



TOWN OF HOLDERNESS

NEW HAMPSHIRE

Holderness Select Board Meeting Minutes 5/18/2026

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

Others Present: Town Administrator, Scott Weden, Wendy Werner, Recreation Director and Carl Knowlton, Representative running for the NHEC Board of Directors

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.

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 Ms. Schwaner. There being no further discussion, the Board voted 4-0 in favor of the motion.

Approval of Minutes:

Motion to approve the minutes of May 4th meeting was made by Ms. Schwaner, seconded by Mr. Francesco. There being no further discussion, the Board voted 4-0 in favor of the motion.

Consent Agenda:

- Items for the consent agenda/signature file:
 - Application Current Use Assessment-Tax Map 227-022
 - Municipality Land Use Change Tax Bill-Tax Map 206-006
 - Warrant for Land Use Change Tax-Tax Map 206-006
 - Municipality Land Use Change Tax Bill-Tax Map 226-012

- Warrant for Land Use Change Tax-Tax Map 226-012
- Intent to Cut Application-Tax Map 204-002
- Intent to Cut Application-Tax Map 208-001
- Permission to Move Camper-Tax Map 245-039-A08
- 2025 Fourth Quarter Sewer Warrant
- Tax Warrant 2026 PO1
- Motion to approve the items from the consent agenda was made by Ms. Schwaner, seconded by Mr. Francesco. There being no further discussion, the Board voted 4-0 in favor of the motion.

Opening Paving Bids

- Opening paving bids from Peckham Road Corp, R&D Paving, and Busby Construction.
- Peckham Road Corp. Paving bid:
 - Road 1 (Perch Pond): \$185,325
 - Road 2 (Beede Road): \$22,062.50
 - Road 3 (Christian Lane): \$15,179
 - Road 4 (Piper Lane): \$16,767.50
 - Total: \$239,334
- R&D Paving bid:
 - Road 1 (Perch Pond): \$232,960
 - Road 2 (Beede Road): \$27,552
 - Road 3 (Christian Lane): \$19,040
 - Road 4 (Piper Lane): \$21,056
 - Total: \$300,608
- Busby Construction Paving bid:
 - Road 1 (Perch Pond): \$229,795.50
 - Road 2 (Beede Road): \$27,157.65
 - Road 3 (Christian Lane): \$18,801.45
 - Road 4 (Piper Lane): \$20,670.60
 - Total: \$296,425.50
- Apparent low bidder: Peckham Road Corp (\$239,334).
- Motion to accept by Mr. Francesco and seconded by Ms. Schwaner. Peckham's bid subject to review by the town agent, road agent, and town administrator.

Department Head Wendy Werners Recreation Updates

- Quarterly update and presentation of the final draft of the Recreation background check policy.
- Programs are going well.
 - Pickleball and adult basketball are full.
 - Tai Chi started a new session.
 - Mindful Birding identified over 50 species.
- Summer registrations for swimming and tennis are slow.
- Scholarship assistance:

- Requesting around \$2,000.
- Currently have about \$5,800 in the scholarship fund.
- Work with the Captain Doug Descenzo Summer Camp Fund.
- Lake Smart program:
 - Working to prevent stormwater runoff into Squam Lake.
 - Community cleanup day and plantings.
- Background check policy:
 - Reviewed by Drummond and Woodsum and the Select Board.
 - Motion to approve the policy as written by Mr. Brickley and seconded by Ms. Schwaner approved by the Select Board 4-0 vote.
 - Policy approved.

Public Participation:

Carl Knowlton Introduction-Running for New Hampshire Electric Cooperative Board of Directors

- Carl Knowlton is running for the board of the New Hampshire Electric Cooperative.
- He went through a selection committee process involving a dialogue with 14 members of the cooperative.
- Knowlton has 30 years of experience managing large capital programs and has financed various utility assets.
- His concern is that the cooperative has combined the distribution network and broadband, with the electric system subsidizing the broadband system.
- Knowlton describes himself as an "all of the above kind of guy" in terms of generation.
- He believes solar should be paired with batteries to provide a 24/7 resource.
- He does not know the percentage the cooperative is actively soliciting except through purchasing power from distributed generation sources.
- Some board members advised they receive information from personal contacts who serve on the NHEC board.
- There is a desire for increased communication from the NHEC on bigger issues.
- Scott Weden, Town Administrator noted that NHEC was very easy to work with when putting in a solar array in the Town of Plymouth.

