permission is required for them to do this work as it would be within the right of way of the Town Road.
5. The update of the Solid Waste Permit for the Transfer Station has taken a back seat to Budget preparation. Will get back to it shortly.
6. We will be preparing follow up notifications for two outstanding enforcement issues.
7. **Attached** is a copy of the new agreement for the New Hampshire Humane Society. It includes a 10% increase in their annual fee. This is the first increase I can recall in my seven years here. They provide a good service. If you would like, the Board can vote to approve it and authorize someone to sign on their behalf. *Ms. Schwaner made a motion to accept the terms of the agreement and authorize the Vice-Chair to sign it on behalf of the Board. Mr. Brickley provided a second. There being no further discussion, the Board voted 3-0 in favor of the motion.*
8. The road reconstruction and base coat paving has been completed on the backside of Shepard Hill.
9. The Plaintiffs in the Superior Court Case Steven Rand et al vs. State of New Hampshire have filed a motion for a temporary restraining order to preserve the status quo while the court assigns a new judge to preside after the prior judge's recusal.

Board Member Reports: None

Adjournment: With no further business to come before the Board, Mr. Brickley moved, with a second from Ms. Schwaner, to adjourn the meeting at 6:14PM. The Board voted 3-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone
Town Administrator