

**HOLDEN TOWN COUNCIL
REGULAR MEETING
Monday July 16, 2018
Holden Municipal Building
6:00 P. M.**

MINUTES

1. Call to Order

Chairperson Copeland called the meeting to order at 6:00 P.M.

Members present: Thomas Copeland, Chairperson; Patricia Sirois, Councilor; Robert Harvey, Councilor; Rod Black, Councilor.

Others present: Benjamin R.K. Breadmore, Town Manager; Sherry Murray, Treasurer; Roger Huber, Town Attorney; Chris Greeley, Police Chief; Wanda Libbey, Town Clerk; Bruce Dowling, Highway Foreman.

2. Pledge of Allegiance

Chairperson Copeland led the Pledge of Allegiance.

3. Moment of Silence

Chairperson Copeland asked for a moment of silence to reflect on someone or something positive that has touched their lives since we last met.

4. Elect New Vice Chairperson

Councilor Sirois moved, Councilor Harvey seconded; to nominate David R. Black to serve as Vice Chairperson for the coming fiscal year. Vote 3-0-1 in favor. Councilor Black abstained.

5. Public Comment

None

6. Approval of Minutes for June 18, 2018 Regular Town Council Meeting and July 9, 2018 Special Town Council Meeting

Councilor Black moved, Councilor Harvey seconded; to approve the minutes for June 18, 2018, Regular Council Meeting and July 9, 2018 Special Town Council Meeting. Vote 4-0 in favor.

7. Consent Agenda

A. Financial Warrants

Councilor Harvey moved, Councilor Black seconded; to approve the financial information as noted. Vote 4-0 in favor.

Page Two
Holden Town Council
Regular Meeting Minutes
July 16, 2018

FY 2017/2018 Journal Entry #538	\$	17,854.43
FY 2018/2019 Journal Entry # 23	\$	18,414.58
FY 2017/2018 Warrant # 16	\$	29,728.07
FY 2018/2019 Warrant # 1	\$	391,968.89
Total:	\$	457,965.97

B. Department Reports

Councilor Black moved, Councilor Harvey seconded; to approve the Department Reports as submitted. Vote 4-0 in favor.

C. School Board Update

None

8. Old Business

None

9. New Business

A. Appointment to Zoning Board of Appeals

Councilor Harvey moved, Councilor Black seconded; to appointment Ellen Campbell to the Zoning Board of Appeals. Vote 4-0 in favor.

B. Discuss Filling Council Vacancy

The Town will hold an election in conjunction with the states election on November 6th to fill the current Council vacancy.

C. Update on Recycling Fees

A Special Council Meeting will be scheduled within the next few weeks after the Town Manager has the opportunity to gather more information on recycling fees increase.

Councilor Sirois made a motion to approve staff recommendations for items D, E, F, G, H, I and J under new business as they are annual housekeeping issues, Councilor Black seconded, Vote 4-0 in favor.

D. Establish Tax Due Dates

To set the first installment, which is 50% of the total tax, will be due on September 11, 2018 or 30 days after commitment or whichever is later. Interest will be charged on September 12, 2018 or 31 days after commitment, whichever is

Page Three
Holden Town Council
Regular Meeting Minutes
July 16, 2018

later, on unpaid portion of 50% of tax bill. The second installment, which is 50% of the total tax, will be due on March 12, 2019. Interest will be charged on March 13, 2019, on the remaining 50% of tax bill. Unpaid taxes as of April 30, 2019 will be listed in the Town Report.

E. Set Interest Rates for Delinquent Taxes

To set the interest rate for delinquent taxes at 8%.

F. 906 Order

To accept the 906 Order.

G. Pre-Paid Taxes

To allow the Town to accept pre-payment of taxes; however, the Town will not pay interest (0% interest) on collected funds if the taxpayer requires reimbursement of the pre-collected funds.

H. Overpayment of Taxes

To set the interest rate for overpayment of taxes at 3%.

I. Cemetery Trust Interest

To transfer \$663.45 from the Cemetery Interest Account into the Cemetery Reserve Account.

J. Annual Veteran Reserve Transfer

To transfer \$50.00 to the Veterans Memorial Reserve account.

10. Other Business (By Unanimous Consent)

None

11. Public Comment

None

12. Adjournment

Councilor Sirois moved, Councilor Black seconded; to adjourn at 6:29 p.m. Vote 4-0 in favor.

Respectfully Submitted,

Wanda Libbey, Town Clerk

Date Approved: August 20, 2018