



TOWN OF HOLDERNESS

NEW HAMPSHIRE

Holderness Select Board Meeting Minutes 7/27/2026

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

Others Present: Town Administrator, Scott Weden, Mike Salmon, Alex Ray, Lisa Mure, Missy Mason, Lisa Lovett, Paula Tracy and Eileen Lovett.

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

5:30PM – Ms. White called the Business portion of meeting to order.

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 4-0 in favor of the motion.

Approval of Minutes:

A motion to approve the minutes of July 13th 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: A motion to approve the Consent File was made by Mr. Lovett and Seconded by Mr. Francesco. There being no further discussion the Board voted 4-0 in favor of the motion.

- Notice of Intent to Cut Wood or Timber PID 207-001
- Special Events Permit – 235 Pinehurst Road
- Tax Collector Abatement Response 245-039-D08

Commemoration of America's 250th Anniversary

- A series of historic readings and recognitions, arranged by Mr. Lovett, will occur at the beginning of every meeting until the end of the year (December 21, 2026).

- Purpose: To recognize the role of Holderness, its residents, and New Hampshire in America's history.
- A public reading of the Declaration of Independence was led by Alex Ray, acknowledging August 2nd as the date when the largest number of delegates (58), including all New Hampshire delegates, signed the document. The readings were done by Alex Ray, Lisa Mure, Missy Mason, Paula Tracy, Lisa Lovett, Eileen Lovett, Ms. White, Ms. Schwaner, Mr. Francesco, Mr. Campbell and Scott Weden.

Key Excerpts Read:

Alex Ray: When in the Course of human events, it becomes necessary for one people to dissolve the political bands which have connected them with another, and to assume among the powers of the earth, the separate and equal station to which the Laws of Nature and of Nature's God entitle them, a decent respect to the opinions of mankind requires that they should declare the causes which impel them to the separation. We hold these truths to be self-evident, that all men are created equal, that they are endowed by their Creator with certain unalienable Rights, that among these are Life, Liberty and the pursuit of Happiness. —

Paula Tracy: That to secure these rights, Governments are instituted among Men, deriving their just powers from the consent of the governed, --That whenever any Form of Government becomes destructive of these ends, it is the Right of the People to alter or to abolish it, and to institute new Government, laying its foundation on such principles and organizing its powers in such form, as to them shall seem most likely to affect their Safety and Happiness.

Campbell Lovett: Prudence, indeed, will dictate that Governments long established should not be changed for light and transient causes; and accordingly, all experience hath shewn, that mankind are more disposed to suffer, while evils are sufferable, than to right themselves by abolishing the forms to which they are accustomed. But when a long train of abuses and usurpations, pursuing invariably the same Object evinces a design to reduce them under absolute Despotism, it is their right, it is their duty, to throw off such Government, and to provide new Guards for their future security.

Scott Weden: Such has been the patient sufferance of these Colonies; and such is now the necessity which constrains them to alter their former Systems of Government. The history of the present King of Great Britain is a history of repeated injuries and usurpations, all having in direct object the establishment of an absolute Tyranny over these States. To prove this, let Facts be submitted to a candid world.

- He has refused his Assent to Laws, the most wholesome and necessary for the public good.
- He has forbidden his Governors to pass Laws of immediate and pressing importance, unless suspended in their operation till his Assent should be obtained; and when so suspended, he has utterly neglected to attend to them.

Peter Francesco: He has refused to pass other Laws for the accommodation of large districts of people, unless those people would relinquish the right of Representation in the Legislature, a right inestimable to them and formidable to tyrants only.

He has dissolved Representative Houses repeatedly, for opposing with manly firmness his invasions on the rights of the people.

He has refused for a long time, after such dissolutions, to cause others to be elected; whereby the Legislative powers, incapable of Annihilation, have returned to the People at large for their exercise; the State remaining in the meantime exposed to all the dangers of invasion from without, and convulsions within.

Kelly Schwaner: He has made Judges dependent on his Will alone, for the tenure of their offices, and the amount and payment of their salaries.

Eileen Lovett: He has erected a multitude of New Offices, and sent hither swarms of Officers to harass our people, and eat out their substance.

He has kept among us, in times of peace, Standing Armies without the Consent of our legislatures.

He has affected to render the Military independent of and superior to the Civil power.

