

**APPROVED**

**WARREN  
BOARD OF SELECTMEN REGULAR MEETING  
Wednesday, June 21, 2017**

**Selectmen Present:** Charles Sackett, Jr. and Daniel Clancey.

**Staff/Officials Present:** Town Administrator - Judith Tautenhan, Road Agent – Bobby Cass, Transfer Station - George Russell, Chair Warren School Board - Don Bagley Sr., Police Chief – John Semertgakis, and Fire Chief - Art Heath.

**Public Present:** Anthony Divergigelis, Senator Bob Guida

**CALL TO ORDER:**

C. Sackett called the meeting to order at 5:03 PM and led the group in the pledge of allegiance.

**SELECT BOARD MANIFEST:**

Request from Old Home Day – A request was received from the OHD committee for the Board to appropriate town meeting money (\$9,200) prior to the next Select Board meeting (which falls the week of Old Home Day). The request was not submitted timely so would require an exception.

The Board discussed and a motion was made by C. Sackett to appropriate the \$9,200 on an exception basis. Seconded by D. Clancey. Vote: Clancey–yes, Sackett-yes. The motion passed 2-0-0. Ms. Romano was asked to relay a message to the OHD Committee that these requests be timely in the future.

C. Sackett motioned for approval of the manifest. D. Clancey seconded the motion. Vote: Clancey–yes, Sackett-yes. The motion passed 2-0-0.

**APPROVAL OF MINUTES:**

No minutes to approve.

**PUBLIC COMMENT:**

1. Don Bagley, Sr. inquired about any activity on the Pythian Sister's Hall deed being transferred to the Town. The Board members present were in favor, but requested to postpone further discussion until all three members are present.
2. Senator Bob Guida reported on the upcoming state budget, noting some of the features proposed, including increasing highway funds, keno bill for certain establishments, and full year kindergarten funding.

**MUNICIPAL OFFICERS REPORTS:**

**TREASURER'S REPORT:**

A written report was provided in the Treasurer's absence.

The Checking Account balance is \$23,286.06 after tonight's approved manifest of \$35,505.53.

The Tax Collections Money Market Account balance is \$72,248.75.

The Town of Warren's Money Market Account balance is \$367,244.46.

The Town of Warren's Passbook Savings Account balance is \$119,688.51.

**ROAD AGENT'S REPORT:**

Road Agent Bobby Cass initiated discussion on how to release money for work to be done on Beech Hill Road. J. Tautenhan reported that she had been in contact with the attorney and determined that monies in the paving fund can be used because town officials are listed as designated agents. However, monies in the major road fund (approximately \$10,000) cannot be used because town officials are not designated agents. Use of the major road

fund ETF must be voted on at town meeting. Additional discussion occurred on the method that will be used to update the road.

B. Cass noted that he has an experienced individual (Mike Leafe) that he would like to hire to assist with the Beech Hill Road work (driving truck). The alternative would be to subcontract with Warren Sand & Gravel. Discussion ensued and the Board agreed that hiring the individual was the more suitable choice.

B. Cass also asked the Board if there were any concerns if he were to hire his son to perform labor activities at \$10.00/hour. He is 15 ½ and will not operate Town vehicles or equipment. The Board did not have any concerns with this.

B. Cass also reported that Grafton County work release program had assisted with sidewalk work and did a great job.

#### **FIRE DEPARTMENT REPORT:**

Chief Arthur Heath reported the following activity since the last meeting:

6/12 – Propane leak at Moose Hillock campground

6/12 – Alarm activation on Route 25

6/15 – Trees on power lines Route 25 by Moses Road

6/18 – ATV accident on Weeks Road

6/18 – Discussion held with Chief of Police on unpermitted outdoor fire with illegal materials on Route 25.

Chief Heath reported that the fireworks at the Hildreth Dam June 9 & 10 went well. Saturday hours were adjusted to support extended grand finale (5:30pm – 10:30pm), with the Police Chief's input. The fireworks in the fall will be in a different location off of Swain Hill Road.

