

APPROVED
WARREN
BOARD OF SELECTMEN REGULAR MEETING
Wednesday, April 26, 2017

CALL TO ORDER:

C. Sackett called the meeting to order at 5:00 PM.

Selectmen Present: Charles Sackett and Charles Chandler.

Staff/Officials Present: Town Administrator - Judith Tautenhan, Treasurer - Sheila Foote, Transfer Station & Maintenance Manager - George Russell, Chief of Fire Department - Art Heath, Chair Warren School Board – Don Bagley, and Parks and Recreation Representative – Sue Randall.

Public Present: Victoria Saucier, Donna Hopkins, and Sam Greene and Vicky Ayer from DRA.

Chairman Sackett led those present in the Pledge of Allegiance to the flag of the United States of America.

SELECT BOARD MANIFEST:

C. Chandler motioned for approval of the manifest as presented. C. Sackett seconded the motion. Vote: Chandler–yes and Sackett- yes. The motion passed 2-0.

APPROVAL OF MINUTES

C. Chandler moved to approve the 4-12-2017 minutes. C. Sackett seconded the motion. Vote: Chandler–yes and Sackett -yes. The motion passed 2-0.

PUBLIC COMMENT:

Don Bagley reported on the status of work at the Pine Hill Cemetery. Repairs to the grave stones are complete and cutting grass will start soon.

MUNICIPAL OFFICERS REPORTS

TREASURER'S REPORT:

Treasurer Sheila Foote reported the Checking Account balance is \$15,000.44 after tonight's approved manifest of \$46,334.19.

The Tax Collections Money Market Account balance is \$59,988.76.

The Town of Warren's Money Market Account balance is \$317,228.68.

The Town of Warren's Passbook Savings Account balance is \$85,252.18.

C. Chandler motioned for approval of the Treasurer's report. C Sackett seconded the motion. Vote: Chandler–yes and Sackett -yes. The motion passed 2-0.

ROAD AGENT'S REPORT:

Road Agent, Bobby Cass reported he had completed most of the work on Swain Hill Road. A resident on the road was repairing his driveway and did some damage to the public road. The Road

Agent advised the resident he would have to repair the damage and should have obtained a permit from the Town before starting the work on his property. J. Tautenhan will send a letter to the resident regarding this matter.

B. Cass said he would be sweeping and grading on Pine Hill Road. It needs some repair. He has been keeping up with maintenance on vehicles and equipment. He asked about washing the department vehicles at the Fire Station. D. Bagley Sr. said there is an open water facet at the Historical Society building he is welcome to use.

The Board asked about the status of much-needed work on Beech Hill Road. B. Cass stated there were funds available in ETF for the Highway Dept. He said he had a quoted price of \$180,000.00 last year. C. Chandler said to call the contractor and see if the job could be done within our budget. The Selectmen asked him to work up a plan with a cost estimate.

TAX COLLECTOR'S REPORT:

The Tax Collector's receipts were reviewed by the Board.

FIRE DEPARTMENT REPORT:

Chief Arthur Heath reported members of the department attended a Twin State Mutual Aid training in Haverhill, NH. On April 16th there was an alarm activation on Lake Tarleton Rd and on April 25th, there was an alarm activation on County Road.

CHIEF OF POLICE REPORT:

Chief John Semertgakis was not present, and submitted a written report to the Board. The Chief responded to the following calls: trespass issue on Breezy Point, trespass issue on Swimming Hole Road; criminal mischief (vandalism) Lake Tarleton Road (field, old air strip); follow up with residents concerning the Studio Road dog issue.

Chief Semertgakis is working on the following cases: simple assault from Red Oak Hill is no longer active (unfounded); felony theft from Stinson Road has been sent to the Grafton County Attorney's Office; non-compliant sex offender registrant case has been submitted to the Grafton County Attorney's Office; child endangerment case has been started this week; possible sex with a minor case was reported by DCYF last week, investigation started.

The Mudapolooza OHRV Event was held this week at the Blue Ridge Pit on Lake Tarleton Road. He said he was available for assistance or questions Wednesday night in the office and would be patrolling on Thursday afternoon and late evening.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

George Russell reported he was working on cleaning up the transfer station. He has cleaned up cardboard and cans. He told the Board he would like to offer a tire clean up for the Town for 2-3 weeks and then ship them out. Cost would be less than what we normally charge.

G. Russell said he has cleaned up the Joseph Patch Memorial and about 90% of the historical society. Spray foam insulation has begun at the Fire Department. The Town Offices will be started next week. C. M. Whitcher donated two trash totes for use on the Town Common. G. Russell presented the Board a plan with a quote for installation of building siding. He said if we can get volunteers to help with putting the siding up the price is not bad or we can pay the contractor to do the work. Mowing grass will begin soon.

TOWN ADMINISTRATOR REPORT:

Town Administrator spoke with Geoff Sewake, a Community and Economic Development Specialist from UNH Cooperative Extension, following the round table meeting on April 18th. Based on this discussion, establishing a group of citizen's interested in the growth and well-being of the community

to oversee and guide the direction the Town wants for their future may be an appropriate avenue. He recommended having a follow up round table meeting. The Board agreed and the meeting is scheduled for May 24, 2017, following the regular Select Board meeting approximately at 6:30 PM at the Town Hall.