Lisa Lovett: He has combined with others to subject us to a jurisdiction foreign to our constitution, and unacknowledged by our laws; giving his Assent to their Acts of pretended Legislation:

- For Quartering large bodies of armed troops among us:
- For protecting them, by a mock Trial, from punishment for any Murders which they should commit on the Inhabitants of these States:
- For cutting off our Trade with all parts of the world:
- For imposing Taxes on us without our Consent:
- For depriving us in many cases, of the benefits of Trial by Jury:
- For transporting us beyond Seas to be tried for pretended offences:

Mike Salmon: He has abdicated Government here, by declaring us out of his Protection and waging War against us.

He has plundered our seas, ravaged our Coasts, burnt our towns, and destroyed the lives of our people.

He is at this time transporting large Armies of foreign Mercenaries to compleat the works of death, desolation and tyranny, already begun with circumstances of Cruelty & perfidy scarcely paralleled in the most barbarous ages, and totally unworthy the Head of a civilized nation.

He has constrained our fellow Citizens taken Captive on the high Seas to bear Arms against their Country, to become the executioners of their friends and Brethren, or to fall themselves by their Hands.

Lisa Mure: In every stage of these Oppressions, we have Petitioned for Redress in the most humble terms: Our repeated Petitions have been answered only by repeated injury. A Prince,

whose character is thus marked by every act which may define a Tyrant, is unfit to be the ruler of a free people.

Missy Mason : We, therefore, the Representatives of the united States of America, in General Congress, Assembled, appealing to the Supreme Judge of the world for the rectitude of our intentions, do, in the Name, and by Authority of the good People of these Colonies, solemnly publish and declare, That these United Colonies are, and of Right ought to be Free and Independent States; that they are Absolved from all Allegiance to the British Crown, and that all political connection between them and the State of Great Britain, is and ought to be totally dissolved; and that as Free and Independent States, they have full Power to levy War, conclude Peace, contract Alliances, establish Commerce, and to do all other Acts and Things which Independent States may of right do. And for the support of this Declaration, with a firm reliance on the protection of divine Providence, we mutually pledge to each other our Lives, our Fortunes and our sacred Honor.

Pledge of Allegiance: Ms. White led those present in the Pledge of Allegiance.

Ms. White Thanked our participants in this evening's reading. As we begin our meeting, I want to offer special recognition of Alex Ray and Lisa Mure who will be traveling to Poland and Ukraine next week. Please travel safely with our deep appreciation for your commitment to peace, compassion, and service.

Old Business: 250th Anniversary Outline Update

- Mr. Lovett provided an update on the 250th outline, which alternates between historical content related to the Declaration of Independence and cultural touchstones.
 - Sam Brickley added a letter from Thomas Jefferson to a Mr. Weightman (10 days before Jefferson's death) and another piece.
 - Cultural touchstones include poems from John Greenleaf Whittier and Robert Frost.
 - Missy Mason from the Holderness Historical Society was influential in developing the outline.
 - Reflections or remembrances will continue every other Monday until the end of the year.
- **Action Item:** Campbell will convert the 250th outline into a flyer, incorporating Sam's edits and board approval.
- **Action Item:** The flyer, showing the schedule through December 21st, will be posted on the town website, at the library, the post office, and town hall.

New Business: Body Worn Cameras Proposal – Scott Weden, Town Administrator

- Chief Difilippe proposed an upgrade to body worn cameras.

- **Current System:** Motorola Watchguard, a five-year lease program costing \$5,380 per year (total \$26,900), with renewal due in 26.27. The quality of Motorola's body worn cameras is not considered the best.
- **Proposed System:** Axon Body Worn Cameras.
 - **Compatibility:** Integrates with Tasers currently carried by police officers, automatically starting recording when a Taser is pulled.
 - **Cost:** The price has increased significantly due to technology, totaling \$18,867.53 per year for five years (\$83,855.70 total). This represents a 211% increase over the Motorola system.
 - **Axon Contribution:** Axon will cover 10% of the cost in the first year, reducing the first year's expense to \$8,385.58. This is \$2,600 more than the previous Motorola annual payment.
 - **Budgeting:** The first year's cost is (\$8,385.58) the additional \$2,600 is available in Chief Difilippe technology budget. Costs for subsequent years will be included in the 27.28 budget and the three years thereafter.
- **Rationale for Upgrade:** Improved technology and functionality, Taser integration for automatic recording, Axon's contribution to the first year's cost, enhanced safety for officers and the community, and protection for the governing body through incident documentation.
- **Decision:** A motion to approve the first year's expense of \$8,385.58 for Axon body worn cameras was made by Mr. Francesco, seconded by Ms. Schwaner, and passed unanimously.

