

APPROVED

WARREN BOARD OF SELECTMEN REGULAR MEETING Wednesday, June 7, 2017

CALL TO ORDER:

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

Selectmen Present: Charles Sackett, Charles Chandler, and Daniel Clancey.

Staff/Officials Present: Town Administrator – Judith Tautenhan, Road Agent - Bobby Cass, Treasurer - Sheila Foote, Chief of Police - John Semertgakis, Jr., Chair Warren School Board - Don Bagley, Sr., and Fire Chief - Arthur Heath.

Public Present: John Lester, Brenda Bianchi, Donna Hopkins, and Lesa Romano.

C. Sackett led those present in the pledge of allegiance to the flag.

SELECT BOARD MANIFEST:

C. Chandler moved for approval of the manifest. D. Clancey seconded the motion. Vote: Chandler-yes, Sackett-yes, and Clancey-yes. The motion passed 3-0-0.

APPROVAL OF MINUTES

C. Chandler motioned approval of the 5-24-2017 minutes as they were presented. D. Clancey seconded the motion. Vote: Chandler-yes, Sackett-yes, and Clancey-yes. The motion passed 3-0-0.

PUBLIC COMMENT:

- a. John Lester stated that this past weekend activity was smaller than usual, partially due to the type of program. Rock climbing was the focus of the activity. He said they will be on the common with a display at Old Home Days. Brenda Bianchi stated they plan to participate in the Mother's Walk on Sunday sponsored by the Parks & Recreation Department.
- b. Don Bagley Sr. said he noticed a new house was being constructed at 126 Pine Hill Road. C. Chandler asked J. Tautenhan if she had received a notification of construction. She said she had been notified by the State of NH DES.
- c. Don Bagley Sr. noted the school board budget will have approximately \$17,000.00 excess at the end of the FY.
- d. The Town Administrator informed the Board there was a written tax abatement request received regarding property located at Map 206/016. After some discussion, the Board agreed to accommodate an abatement for a portion of the interest and penalties, as long as the payment would be made in full. The Town Administrator was directed to draft a letter regarding the request. *C. Chandler motioned to accept payment in the amount of \$9,722.89 if payment can be made within thirty (30) days. D. Clancey seconded the motion. Vote: Chandler-yes, Sackett-yes, and Clancey-yes. The motion passed 3-0-0.*

MUNICIPAL OFFICERS REPORTS:

ROAD AGENTS REPORT:

Road Agent Bobby Cass reported he has started the grading on Swain Hill Road. He anticipates having a work release crew from Grafton County on Tuesday and Thursday to cut and clean brush. Next week he will get the cost of repaving Beech Hill Road with the quote showing two methods and

the cost of both. He will then know if the \$139,696.00 will be enough to cover the job. B. Cass said he would wait until school is out to start the job. He said that way he would not have any conflicts with school bus runs. He said the culverts are at the transfer station in stock. D. Clancey asked how it will be done. B. Cass responded the old asphalt will be ground up. Culverts would be placed and gravel laid. A fine grade of gravel will be put down and then the road will be compacted. The last project is laying the asphalt. The road will be closed to public traffic two to three days during the asphalt phase but would be open to residents. *C. Chandler moved to authorize the Road Agent's plans to engage in building a new road or re-construct the existing road. Seconded by C. Sackett. Voting in favor of the motion were Clancey-yes, Sackett-yes, and Chandler-yes. The motion passed 3-0-0.*

TREASURER'S REPORT:

Treasurer Sheila Foote reported the Checking Account balance is \$15,000.00, after tonight's approved manifest of \$130,566.41.

The Tax Collections Money Market Account \$62,359.19.

The Town of Warren's Money Market Account balance is \$95,892.81.

The Town of Warren's Passbook Savings Account balance is \$95,181.94.

C. Chandler moved to accept and approve the Treasurer's report. Seconded by C. Sackett. Voting in favor of the motion were Clancey-yes, Sackett-yes, and Chandler-yes. The motion passed 3-0-0.

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review. The Town Administrator advised that Avitar is our tax collection software and that there is now an option for paperless billing. The Board agreed that would be a good option for residents, and the Chairman signed a contract to add that service.

FIRE DEPARTMENT REPORT: Fire Chief Heath reported there was one small fire on Old County Road to which they responded.

CHIEF OF POLICE REPORT: Chief John Semertgakis, Jr. reported he received a call of a motor vehicle accident to which he responded. He is investigating an incident of vandalism at the school. There was a report of a missing hiker. He was found alive and well in Hanover, N.H. He said there was a complaint about camping with a fire site at Breezy Point. They were far into the woods, not accessible by a vehicle. The Forest Service had been notified. The fireworks went well this past weekend. He is checking out a report on illegal dumping. He responded to a domestic incident on Pine Hill Road.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

George Russell reported the weatherization project is still in progress at the Town Office. We will have to shut down some offices next week. Notices from Town Clerk and/or Tax Collector will be posted. Mowing will continue as rain allows. Electronic equipment will be shipped out for recycling from the Transfer Station in the next couple of weeks.

