



TOWN OF HOLDERNESS

NEW HAMPSHIRE

Holderness Select Board Meeting Minutes 6/29/2026

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

Others Present: Town Administrator, Scott Weden and Resident 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.

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

Ms. White suggested a Moment of Silence for the passing of Holderness Resident Bill Dailey. Bill was a long-time resident of Holderness who gave many hours of Community Service and Support. Mr. Lovett led those present in a moment of silence.

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 Ms. Schwaner. There being no further discussion, the Board voted 5-0 in favor of the motion.

Approval of Minutes:

A motion to approve the minutes of June 15th meeting was made by Ms. Schwaner, seconded by Mr. Lovett. There being no further discussion, the Board voted 5-0 in favor of the motion.

Consent Agenda: A motion to approve the Consent File was made by Mr. Francesco and Seconded by Mr. Lovett. There being no further discussion the Board voted 5-0 in favor of the motion.

Transfer to Capital Reserve-Public Works Equipment and Abatement Legal Fund

Special Events Permit – Plymouth Elks Lodge – Family Day on 8-30-2026

Special Events Permit – Squam Fest – Cottage Place – 1132 Rte. #3 – 10-17&18-2026

Squam Valley Masonic Lodge – Tax Abatement

Abatement Recommendation – PID 236-017

Abatement Recommendation – PID 236-090, 091 & 092

Abatement Recommendation – PID 236-016

Sandwich Fair Committee – Advertising the Sandwich Fair at Rte. #3 & Rte. #113

New Business:

Speare Memorial Hospital Leadership and Strategic Goals - Craig Williams, CEO

- Craig Williams was introduced as the new Chief Executive Officer at Speare Memorial Hospital in Plymouth, bringing experience from Graham Women's Hospital, Tufts Medical Center, and Cook County Health.
- Williams aims to grow Speare by enhancing specialty care to serve central New Hampshire residents and leveraging the hospital's independence for partnerships and telehealth opportunities.
- The hospital has a strong affiliation with Holderness, with current and past residents on its board, and is making a significant investment in its OB program, which requires continued growth for sustainability.
- Community discussions will have focus on wellness outreach, behavioral and mental health care, health insurance, and addressing the needs of an aging demographic with transportation barriers.

Town of Holderness, Recognition of America's 250th Celebration Planning

- Ms. White discussed the idea of a community event being planned for the 250th anniversary, centered around a public reading of the Declaration of Independence, aiming for broad community participation.
- The proposed event could include food trucks, a band, patriotic music, and activities for children, with potential partners like the Historical Society and local bands.
- The target date is August 2nd, with a proposed timing of mid to late afternoon (2 PM to 4 PM) to accommodate community schedules.
- Potential venues include Holderness Central School (gym, playground) or Holderness School auditorium, with considerations for sound systems and weather accommodation.
- Ms. White and Mr. Lovett will pursue reaching out to the Historical Society and other Community Partners in the planning of the event.
- There was a consensus of the Select Board to move forward with the event planning.

Financial Report and Budget Encumbrance

- Scott Weden, Town Administrator reports that as of June 25th, 90% of the 25.26 budget has been expended, with a balance of the Operating Budget of \$404,074, projected to be around \$300,000 by year-end 6-30-2026.
- Revenues exceeded estimates, reaching \$1,912,677 million against an estimated \$1,822,286 million, resulting in \$90,391 above estimated revenues for the 25.26 fiscal year.

- A request was made to encumber \$10,000 from the 25.26 budget for two specific purposes: \$5,000 for electrical upgrades in the Town Clerk's/Tax Collector's office and \$5,000 for a new color copier.
- The motion to encumber \$10,000 for these electrical upgrades and copier purchase was made by Mr. Brickley and seconded by Ms. Schwaner. There being no further discussion the Board voted 5-0 in favor of the motion.