Holderness Historical Society Water Pump in the Squam Channel:

- A pump submerged in the channel, which supplies water to plants across the bridge, required replacement.
 - The previous pump was approximately nine years old, and the town had previously paid half its cost, thus owning half.
 - The new pump is more expensive, with an installed cost of \$2,200. The town's portion is \$1,411.
- **Action Item:** A check for the town's portion (\$1,411) was signed and will be mailed.
- Appreciation was expressed for the Holderness Historical Society's work on the flowers, which are considered a "very nice addition to that downtown stretch."

Town Administrators Report July 27, 2026

Department Head Visit: No

Organizational items:

- **Employee Handbook Revisions:** The Select Board will hold a Work Session to review the Employee Handbook revisions on Monday, August 31st from 5:30 to 7:30PM.

- **Cash Verification Policy:** Town Clerk/Tax Collector had an incident where a counterfeit \$100 bill was passed at the Town Clerks/Tax Collectors Office. I have been working with Jami and Amy on the development of a Cash Verification policy.
- **2025–2026 Master Plan Update:** The Planning Board is continuing its work sessions to review and finalize chapters of the comprehensive Master Plan Update. The Planning Board met on Tuesday, July 21st at 5:30PM to discuss the Transportation Chapter.
- **Plymouth State University:** Chief Difilippe and I met with President Birx and Rich Grossman on Wednesday, July 1st with regards to the Policing Agreement. We had a comprehensive discussion. On Monday, July 20th President Birx and Rich Grossman advised that funding for an additional officer presented by Chief Difilippe was confirmed. Over the next couple of weeks, we will be working on the Agreement for execution.
- **Plymouth Village Water & Sewer:** On Tuesday, July 14th, I attended the Plymouth Village Water and Sewer, Source Water Protection Stakeholders meeting. It was the first meeting of the group which included representation from Holderness, Plymouth and members at large. The purpose of the group is to work on a Source Water Protection Plan for the PVWSD, to include the Wells in Plymouth and Holderness as well as Prepare for emergencies, future community growth, potential contaminants and the zone of contribution from which drinking water source obtains water.
- **Town Clerk/Tax Collectors Office:** Stark Electric was in on Thursday, July 16th to correct the Electrical wiring in the Town Clerk/Tax Collectors Office.
- **Department Head Meeting:** We held a Department Head meeting on Monday, July 20th. We discussed the ending 25.26 ending Budget, and the 26.27 Budget implementation. Additionally, we spoke about any Safety Concerns and Issues that Departments have identified, and the implementation of a Credit Card Expense Report to accompany receipts when submitted to Finance.
- **Town Hall Fire Alarm System:** Mango Alarm company was in on Wednesday, July 15th as we were having problems with a Detector Head in the upstairs meeting room. The Detector Heads in Town Hall are over 10 years old, with a recommended replacement between 8-10 years. I have worked with Mango Alarm to replace the Detector Heads.
- **Town of Plymouth – Ambulance Service:** The Town of Holderness paid \$266,362.00 for 194 calls for service to the Town of Plymouth for Ambulance service from 7-1-25 through 6-30-26. In return the Town will be receiving a check for \$69,044.35 for patient payments.
- **Taxes Paid:** Tax Collector, Jami Lyford reports that 95% of the taxes have been paid. Jami sent out 206 reminder notices which brought in \$500,000. Typically, during this period 92-95% of taxes are paid.
- **Vacation:** I will be away on vacation from Friday August 7th in the afternoon through Wednesday, August 19th. I will miss the Select Board meeting on Monday, August 10th.
- **Town Audit:** Amy Sharpe, Finance Director advised that the Town Auditors, Roberts & Greene, PLLC will be here September 14 & 15 to conduct the Annual Audit for the year ending June 30th 2026.

Community Outreach:

- **Coffee with the Town Administrator:** On Tuesday, July 21st the first Conversation & Coffee with the Town Administrator was held at the Holderness Free Library at 9:00AM. There were (27) people in attendance including Ms. White & Mr. Francesco. Ms. White took notes, and I will be working on the items of concern and interest. We discussed current events, upcoming events, meetings and points of interest in the Town of Holderness. The next session will be scheduled in October.
- **Holderness Historical Society:** Flowers on the Bridge – Missy Mason from the Historical Society sent an email reporting that the pump used to water the flowers on the bridge has stopped working and needs to be replaced. The associated cost is \$1,600.00 of which the Historical Society is asking that the Town split this cost. In the spirit of keeping the downtown beautiful, I believe we should split the cost with the Historical Society. Squam Livery pays for the electricity that powers the pump.
- **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

Financial Report and Fire Truck Sale

- **2025-2026 Budget Closeout:**
 - Revenues remaining: \$140,379.
 - Expenses remaining: \$166,542.
 - Including the ambulance payment (\$69,044 as of today), the total balance to be put into the fund balance is \$375,966.
- **Fire Truck Sale:** The 1997 fire truck was picked up on Friday, July 17th. A check for \$23,500 was received and deposited into the general fund, and the bill of sale was finalized.