J. Tautenhan noted she has received approximately 20 inquiries about the May 6th public auction of the house on Studio Road, being sold by the Town. C. Chandler said he would be there representing the Town.

J. Tautenhan informed the Board that there was a resident on Breezy Point that had contacted the office, looking to donate some office furniture. We will pick up the donation after the weatherization has been complete at the Town Office.

J. Tautenhan stated that she had met with the IT specialist. A few computer systems are outdated and will no longer be supported by anti-virus software. The Town may want to consider replacing all the computers in the office. The Town Administrator asked that a quote be prepared to present to the Board for further discussion.

No other departments were represented at the meeting.

NEW BUSINESS:

a. State of NH – Department of Revenue Administration – Sam Greene, our current representative, stated he will be leaving the position and wanted to introduce his replacement, Vicky Ayer. They both discussed the draft Assessment Review that DRA completes every five years. The review was completed and the Town will receive a letter addressing the results. There were some areas that need some work. Veteran and Elderly exemption files should be reviewed to determine if changes have occurred and if a change is reflected in the file. Also, on permits/assessments, they found some information from the field was different than what was in the file. The purpose of the re-evaluation was to bring property values within range of the market value. Warren property was over assessed at 113%. The co-efficient of dispersion(COD) was at 35%. What is the plan going forward? The key is better data. C. Chandler said part of the problem is the ability to find reliable data on sales. Mr. Greene stated that there has to be accountability, and that DRA will really be looking at it closely at the next review. J. Tautenhan stated what the Town needs to know is that the assessor is qualified and has done what they were contracted to do. We will convey to our assessor our attention to the quality of their work and their fairness in re-evaluation. C. Chandler thanked Mr. Greene for his service to our Town and wished him well in his new endeavors. He welcomed Mrs. Ayer and said the Town looks forward to working with her.

b. Letter from Board of Selectmen re: Apple Knockers General Store: Required Selectmen signature.

c. Dog Issue on Studio Road – C. Sackett said this issue will be tabled until the Chief of Police returns.

d. Discussion on C. Chandler being the representative for the Town at the auction on May 6th of town-owned property. *C. Sackett motioned to have C. Chandler authorized to sign the Purchase and Sale Agreement regarding the Studio Road Auction. Seconded by C. Chandler. Vote 2-0 passed by majority.*

OLD BUSINESS:

a. REVISED LUCT – Lesa Romano - *C. Sackett motioned to accept Assessor's recommendation to approve request. Seconded by C. Chandler. Vote 2-0 passed by majority.*

- b. Veteran Credit Application – Joseph Minster, Swimming Hole Road. *C. Chandler motioned to accept Assessor's recommendation to approve request. Seconded by C. Sackett. Vote 2-0 passed by majority.*
- c. Current Use Applications-
 - (1) Bryan & Suzanne Flagg. *C. Chandler motioned to approve application request. Seconded by C. Sackett. Vote 2-0 passed by majority.*
 - (2) Chris Whitcher - *C. Chandler motioned to approve application request. Seconded by C. Sackett. Vote 2-0 passed by majority.*
- d. Administrative Abatement - *C. Chandler motioned to approve abatement. Seconded by C. Sackett. Vote 2-0 passed by majority.*
- e. Northern New England Telephone Abatement Application - *C. Sackett motioned to deny the application request. Seconded by C. Chandler. Vote 2-0 passed by majority.*
- f. Intent to Cut-
 - 17-465-03 T – Map 228/140; Owners, Ronald & Mary Whitcher; Logger, Ronald Whitcher
- g. Report of Cut-
 - 16-465-21 T – Map 241/002; Owner, Lloyd & Laurie Bixby; Logger, Lloyd Bixby

CORRESPONDENCE:

None

NON-PUBLIC SESSION

None

OTHER BUSINESS:

C. Sackett reported on the status of the Warren/Wentworth Ambulance Service. He said they had paid up the \$51,000.00 in payroll checks and have paid what was owed to the IRS. This was accomplished primarily by changing the method of billing.

UPCOMING MEETINGS & EVENTS:

5-03-2017, Wednesday, Community Lunch

5-06-2017, Saturday, Town Owned Property Sale, 10:00 AM

5-10-2017, Wednesday, Regular Select Board Meeting at 5:00 PM, Town Offices.

5-24-2017, Wednesday, Regular Select Board Meeting at 5:00 PM, Town Offices.

5-24-2017, Wednesday, Round Table Meeting on Community and Economic Development at the Town Hall after the Selectmen's meeting approximately 6:30 PM.

ADJOURN:

C. Chandler motioned that the Selectmen adjourn the regular meeting of the Board. C. Sackett seconded the motion. Vote: Chandler–yes, Sackett-yes. The motion passed 2-0.

The Board adjourned at 6:30 PM.

Chairman, Charles Sackett Jr.

Selectman, Charles Chandler