



TOWN OF HOLDERNESS NEW HAMPSHIRE

Holderness Select Board Meeting Minutes 6/1/2026

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

Others Present: Town Administrator, Scott Weden, Fire Chief, Jeremy Bonan, Fire Ward, Willis Holland, Michael Salmon and Alison Pascarelli

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. 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 Minutes:

Motion to approve the minutes of May 18th meeting was made by Ms. Schwaner, seconded by Mr. Francesco. There being no further discussion, the Board voted 5-0 in favor of the motion.

Consent Agenda:

- Items for the consent agenda/signature file:
 - Land Use Change Tax-Tax Map 227-039
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- Permission to Move Camper-Tax Map M/C 0245-039-A04
- 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 5-0 in favor of the motion.

Property Lien Update by Jami Lyford – Tax Collector

- 32 property owners were leaned on May 20 for a total of \$67,659.86.
- Ms. Lyford announced that Deeding is scheduled for June 10; one property owner remains unresponsive after a notice delivery.
- The updated list is shorter than previous versions, with 10 out of 13 initial suspected issues now resolved.

Intersection Evaluation inquiry: (Route #113 and Route #3) A question was asked by Ms. Pascarelli with regards to the upcoming NHDOT presentation on Monday, June 15th about the proposal of a “All Stop Intersection” at Route #113 and Route #3.

- DOT is evaluating the intersection of Route #113 and Route #3 for a potential "all way stop intersection."
- The town has the authority to decline DOT's suggestion, and the presentation on June 15th is purely informational.
- Most attendees at the Select Board meeting believe an all-way stop is "extremely dangerous"; an alternative suggestion is to implement a seasonal speed limit through the center of town.

Department Head visit – Chief Jeremy Bonan:

Fire Department Operations & Equipment Update and Disposal of Engine #4

- **Operations & Staffing:**
 - The Chief took a grant writing class but will not apply for grants like the "assistance to firefighter grant" this year due to time constraints.
 - A working group at Lakes Region Mutual Fire Aid has been formed to standardize ambulance toning policy across contracting towns to ensure uniformity and reduce dispatcher confusion.
 - Staffing changes include one per diem member taking June and July off, offset by another former per diem member returning for the summer.
- **Engine 2 Status:**
 - The new Engine 2 is in its training phase and is expected to be fully in service within the next two weeks.
 - The Chief is preparing a letter to Pierce Fire Apparatus, the company's Vice President to expedite the extended warranty process for Engine 2, which has been ongoing for a month.

- **Engine 4 Disposal:**
 - **Decision:** Engine 4 will be listed on Municibid, a platform that allows municipalities to sell surplus equipment, reaching a national audience at no cost. Chief Bonan will bring back the high bid to the Select Board for a final decision, and discuss where the funds will be placed.
 - The suggested auction strategy is to start with a low bid to attract interest and create a bidding war, with the town retaining the right to refuse any winning bid.
 - The Chief Bonan aims to post the truck by the end of the week, with a target auction end date around the July 13th Select Board meeting for bid approval.
 - **Recommendation:** Revenue from the truck's sale (e.g., \$25,000) should be allocated to the fire apparatus replacement fund.
- **AED Purchases:**
- Chief Bonan discussed that there is a town resident that knows a donor willing to purchase AEDs for public placement, with potential locations including Rattlesnake Mountain area, Squam Channel Boat Launch and Walter's Basin.
- Mounting solutions for the AEDs need to be determined, especially for outdoor placement which may require temperature-controlled cases, and CPR training for staff will be arranged.
- Chief Bonan advised that the fire department will purchase four AED units to ensure every fire department vehicle, including the boat, has one.
- The purchase leverages a state contract price of just under \$1,100 per unit, significantly lower than the market price, with funds available before the contract expires at the end of June 2026.

Road & Infrastructure Maintenance:

- **Accessibility Concerns:**
 - A question was raised about the ability of larger, new fire trucks to navigate smaller roads with canopies, specifically Perkins Lane.
 - Perkins Lane down to 75 Perkins Lane has been rebuilt and had its tree canopy trimmed, allowing fire engines and ladder trucks to access this section. Beyond this point, the road and a bridge are privately owned, and the bridge is not expected to support the weight of a fire truck.
- **Action Item:** The fire chief and the road agent will meet to identify problematic spots for new fire apparatus.

Squam Valley Masonic Association Abatement discussion PID 252-007:

- **Background & Legal Interpretation:** Whitney Consulting recommended denying the abatement request, stating the association does not meet all necessary criteria, following an exemption removal in 2020/2021. The board has ultimate decision-making authority, and RSA 72:23-1 defines "charitable" broadly, stating "by its charter *or otherwise*." The appropriate burden of proof is "preponderance of the evidence."
- **Compliance Issues:** The Masonic Lodge's bylaws reference a "fraternal organization" rather than a "charitable organization" and have not been updated. Previous non-compliance with annual state filings (BT LA A9 form due on or before April 15th, and

A12 form due on or before June 1st financial disclosure) was attributed to significant illness within their board of directors.