New Business:

Highway Department Recognition:

- Scott visited the Highway Department and discovered a stack of 20+ appreciation cards received over two years.
- The Highway Department building is spotless, and equipment is power washed.
- Jake, the town mechanic, saves the town money by fixing equipment.
- Example: Jake fixed Scott's backhoe at the transfer station, saving money compared to calling Caterpillar.

Library Water Leak:

- Scott Weden, Town Administrator advised that through discussions with Adam Difilippe, Library Director that there is a water leak in the basement of the library, stemming from what appears to be the new construction into the old construction.
- Engineers and architects are trying to determine the cause, and how the leak can be resolved, which has been ongoing for at least a year.
- Dehumidifiers are being used to address the moisture, and cutouts have been made in the wall to monitor moisture levels.

Town Administrators Report May 18, 2026

Department Head Visit:

Recreation Director, Wendy Werner - Recreation Background Check policy.

Highway Road Agent, Kevin Coburn – Opening of Paving Bids summer 2026 paving.

Maintenance of Town Buildings and Grounds:

1. Kevin Coburn, Road Agent, Russell Sargent, Rusty Rakes and I met with regards to the following task that were previously performed by Skip Thompson as well as additional items. Russell Sargent has been the only one to show interest.
 - Town Hall – Gardens, Lawn, Bark Mulch, Mowing & Winter shoveling.
 - Route #3 Walkway and Road side mowing– Summer Maintenance.
 - Village sidewalks – Summer and Winter Maintenance.
 - All Town Cemetery maintenance to include painting fences and repairs as needed with Kevins approval.
 - Library – Lawn/Summer Maintenance and Winter shoveling.
 - Other items as directed by Kevin.

Russell will be providing a full proposal, but needed to get started due to work load.

Organizational items:

1. Amy and I have met for a full review the 25.26 & 26.27 Budget and Capital Reserve Accounts. As we move forward, I will have some recommendations for the 27.28 Budget Process and timeline.
2. Thank you note from residents on Bob House Road with regards to the recent Tree Work performed by the Highway Department on Bob House Road.
3. I met with Walter Johnson, Holderness EMD with regards to the update of the Hazard Mitigation Plan to be completed by September 9, 2028. The Grant application was submitted by the Select Board in January 2026, and approved by Governor and Council in April 2026. We will be using Consultant, June Garneau, Mapping and Planning Solutions to update the Plan. June was used during the last update.
4. Employee Handbook: As I review the Employee Handbook, I have found areas that need updating based on current statues. One of those areas is the NH's maternity leave statute – RSA 354-A:7, VI, and the workplace accommodation section. I have spoken with Anna Cole at Drummond and Woodsum, Anna will start a review of these sections, and provide updates to bring the Town into compliance.

Assessing Update: Amy and I will be meeting with Whitney Consultants on Thursday, May 28th to discuss a draft contract and timeline with regards to a full revaluation proposal to share with the Select Board.

Community Outreach: I had the opportunity to meet with Squam Lakes Natural Science Center, Executive Director, Iain MacLeod as a follow up to Parking for Village Business employees. We have come up with a plan for parking in the Squam Lakes Natural Science Center Field in back of the Route #113 boat launch parking area. I met with the Village Business owners led by Robert Haskell, Curry Place and Matt Daigneault, Squam Livery to outline parking areas, permits and rules on Monday, May 11th at Town Hall. We are hopeful the parking will be in place by June 1st.

Central NH Chamber of Commerce: Jill White and I attended the Central NH Chamber of Commerce Coffee Hour at the Squam Lakes Natural Science Center last Thursday, May 7th. We were able to network and speak with many local businesses and community partners.

Pemigewasset Valley Fish & Game Club, INC.: On Tuesday, May 12th, Chief Difilippe and I met with Sarah Weinberg (250 Beede Road), Representative Bill Bolton and Representative Sallie Fellows in regards to concerns about the noise that comes from the Range. We discussed the previous meetings that have been held and New Hampshire RSA Chapter 159-B which “Grandfathers” Immunity and “Protection Against Nuisance” to the Fish and Game Club as it was incorporated in 1941 which was prior to the Town of Holderness Noise Ordinance that was enacted in 1990. Chief Difilippe will be researching two items, one is based on 2026 case law in regards to expansion of ranges, and the second is RSA 644 section 13 which states that a range must be at least 300 feet from buildings. We advised that we would reconvene after Chief Difilippe has additional information.