Select Board Member Report: Huckins Hill Road Discussion: Mr. Francesco

- **Road Classification:**
 - The Select Board indicated that Huckins Hill Road is a Class 6 unmaintained town road based on research.
 - Its status as a Class 6 unmaintained town road is documented in all state records and at the registry of deeds for properties on the road. A sign at the entrance also indicates its Class 6 status.
- **Existing Properties and Releases:**
 - More than three houses are believed to be on the road.

- Residents who built on the Class 6 road signed a release pursuant to RSA 674-41, Liability Waiver which "indemnifies and releases any harm against the town for building on a Class VI Road" and acknowledges that emergency vehicles may not be able to access the properties.
- **Proposed Subdivision: Mr. Francesco**
 - A surveyor plans a three-lot subdivision on Hopkins Hill Road (Mr. Siek development).
 - This subdivision would be permissible because it is a town road. If it were a private road, it would not be permissible due to "zoning" which limits to no more than two dwellings on a private driveway unless brought up to standard.
 - The developer's original plan could have allowed four lots but chose three for cleaner, simpler property lines and setbacks. The largest lot has a stream, making most of it inaccessible without water crossing permits.
 - The lots are all over five acres, and individual lot setbacks appear clean.
 - The planning board's opinion on building permits is only an opinion and not binding on this board.
- **Town Authority Regarding Roads: Mr. Francesco**
 - The board has the authority to accept and approve a road if petitioned, without requiring a town meeting vote.
 - However, the board does NOT have the authority to abandon or discontinue a town road. Discontinuance must go through a town meeting vote under RSA 231-43 (Power to Discontinue Public Road), requiring 14 days' notice to all residents and abutters on the road.
- **Optics of Discontinuance:** Concerns were raised about the "optics" of discontinuing a town road after residents have gone through approval processes for construction. This could be perceived as "suppressing expansion" rather than managing growth in a "monitored and controlled" way.
- **Tara Bamford's Planning Board Consultant Suggestion:** Tara Bamford, an advisor, noted that the legislature recently passed a suggestion (not a law) that towns no longer allow subdivisions on Class 6 town roads. The board did not favor this suggestion.
- **Future Consideration of Class 6 Roads:** The board should evaluate other Class 6 roads for potential abandonment, considering the number of such roads, their development level, and the optics of such a decision. The "old highway" Class 6 road should be protected.
- **Driveway Approvals:** Mr. Francesco advised that Kevin Coburn, Highway Superintendent has given verbal approval for driveways, but a formal process must be followed.
 - **Action Item:** Scott will follow up with Kevin to ensure the formal process for driveway approvals is adhered to.
- **Class 6 Road Maintenance:** Allowing subdivision and building on a Class 6 road does not commit the town to maintaining it. Homeowners are responsible for maintenance on unmaintained town roads.
 - In 2019, a washout on Huckins Hill Road required homeowners to seek town permission to fix it, and repairs had to meet Class 6 road specifications, confirming its status as a Class 6 town road.

- **Petition for Road Maintenance:** If three new houses are built (totaling six houses on the road), residents could petition (Petition requires the signatures of 25 registered voters) the town at a town meeting to make it a town-maintained road. If accepted by voters, the road would have to be brought up to standard based on zoning regulations before the town would accept maintenance, similar to processes for Lane Road and Pleasant Place.
- **Confirmation of Class 6 Road Status:** Research, including select board minutes and state roadway files, indicates Huckins Hill Road is a Class 6 unmaintained town roadway. Bill Nesheim, Chair of the Planning Board, sent an email regarding this.
- **Contacting Town Attorney:** Bill Nesheim plans to contact the town attorney. Any board member or chair wishing to contact legal counsel should do so through Scott Weden, Town Administrator. At this point there is not a need for Town Counsel to be involved.

With no further business to come before the Board, a Motion to adjourn was made by Mr. Francesco and seconded by Mr. Lovett. The Meeting was adjourned at 6:23 P.M.

Respectfully Submitted,
Scott Weden, Town Administrator