- **Decision & Conditions:** A motion was made by Mr. Brickley and seconded by Ms. Schwaner for a full abatement for the Squam Valley Masonic Association for the current year, which passed with a 5-0 vote.
 - The board will communicate that future abatements are contingent on timely submission of all required state filings as defined above for the BTLA A9 and A12 forms, and demonstration of good faith effort.
 - The board emphasized that while the "legislative purpose to encourage charitable institutions" allows discretion, compliance with filing deadlines is crucial. Ms. White will reach out to Squam Valley Masonic Lodge.

Veterans Tax Credit PID 228-061:

- A resident was granted a Veterans Tax credit despite a missed filing deadline due to physical illness and hospitalization, with documented evidence provided.
- The motion passed unanimously.

Michael Salmon mentioned the Planning Board Postcard Mailing & Town Transparency

- **Engagement:** The Planning Board sent postcards to residents, resulting in an immediate increase in responses and engagement.
- Mr. Salmon expressed appreciation for the town's openness and transparency in meetings, noting its effectiveness in explaining town decisions to residents.

Town Administrators Report June 1, 2026

Paving Projects/Crosswalks:

1. Paving of Perch Pond Road, Beede Road, Christian Lane and Piper Road: The paving scheduled for the summer of 2026 for the above listed roadways was able to be completed last week. The roads were graded on Thursday, Friday, Tuesday and paved on Tuesday, Wednesday, and Thursday as Peckham Road Corporation had an opening in their schedule. Paving notices were placed on the Town Website. The Town will not receive an invoice until after July 1st as this is part of the 26.27 Budget.
2. Thank you to the Highway Department for painting the Crosswalks on Rte. #113 and Main Street/Rte. #3.

Organizational items:

1. *Employee Handbook:* As I review the Employee Handbook, I have found areas that need updating based on current statutes. One of those areas is the NH's maternity leave statute – RSA 354-A:7, VI, and the workplace accommodation section. Attorney Cole from Drummond and Woodsum has started a review of these sections, and will be providing updates to bring the Town into compliance.
2. *Sex Offender Ordinance:* Chief DiFilippe identified that there is a weakness in the Town of Holderness Sex Offender Ordinance as it relates to state statute, we are

currently researching with Attorney's from Drummond and Woodsum on what position the Town should take. Chief Difilippe will be here on June 15th to discuss further.

3. *2025–2026 Master Plan Update*: The Planning Board is continuing its rigorous work sessions to review and finalize chapters of the comprehensive Master Plan Update. I am currently reviewing the Facilities and Services Chapter that was just completed. public hearings and community feedback will continue through the summer months.
4. *Town Clerk - Voter Verification*: Town compliance with guidelines issued by the New Hampshire Secretary of State's office, Jami is actively reviewing and updating the local Voter Verification lists.
5. *Tax Collector*: Tax Bills went out on Friday, May 29th.
6. *Library Building Issue Update*: I met with Adam Difilippe, Director on Wednesday, May 20th to discuss the water leak issue. Adam has discussed this with the contractor CCI Builders, and identified where the potential leak is coming from, and discussion with a Landscaper to grade the soil away from the building. With this said, Adam is seeking bids for the repair of the inside Basement Wall (Sheetrock), Environmental Study to assure there is not any mold, and the re-grading of the outside soil and installing a perimeter drain to move the water away from the building.

Community Outreach:

- **Science Center Parking lot**: Signs were placed on Wednesday, May 27th, the lot opened on Friday, May 29th for use by Downtown Merchant Employee Parking, and Permits have been issued.
- **Holderness Central School Sustainability Club**: I met with the Holderness Central School Sustainability Club on Thursday, May 28th with regards to rubbish along the Channel between Little Squam and Big Squam.

Assessing Update: Amy and I met 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. Whitney's proposal for reevaluation aims to "keep it simple, keep everything the same" to avoid "deliberate indifference" and reduce taxpayer anxiety. Whitney Consultants will be invited in to meet with the Select Board to discuss the contract.

Memorial Day Ceremony: A heartfelt thank you to Lisa Lovett for organizing such a beautifully moving Memorial Day Ceremony on Monday May 25th at the Public Safety Building. It was attended by many community members. Thank you to Holderness Central School Band and Chorus for their performance, Campbell Lovett, Mr. Beeson, Scott King, and the students from Holderness Central School for their beautiful tribute honoring our fallen heroes, and the ability to command the room while fostering an atmosphere of sacred remembrance was truly inspiring. Additionally, thank you to Holderness Police and Fire Departments for hosting the Ceremony.

Pemigewasset Valley Fish & Game Club, INC.: Chief Difilippe continues to research 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.

Respectfully submitted,
Scott Weden
Town Administrator

Select Board Reports/Other Business:

- Mr. Lovett provided Memorial Day Ceremony feedback. Lisa Lovett was thanked for organizing a "beautifully moving Memorial Day ceremony" on Monday, May 25th, at the Public Safety Building, which was well-attended. A sound system was suggested for future events to improve audibility.
- Board members expressed strong appreciation for Scott's performance in his first 30 days, with one stating, "you have so far exceeded the expectations of this board."
- Scott was asked to "temper the conversation" with Whitney consultants, ensuring they know the board respects their work even when recommendations are not followed.

Adjournment: With no further business to come before the Board, Mr. Francesco moved, with a second from Mr. Brickley to adjourn the meeting at 7:00PM. There being no further discussion, The Board voted 5-0 in favor of the motion.

Respectfully Submitted,

Scott Weden, Town Administrator