

**Holderness Select Board  
Meeting Minutes  
February 13, 2023**

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

**Others Present:** Town Administrator, Michael Capone, Fire Chief, Jeremy Bonan

**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. Individual members reviewed the payroll and accounts payable manifests as well as the items in the consent agenda.

**5:30PM Agenda Items:** Second Floor Meeting Room.

**Department Head Visit- Fire Chief, Jeremy Bonan** – Chief Bonan was present to provide a department update. He mentioned that he was trying to repair a coolant leak on Engine 5 and was also working on other repairs in the station. The department was running 10 calls ahead of last years pace on this date.

The Town Administrator joined the Chief in providing an update regarding our current and future ambulance contracts. It was noted that correspondence had been received from the Plymouth Fire Department advising that there would be a significant increase in the contract for the 24-25 budget year. The increase would be due mainly to the growing disparity between the cost to deliver services versus what is received from insurance companies for reimbursement of those services.

The Board discussed the matter briefly with Chief Bonan and the Town Administrator. Chief Bonan mentioned that this was an issue with many ambulance services and even with a potential increase in cost, running our own ambulance would be significantly more expensive. The Board asked both the Town Administrator and Chief Bonan to continue to monitor the situation and keep the Board updated.

**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 4-0 in favor of the motion.

**Approval of the Meeting Minutes of January 30, 2023:** Ms. Schwaner made a motion to approve the meeting minutes of January 30, 2023 as written. Mr. Brickley provided a second. There being no further discussion, the Board voted 4-0 in favor approving the minutes as written.

**Consent Agenda/ Signature file:** Land Use Change Tax Map 227 Lot 050  
Land Use Change Tax Map 230 Lot 002  
LRPC Commissioner Appointment  
Ambulance Agreement with Plymouth 7/1/23 to 6/30/24

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 4-0 in favor of the motion.

**New Business: Review and vote on the final warrant** – The Board briefly reviewed the final draft of the warrant to be posted with the MS 737. One additional petitioned warrant article had been received since the Board had last reviewed the warrant. Mr. Francesco made a motion that the warrant, as presently written, should be posted with the MS737. Mr. Laverack provided a second. There being no further discussion, the Board voted 4-0 in favor of the motion. The Town Administrator circulated two copies of the warrant for signature.

**Old Business: Review and comment from the Budget Hearing:** The Town Administrator and Ms. Schwaner provided a brief update of the presentation and discussion from the Budget Hearing on February 8, 2023 and took questions from the Board.

**Public Participation:** None

## **Town Administrators Report**

**February 13, 2023**

1. Would like to discuss whether we can go forward on the repeater proposal for the Highway Garage. It would greatly improve radio communications throughout Town and give Kevin some confidence he can communicate with all of his vehicles. We have a quote **(attached)** from Ossipee Mountain Electronics. It is presently on the list of ARPA projects. *Mr. Francesco made an inquiry regarding how the present system works and why Police and Fire did not have the same issue. The Town Administrator mentioned that he believed it was due to the fact that Police and Fire both have a separate dispatch service, but Highway does not. He will verify with the Highway Supervisor and report back at the next meeting.*
2. Spoke with Ted Vansant last week about getting an update on the ground mounted pricing for the Public Safety Building. Awaiting his response.
3. Spoke with Counsel regarding the tuition reimbursement policy. **Attached** is the draft proposal. There are a few decisions to be made with regard to parameters. *The Board will review the draft and discuss at a future meeting.*
4. According to the Secretary of State, candidates can sign the ballot seals. They cannot count the ballots, so I guess either Jill or Peter can come back to sign on Tuesday, March 14<sup>th</sup>

5. I have **attached** a copy of the MS737 if you care to look it over. The members of the Budget Committee are coming in to sign it so we can post it with the warrant.

**Board Member Reports: None**

**Adjournment:** With no further business to come before the Board, Mr. Francesco moved, with a second from Mr. Brickley, to adjourn the meeting at 6:44PM. The Board voted 4-0 in favor of adjournment.

Respectfully submitted,

Michael R. Capone  
Town Administrator