

**Holderness Select Board
Meeting Minutes
3/23/2026**

Select Board Members Present: Chair, Jill White, Vice Chair, Kelly Schwaner, Sam Brickley, Peter Francesco and Campbell Lovett.

Others Present: Town Administrator, Michael Capone, Fire Chief, Jeremy Bonan, Plymouth Regional High School students Haven Eaton, Woody Emmons, Ellie Gaw, Sebastian Ibarguen, Holderness residents Heidi Emmons, Jessica Ibarguen, Elizabeth Beeson and Michael Salmon

Call to Order: The meeting was called to order at 5:00 PM in the upper-level meeting room of the Holderness town office.

The Board reviewed correspondence as well as payroll, accounts payable manifests and consent agenda items.

5:30PM - Pledge of Allegiance: Ms. White led those present in the Pledge of Allegiance.

5:30PM – Agenda Items

Approval and Signing of Payroll and Payables Checks: Mr. Lovett 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 5-0 in favor of the motion.

Approval of the public meeting minutes of March 9, 2026: Mr. Schwaner made a motion to approve the public meeting minutes of March 9, 2026 as written. Mr. Francesco provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion.

Approval of the nonpublic meeting minutes of March 9, 2026: Mr. Francesco made a motion to approve the nonpublic meeting minutes of March 9, 2026 as written. Ms. Schwaner provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion.

Consent Agenda/ Signature file: Intent to cut Map 250 Lot 13

Tax credit for service-connected total disability Map 245 Lot
041

MS232

Raffle Permit-Holderness School

3 Recreation Committee Appointments

Mr. Brickley made a motion to approve the consent agenda. Mr. Francesco provided a second. There being no further discussion, the Board voted 5-0 in favor of the motion.

Department Head Visit: None

New Business: Town Meeting debrief – Ms. White advised the Board that she and the Town administrator had followed up with Counsel regarding the path forward for the petitioners on Lane Road and sent them an email with the details.

Polling Location for September and November in 2026 – the Town Administrator mentioned that Holderness Central School had contacted him to ask if the Board was planning to use the school for voting in the 2026 Primary and midterm elections. The Board discussed the matter briefly and concluded that both elections could be held at the Town Hall so as not to impact the school's schedule. The Town Administrator will notify the school of the Board's decision.

Heidi Emmons and Plymouth Regional High School Students: food composting pilot project - Plymouth Regional High School students Haven Eaton, Woody Emmons, Ellie Gaw and Sebastian Ibarguen were present along with the project facilitator, Heidi Emmons, to present a proposal to the Board regarding a pilot project for food composting to be undertaken at the Transfer Station.

In their presentation the students provide some background on how they became interested in the topic and their efforts to date which include a very successful project at the Holderness Central School (HCS) where they have collected over 4000 pounds of food waste that has been transported by Heidi Emmons to Willoughby Ridge Farm and composted.

The students would like to expand their project scope and while they recognize that our Transfer Station is not a viable option as a composting location at this time, they do believe it could be another collection point. They continued their presentation and outlined a plan for collecting food waste at the Transfer Station that could be transported to the Willoughby Ridge Farm site for processing.

To accomplish this, they would place signs they have made to educate folks on what can be composted. They also suggested that collection tubs with covers similar to those used at HCS, could be placed at the Transfer Station for daytime collection and stored indoors at the Transfer Station when it is closed.

They suggested that the Town check with NHDES to be certain this activity would be covered under the Town's existing permit. It was noted that they had already spoken with Scott Davis, the Transfer Station Supervisor and he was supportive of having a trial period.

The students mentioned that there have been no issues with pests or odors at the composting site since the program's inception. The site also presently has excess capacity so there would be plenty of room to accommodate the 3-month trial program.

At this point, the students asked if there were any questions from the Board.

Mr. Lovett asked when they though the project could be started. The students replied that they felt running the trial from May through July would work best.

Miss White asked what would be needed in the way of equipment from the Town. The students replied that four collection barrels and dolly's similar to those used at HCS would be needed.

Mr. Francesco asked about collection devices folks could use at home to store their waste prior to bringing it to the Transfer Station. Ms. Emmons discussed a number of possible containers with lids that could be secured would work fine.

Mr. Salmon asked about signage. The Town Administrator mentioned that he could check with New Hampshire the Beautiful to see if they have any existing signage that they could supply. He also mentioned that he would follow up with NHDES to get an answer to the permitting question.

Ms. White and members of the Board complimented the students on the excellent presentation and their willingness to undertake such a meaningful project. She noted the Board would follow up on their requests to see if they could move the project forward.

Public Participation: None

Town Administrators Report For March 23, 2026

1. Scott was in for his first "shadow "session. We met with department heads during their monthly meeting and covered a lot of ground regarding projects in process and outstanding matters as well as operational matters. He will be back again on 3/24.
2. Scott mentioned at the meeting that he hoped to have an update on the PSU police MOU in the next week or so. The PSU contact is out for the school's spring break.
3. The MS232 is attached for your review. It balances with our warrant and will be submitted to NHDRA for review once it has been signed by the board.
4. Wanted you to know that we are now paying out health insurance buyouts on a bi-weekly basis to better align with other payroll and payables responsibilities.
5. Received the 26-27 Ambulance agreement earlier in the day and wanted to see if the Board wished to review it prior to signing it and returning it to Plymouth. It contains the same conditions as the 25-26 agreement. It should be noted that Plymouth has received a grant that would allow them to hire additional personnel. This would allow Plymouth to have sufficient staffing at the station for them to send two ambulances simultaneously if needed which would

further improve the service level they currently provide. *Being familiar with the agreement, the Board elected to sign it this evening.*

6. Working on a response to a 91-A request that I hope to have completed prior to his leaving.

7. Working with Chief Bonan regarding having the Chief assume the Health Officer position. Will be meeting in the next week to review the matter further.

8. Had sent a draft of a support letter for legislation regarding net metering to you earlier in the day for consideration at tonight's meeting. *The Board discussed the matter briefly and while they were generally in support of the idea, they had not had sufficient time to review the matter and, as such, no motion was made to sign the letter. The Town Administrator mentioned that they could go to the State Senate website and submit individual comments in support of the legislation prior to the hearing on Wednesday.*

9. Wanted to let you know that I would be happy to extend my departure until Tuesday, April 7 so I can be at the meeting on April 6 and do the draft minutes from that meeting on the 7th. That way, Scott will be all set when he comes on Board full time on the April 20. *The Board thanked the Town Administrator for his offer.*

Board Member Reports: Mr. Francesco asked if the Board wished to discuss Committee and Board assignments as well as electing a Chair and Vice Chair. Ms. White suggested the Board members give the matter some thought and take it up at the meeting on April 6th.

Non-Public Session: If necessary - RSA 91A:3, II (I): None

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Mr. Lovett to adjourn the meeting at 6:45PM. There being no further discussion, The Board voted 5-0 in favor of the motion.

Respectfully submitted,

Michael R. Capone
Town Administrator