

**APPROVED**  
**WARREN**  
**BOARD OF SELECTMEN REGULAR MEETING**  
**Wednesday, January 4, 2017**

**CALL TO ORDER:**

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

**Selectmen Present:** Charles Chandler and Daniel Clancey.

**Staff/Officials Present:** Town Administrator - Judith Tautenhan, Transfer Station - George Russell, Chief of Police - John Semertgakis, Treasurer - Sheila Foote, Chair Warren School Board - Don Bagley, and Fire Chief - Art Heath.

Public Present: Lesa Romano and Victoria Saucier.

Charles Chandler led those present in the Pledge of Allegiance to the United States.

**SELECT BOARD MANIFEST:**

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

**APPROVAL OF MINUTES:**

*C. Chandler moved to approve the 12-21-2016 minutes as presented. D. Clancey seconded the motion. Vote: Chandler-yes and Clancey-yes. The motion passed 2-0.*

**PUBLIC COMMENT:**

a. Don Bagley presented a number of old pictures for the Board to review and select for the cover of the 2017 Town Report. The picture the Board and those present at the meeting was of Bailey's Tavern, where Rustic Gatherings is now located. The time period was not known for sure, but there was a horse and buggy in front. C. Chandler said the picture selection should be postponed until C. Sackett returned.

b. Don Bagley announced the first day of the Coffee Club was a great success with 15 to 20 Those people attending and the Town expressed their appreciation to George Russell for all his efforts in getting this club started.

**MUNICIPAL OFFICERS REPORTS:**

**TREASURER'S REPORT:**

Treasurer Sheila Foote reported the Checking Account balance is \$10,000.00 after tonight's approved manifest of \$138,827.03.

The Tax Collections Money Market Account balance is \$22,959.52.

The Town of Warren's Money Market Account balance is \$330,742.53.

The Town of Warren's Passbook Savings Account balance is \$70,263.81.

On December 28, 2016 the Meals and Room Tax Distribution of \$47,055.64 was received. There was some discussion and S. Foote stated the amount was higher than in the past, but she had no way of knowing if that would be a continuing trend.

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

**ROAD AGENT'S REPORT:**

Submitted a written report as follows: Road agent has been keep the roads clear with the ice, snow and freezing rain. G. Russell has helped him out plowing a couple of times this week. He will be working on truck maintenance. Road Agent will start to take the snow banks off bridges and guard rails. There is brush to burn at the Transfer Station and the Highway Department budget for 2017 will still need to be reviewed.

**TAX COLLECTOR'S REPORT:**

The tax collector's receipts were reviewed by the Board.

**FIRE DEPARTMENT REPORT:**

Chief Art Heath reported two first alarms from the Glencliff Home. There was a three alarm structure fire in Warren on Rt. 25C – Lake Tarleton Road. The home was a total loss and was responded to by many fire departments from surrounding towns. There was no loss of life or injury and the fire was contained to the property with no damage to nearby homes. The cause of the fire was attributed to a wood stove. The Chief said it was an awesome job done by the Warren Fire Fighters and those of the responding towns.

**CHIEF OF POLICE REPORT:**

Chief John Semertgakis reported two dog issues; one on Beech Hill Road and the other on Stimson Road. He made two arrests so far in 2017. One was for a suspended driver's license and the other involved a domestic dispute. The Chief also helped at the fire on Lake Tarleton Road.

The Chief stopped a young man from Massachusetts doing 87 miles per hour on Rt. 25 and gave him a summons. D. Clancey asked what happens if he doesn't show up. The Chief said then the court will issue a warrant for his arrest.

**TRANSFER STATION/BUILDINGS & GROUNDS REPORT:**

G. Russell stated the boiler in the Town Office needs to be repaired, for an estimate between \$2,000 - \$3,000. It is six years old and the warranty expired after 5 years. He has been finishing up on the alterations to the Town Clerk's office. G. Russell has been looking into the weatherization of the Town Offices. They are not well insulated and it costs the Town \$6,000.00 per year to heat. To do the job properly, the cost will be \$40,000.00. We have received a grant and are looking to apply for another one to cover roughly half of this cost.

**TOWN ADMINISTRATOR REPORT:**

Town Administrator, Judy Tautenhan stated that there was a fee waiver requested for the use of the Town Hall, to host a benefit for a family that lost their home in a fire. There is not a date set yet, but wanted to reach out to see if it was a possibility. Discussion ensued with the Board about the waiver of fees and damages with renting the Town Hall. J. Tautenhan said the reason of the deposit is to compensate the Town for any damages. If there are damages, the renter

does not get the deposit back. This has not happened though, since Judy has been Town Administrator. C. Chandler asked the Town Administrator to develop a form of responsibility for reimbursement if there are damages for signature at the time of rental of the Town Hall. Selectmen Clancey and Selectmen Chandler then approved the waiver of deposit for the benefit held for the family.

J. Tautenhan noted she filed the first report of injury for Workman's Compensation on an injured employee.

J. Tautenhan stated she has been in contact with NH Retirement System and following guidelines regarding employee and employer deductions.