Town Administrators Report June 29, 2026

Department Head Visit: No

Organizational items:

- ***Employee Handbook:*** Amy and I met with Attorney Anna Cole on Tuesday, June 23th with regards to suggested edits on several sections of the Employee Handbook to include; Social Media Policy, Communications Policy, Personal Relationship Policy, Drug & Alcohol Policy, Language clarification updates, Workplace Accommodations, Whistle Blower Protection, Sick Leave RE RSA 275:37f. Our plan is to have a draft available for review by the Select Board over the next month.
- ***2025–2026 Master Plan Update:*** The Planning Board is continuing its 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. I have met with Shanna Saunders, Executive Director to provide input on this chapter. The Planning Boards next meeting will take place on Tuesday, July 7th at 5:30PM, The Agenda will include Master Plan Survey Results and Land Use Implications.
- ***Capital Reserve Accounts:*** Amy and I have worked with Bonnie Hunt to review and update Capital Reserve Account names to assure the account names accurately reflect their purpose.
- ***Plymouth State University*** – Chief Difilippe and I will be meeting with President Birx and Rich Grossman on Wednesday, July 1st with regards to the Policing Agreement.
- ***Holderness 2026 Landfill Monitoring:*** This year's work is to be completed by HydroSource Associates, P.C. (HSA) as they have been the contractor for the previous permits. This year the monitoring will include the single round of sampling and lab analysis required under the Town's current Groundwater Management Permit. The parameter list for this sampling round is as follows: specific conductance, pH, chloride, nitrate, sulfate, TKN, iron, manganese, and sodium. This sampling applies to the four monitoring wells and the surface water point that are sampled every year. Water levels will be measured in the monitoring wells, as the permit requires. No PFAS monitoring is required this year. The landfill's current five-year permit expires on January 3, 2027. As soon as HydroSource Associates, P.C. (HSA) receives the results from the lab, they will prepare a permit renewal application.
- ***NHMA Government Affairs Legislative Wrap Up webinar:*** On Thursday, June 25th, I attended this webinar which provided a comprehensive review of the major bills and

key takeaways from the most recent legislative session. Highlighted topics included: Zoning and Land Use, Town Meetings: Changes to voting procedures, election laws, and warrant article requirements that local officials must enforce. Public Employee Risk Pools, Municipal Budgets and Property Taxes: Discussions on new disclosure requirements, property tax exemptions, and municipal budget caps. Once the Presentation is available, I will send it along to Board members.

Community Outreach:

- ***Speare Memorial Hospital:*** On Thursday, June 18th I had the opportunity to meet with Craig Williams the new CEO at Speare. We discussed Community Health Initiatives to include Wellness and Outreach, Mental Health and Behavioral Health Care, Health Insurance Site of Service Plans and Partnerships that would include an aging demographic with transportation barriers.
- ***Science Center Parking lot:*** The Parking Lot has been in use since Friday, May 29th. The employees using the lot have been very respectful, and to date we have not had any issues. There have been 95 Permits issued to date. On Wednesday, June 24th, the Highway Department reconstructed the entrance to resolve a very muddy area.
- ***Coffee with the Town Administrator:*** I have worked with Adam Difilippe at the Library, and we will start offering Coffee with the Town Administrator on a quarterly basis. The first one will be held on Tuesday, July 21st at the Holderness Free Library at 9:00AM we will discuss current events, upcoming events, meetings and points of interest in the Town of Holderness. (See Flyer)
- ***Rockywold-Deephaven Camps RDC:*** On Thursday, June 18th I met with Natalie, we toured the facility and met with staff members. We discussed the positive relationship that has been established with the Fire Department to include training exercises with Rockywold Deephaven staff members. Additionally, we discussed an Emergency Operations Plan for Rockywold Deephaven.
- ***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

With no further business to come before the Board, a Motion to adjourn was made by Mr. Francesco and seconded by Ms. Schwaner. The Meeting was adjourned at 6:20 P.M.

Respectfully Submitted,
Scott Weden, Town Administrator