#### **TAX COLLECTOR'S REPORT:**

The Board reviewed the receipts provided. The Board also discussed the Royal Bank of Scotland property located at map/lot 218/044 with taxes outstanding.

C. Sackett motioned that the Town begin the process of taking the property back due to taxes due. D. Clancey seconded the motion. Vote: Clancey–yes, Sackett–yes. The motion passed 2-0-0. The Town Administrator noted that any potential deed notices will be issued by the tax collector in the fall, and the Board can review them at that time also.

#### **CHIEF OF POLICE REPORT:**

Chief John Semertgakis reported the following activity since the last meeting:

- Arrests made:
  - Controlled substance vehicle
  - Controlled substance OHRV
  - Motorcycle operating at excessive speed with no license
- OHRV issue on Stimson Road - large trees to prevent trail access were removed
- Overdose/suicide attempt Moose Hillock Campground
- Illegal dumping issue on Long Pond
- Aided state police with a fight in Wentworth
- OHRV driving on Route 118 ticketed
- Report of a loon entangled in fishing line at Meader Pond – forwarded to Fish & Game
- Report of elder abuse and child living conditions. Chief Semertgakis will work on this ongoing investigation with Bureau of Elderly Services and DCYF as needed.

Chief Semertgakis also noted a concern that the OHRV accident on Weeks Road was not reported to the police department despite the extensive injuries. He is following up on this with the appropriate channels.

Chief Semertgakis also reported that the new police cruiser is targeted to arrive at Ford 7/14. Lettering will follow and the electronics will be installed by Ossipee Mountain Electronics.

Additionally, Chief Semertgakis noted there was a large turnout at the fireworks and there were no issues, including no traffic issues.

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

G. Russell reported that he is working on billing for grant for town building updates, and that the Fire Department office ceiling will be started on Monday 6/26, followed by the bathroom, hallway, and supervisors of the checklist office, with the help of Randy Whitcher.

G. Russell led discussion on sheathing and siding the town building and noted difficulty obtaining quotes. Quote received from same company that did spray foam is \$14,538 for ½" OSB white vinyl, with trim and labor. The Board discussed and a motion was made by C. Sackett to move forward with the work at the cost of \$14,538. Seconded by D. Clancey. Vote: Clancey–yes, Sackett–yes. The motion passed 2-0-0.

G. Russell noted that the water cooler in the town office is not keeping water cool and asked if it could be fixed. The Board requested Mr. Russell have this fixed.

G. Russell noted that there is a town hall building fund containing approximately \$4,000 and asked if there could be discussion on using this to pay for the basement furnace in an attempt to offset building and grounds budget limitation. The Board asked to wait until the third member is present for future discussion. As well, D. Bagley, Sr. noted that this fund is shown in the town report to be a trust fund, not an expendable trust, and may not be able to be used.

#### **TOWN ADMINISTRATOR REPORT:**

J. Tautenhan reported on the following:

- Retirement system reporting late fee was waived.
- Year to date budgets printed and available to each department – approximately 48% of budget at this time for the Town as a whole.
- Requests for renting chairs from the town hall – J. Tautenhan requested it be noted on record that the Town does not rent town equipment for use outside of town hall functions.
- Last Economic Roundtable meeting had no attendees and J. Tautenhan asked for advice on drawing attendees. The Board agreed to discuss when the third Board member is present to assist.
- Safety meeting minutes from 5/16 and 6/20 (draft) available. The committee walked through the library, town garage, and town hall and it was noted that the number of concerns has decreased significantly.
- Contacted by UNH Cooperative Extension County Forester asking if the Town needs assistance with town forest management, and requested to meet the Board members. The Board agreed that the Forester could meet with Chairman Sackett and J. Tautenhan will make arrangements.
- Utility companies are reaching out to towns (24) affected by the Granite State Power Link project and the representative requested to meet with the Board. The Board agreed and J. Tautenhan will invite the representative to attend a regular meeting.
- Utility Co-Op and Fairpoint assessments reviewed and no changes were recommended per our contracted assessor.
- Health Trust Insurance – J. Tautenhan followed up with concerns from the last meeting, and explained that the Warren Village School is with a different insurance program (School Care) than the Town, which is why the rate increases were not comparable (Town rate increase was 19.6%). She continued to explain that the Town is a member of the Health Trust large group combination pool at this time, and has the option to change to the combined under 50 employee pool, but a decision must be made at this meeting. Historical rate data was provided, but pricing is not available until October. The Board discussed the lower historical rate volatility of the small employer group and a motion followed, along with a request for J. Tautenhan to obtain a breakdown of the rate increase from the insurer.