NHDOT Route #113 & Route #3 Intersection: Chief Difilippe, Chief Bonan and I met with Corey Spetelunas, Project Manager for a NHDOT Statewide project to convert a number of intersections to all-way stop control on Thursday, May 7th. Corey provided additional information on how the intersection would be developed. I would like to invite Corey into the Select Board meeting on Monday, June 1st to present the draft plan to the Select Board.

Land Use/Compliance: I continue to work with Chief Bonan, Don Jutton and Cindy to assure we have a process in place for Construction Permits, and the review of Septic Systems prior to going to the New Hampshire Department of Environmental Services for approval.

Holderness Central School: I attended the Monthly Pancake Breakfast on Thursday, May 14th. I will be attending the Hero’s luncheon on Friday, May 22nd in honor of our Local Heros from the Police and Fire Departments.

Composting PILOT Program-Holderness Transfer Station: *Press Release - Holderness Students Lead Community Composting Pilot Inspired by Sustainability Summit*
What began as a middle school experience has grown into a community-wide sustainability initiative, led by four local high school students determined to reduce food waste in Holderness.

The students' journey started in 2024 at the first annual Middle School Sustainability and Action Summit hosted by Squam Lakes Natural Science Center. Inspired by what they learned about environmental challenges and solutions, the group began exploring ways to address food waste in their own community. In the fall of 2024, they implemented a food-waste diversion program at Holderness Central School that is entirely student-run and still in operation two years later. Now in high school, the students have developed a proposal for a town-wide composting pilot program. Their plan outlines a three-month trial in which residents can drop off food scraps at the town transfer station, where the material will be collected and transported to a local farm where it will be composted. **The pilot, which will launch on May 18th**, is designed to test participation, logistics, and cost-effectiveness before any long-term commitment. Food waste makes up a significant portion of household trash and contributes to greenhouse gas emissions when sent to landfills. By diverting organic material, the students aim to reduce waste and harmful environmental impacts while creating a more sustainable system for the town. The impact of the Sustainability and Action Summit has come full circle: two of the student leaders returned this year to teach a workshop on food waste diversion to middle school participants from across the state, helping inspire the next generation of changemakers. "This project highlights the power of youth leadership and community partnerships; I am incredibly proud of how these students have embraced our new community composting initiative. It's more than just a waste management program; it's a testament to what we can achieve when we work together toward a sustainable future," said Scott Weden, town administrator of Holderness. "These students are turning knowledge into action and showing what's possible when young people are given the tools to lead." If successful, the Holderness composting pilot could serve as a model for other communities seeking practical, youth-driven solutions to environmental challenges.

Respectfully submitted,
Scott Weden
Town Administrator

Abatements and Approvals:

- Four abatements are before the board tonight, three of these are at the superior court level.
- The board will discuss the Squam Valley Masonic Association abatement, which Whitney Consulting has recommended for denial.
- Sam feels strongly that the Squam Valley Masonic should continue to receive an abatement.
- The board will hold off on the discussion until the next meeting so Mr. Lovett can benefit from the process.
- Mr. Brickley stated, "I have a real problem with not calling the Masons a charitable organization, not recognizing that the good work that that organization has done in the history of this country."
- The assessor recommends against a charitable tax exemption for the Masonic Lodge, citing the organization's primary focus as fraternal rather than charitable.

- Mr. Brickley mentioned that the charitable statute is broad, encompassing services for public good or welfare, including spiritual, physical, intellectual, social, or economic well-being.
- The board is the ultimate decision-maker, and the fact that the Masonic Lodge is a 501C7, not a 501C3, does not automatically disqualify them from doing charitable work.
- The board suggested the Masonic Lodge change their bylaws to align with organizations like Ossipee or Nashua to qualify for the exemption.

Other Business

- The Select Board will revisit the topic of tax maps and their updates, specifically regarding abandoned roads.
- Lisa Lovett has organized a revamped Memorial Day ceremony, featuring student speakers and community speakers along with musical pieces provided by HCS Band and Chorus. Monday, May 25th at 11:00AM at the Holderness Fire Station.
- Ms. White mentioned that Margaret Dansereau, has had issues with parking from events at Cottage Place, specifically mentioning an event called "Tacos and Tequila." Scott Weden, Town Administrator will follow up.
- The Holderness Fire department put up flags on the telephone poles in the village area for Memorial Day.

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Ms. Schwaner to adjourn the meeting at 7:00PM. There being no further discussion, The Board voted 4-0 in favor of the motion.

Respectfully Submitted,

Scott Weden, Town Administrator