J. Tautenhan informed the Board of Selectmen that she would be in Concord on January 27<sup>th</sup> for a meeting with DES.

**No other departments were represented at the meeting.**

**NEW BUSINESS:**

a. Contract with CAI, Inc. - J. Tautenhan reminded the Board that Franco Rossi, the owner and president of CAI, a mapping company that does the Town's aerial photography and mapping of residential and business property, had attended a Board Meeting to review information about CAI. She said he quoted \$500.00 for the update of the maps for the Town. *C. Chandler motioned to approve the contract for \$500.00. D. Clancey seconded the motion. Vote: Chandler—yes and Clancey—yes. The motion passed 2-0.*

J. Tautenhan also stated there was available from CAI a contract that is for a GIS map which is a web based tool. C. Chandler said it could be reviewed at the next meeting.

b. Warrant Article Review – Postponed by Board agreement until C. Sackett's return.

**OLD BUSINESS:**

- a. Intent to Cut - None
- b. Report of Cut - None

**CORRESPONDENCE**

Letter from Bryan Flagg, thanking the Board for support and that NorthCountry News has been acquired by a new owner.

**NON-PUBLIC SESSION #1**

*Motion by C. Chandler, seconded by D. Clancey that the Board of Selectmen enter into a non-public session in accordance with RSA 91-A:3, for the purpose of discussing Town of Warren sensitive legal Town business or ongoing litigation. Vote: Chandler and Clancey—yes. The motion passed 2-0.*

The Board entered into a non-public session #1 at 5:50

**CONCLUSION OF NON-PUBLIC SESSION #1**

*Motion by C. Chandler, seconded by D. Clancey that the Board of Selectmen exit non-public session in accordance with RSA 91-A:3. Vote: Chandler—yes and Clancey—yes. The motion passed 2-0.*

*Motion by C. Chandler, seconded by D. Clancey that the Board of Selectmen seal the minutes of the non-public session in accordance with RSA 91-A:3 for forty years. Vote: Chandler–yes and Clancey–yes. The motion passed 2-0.*

The Board ended the non-public session #2 at 6:10 PM.

**NON-PUBLIC SESSION #2**

*Motion by C. Chandler, seconded by D. Clancey that the Board of Selectmen enter into a non-public session in accordance with RSA 91-A:3, for the purpose of discussing Town of Warren welfare issues, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board. Vote: Chandler–yes and Clancey–yes. The motion passed 2-0.*

The Board entered into the non-public session #2 at 6:15 PM.

**CONCLUSION OF NON-PUBLIC SESSION #2**

*Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen exit non-public session in accordance with RSA 91-A:3. Vote: Chandler–yes and Clancey–yes. The motion passed 2-0.*

*Motion by C. Chandler, seconded by D. Clancey that the Board of Selectmen seal the minutes of the non-public session in accordance with RSA 91-A:3 for forty years. Vote: Chandler–yes and Clancey–yes. The motion passed 2-0.*

The Board ended the non-public session #2 at 6:30 PM.

**OTHER BUSINESS**

Don Bagley stated the thermostat warning light went off this past week in the Historical Society building. This emergency warning flashes a red light from a predominant visual location and can save a lot of money on unnecessary repairs. Selectmen Clancey stated there should be one in every Town building. It was noted that the school and Pythian Hall buildings have one.

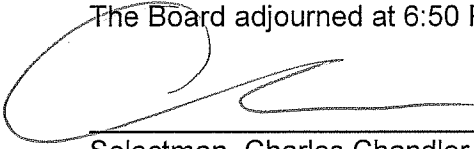
**UPCOMING MEETINGS & EVENTS:**

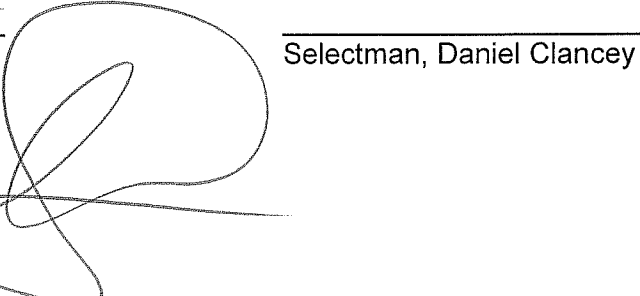
- 1-7-2017, Benefit Supper
- 1-10-2017, Monday, KRT Appraisal
- 1-14-2017, Warren Historical Society, Dinner and a Movie, WVS
- 1-17-2017, Mercier Group, Preliminary Audit Review
- 1-18-2017, Regular Select Board Meeting at 4:00 PM, Town Offices

**ADJOURN:**

*C. Chandler motioned that the Selectmen adjourn the regular meeting of the Board. D. Clancey seconded the motion. Vote: Chandler–yes and Clancey–yes. The motion passed 2-0.*

The Board adjourned at 6:50 PM.

  
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Selectman, Charles Chandler

  
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Selectman, Daniel Clancey