C. Sackett motioned that the Town move to the small employer insurance pool. D. Clancey seconded the motion. Vote: Clancey–yes, Sackett–yes. The motion passed 2-0-0.

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

**NEW BUSINESS:**

- a. Potential Paving on Beech Hill Road – see Road Agent report
- b. White Mountains Helicopter Request – Letter was received and reviewed by the Board with no issues concerning their operation at Old Home Days.
- c. Avitar Software Agreement – C. Sackett motioned to have Avitar update the software agreement. D. Clancey seconded the motion. Vote: Clancey–yes, Sackett–yes. The motion passed 2-0-0.
- d. Health Trust Pool for Health Insurance – see Town Administrator report
- e. Renters in the church parsonage will be discussed at the next meeting with all Board members present.

**OLD BUSINESS:**

- a. Administrative Abatement – Reed Timber Tax Billing: There was a duplicate bill that was generated and it was paid twice, so they will receive a refund of the overage.
- b. Overdue Tax Reduction Request (Map 206/016) – At the last meeting it was agreed that the Board would accept discounted payment of \$9,700.00 in 30 days. A check was received by the property owner for \$4,000.00 with a request for the Board to revisit their decision from the last meeting. The Board agreed this discussion needed to wait for the third Board member to be present.
- c. Intent to Cut: None
- d. Report of Cut: None

**CORRESPONDENCE**

None

**NON-PUBLIC SESSION**

None

**OTHER BUSINESS**

None

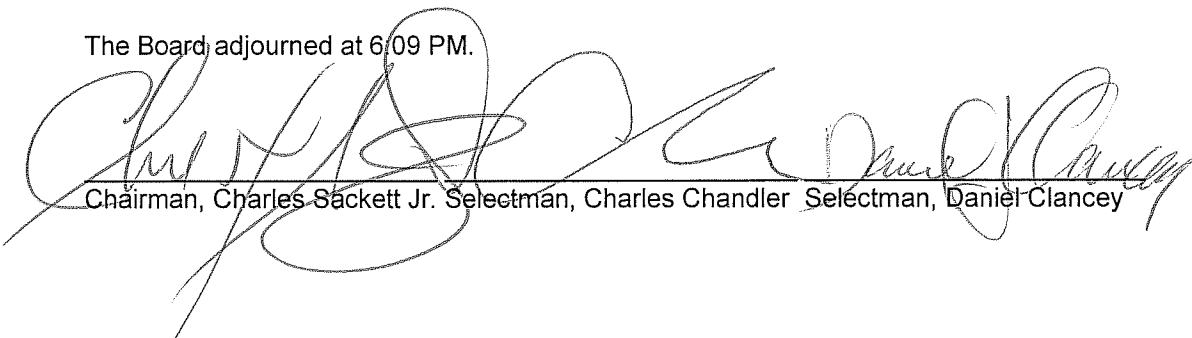
**UPCOMING MEETINGS & EVENTS:**

- 1. Community breakfast – July 2<sup>nd</sup>
- 2. Community Lunch – July 5<sup>th</sup>
- 3. Board of Selectmen Meeting – July 5<sup>th</sup>
- 4. Old Home Day Celebration – July 7, 8, 9

**ADJOURN:**

C. Sackett moved that the Selectmen adjourn regular meeting of the Board. The motion was seconded by D. Clancey. Voting: Sackett-Yes and Clancey-Yes  
The motion passed 2-0-0.

The Board adjourned at 6:09 PM.



Chairman, Charles Sackett Jr. Selectman, Charles Chandler Selectman, Daniel Clancey