TOWN CEMETERIES: Don Bagley, Sr. announced to the Board that the Cemetery Committee had revised their by-laws and have increased the cost of a cemetery plot by \$25.00. He provided the Board a copy of the new by-laws. D. Clancey asked if they were still having problems with kids and vandalism. Don Bagley, Sr. said they were having some problems, but the summer is still young. He said actually the problem cemeteries in general are having is with people sneaking in at night to bury ashes and in one case to bury a body.

TOWN ADMINISTRATOR REPORT:

- a. The Town Administrator announced health insurance premiums will increase. The Town's insurance is linked with the SAU as a larger plan and the SAU's rates is going up 20% next year. J. Tautenhan stated that we are part of a large group pool, and that the small group pool had an increase of 7.9%. Don Bagley Sr. said the SAU 23 did not increase per se. The insurance company offered three plans, green, red, and yellow, which included many different options within the levels. He stated they selected the green plan with the teachers agreeing to an increase in the co-pay for a 7.5% premium increase next year. Don Bagley Sr. suggested the Town Administrator contact Carol Smith at the SAU 23 office to go over the insurance details.
- b. The Town Administrator reported that she would complete research on how to proceed with accepting payment when a property has been lienied but there is no estate in place.
- c. C. Chandler said the Planning Board minutes stated that the Planning Board would not have meetings unless they were deemed necessary. He did not agree with that decision, as he felt the workings of the Planning Board should be open and available to the residents of the town. C. Sackett stated he agreed with Mr. Chandler's sentiments. C. Chandler would obtain more information.
- d. J. Tautenhan informed the Board we have received notice from the State Department of Transportation informing the town we will be required in 2018 to take additional water samples at the closed landfill, and send them to the State for testing. This would be an increased cost to the Town, but that it was a state requirement starting next spring.
- e. The Town Administrator announced a State contractor will be applying an herbicide spray 200 feet of the power line right of way beginning July, 2017 in the Town of Warren. Abutters should receive notices and that information was supposed to be published in local papers for residents who choose to opt out.
- f. J. Tautenhan informed the Board that the Town contribution for the State of NH Retirement System will increase effective July 1, 2017.

No other departments were represented at the meeting.

NEW BUSINESS:

- a. Pythian Hall – Don Bagley Sr. stated he has been authorized by the sisterhood to speak for them. He stated that the Pythian organization may be disbanded in the State of New Hampshire. When that happens, any property deeded to the Pythian Sisters will go to the State of New Hampshire. If the property is deeded to another entity (Town of Warren), the property would stay with the entity. This is why the Pythian Sisters have approached the Town in the past. C. Sackett said the Pythian Sisters and the hall certainly have a historical connection with the Town of Warren. We have the coffee group meeting at the hall now and they would be assets to the community system. C. Chandler said the town does have the authority to deed, but it would be wise to talk with a lawyer first. C. Chandler told the Town Administrator to put it on the next meeting agenda.
- b. Former VonVerde Estate – A payment was received in the amount of \$5,019.45. The Board agreed with the research showing that one portion of the taxes was billed to the wrong owner, and that an abatement was owed in the amount of \$1,338.76. *C. Sackett motioned to abate this portion and seconded by D. Clancey. Voting in favor of the motion were Clancey-yes, Sackett-yes, and Chandler-yes. The motion passed 3-0-0. The Town Administrator was further directed to draft a letter advising of abatement amount and any further action.*
- c. Administrative Abatement - *C. Chandler motioned to abate the first bill. Seconded by C. Sackett. Voting in favor of the motion were Clancey-yes, Sackett-yes, and Chandler-yes. The motion passed 3-0-0.*
- d. HealthTrust Pool for Health Insurance – Discussed under Town Administrator Report.
- e. Studio Road House Sale – All three of the selectmen (Sackett, Chandler, and Clancey) signed the deed and it was notarized by the Town Administrator.

OLD BUSINESS:

- a. Abatement Application – HKL Family Trust. C. Chandler said he concurred with the property value that the Town assessor recommended, after review of past and current information. *C. Chandler motioned to accept and approve the recommendation of the Town Assessor. Seconded by C. Sackett. Voting in favor of the motion were Clancey-yes, Sackett-yes, and Chandler-yes. The motion passed 3-0-0.*
- b. Intent to Cut - None
- c. Report of Cut - None

CORRESPONDENCE:

A letter was received from Bryan Flagg, for the Board's information, that he was no longer serving as Commissioner for the South Main Street Water District.

OTHER BUSINESS:

None

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 issues, if discussed in public, would likely adversely affect the reputation of any person, other than a member of this board. Vote: Chandler-yes, Clancey-yes, Sackett-yes. The motion passed 3-0-0.

The Board entered into a non-public session at 6:10 PM.

CONCLUSION OF NON-PUBLIC SESSION #1

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, Sackett-yes, Clancey-yes. The motion passed 3-0-0.

Motion by C. Chandler, seconded by C. Sackett 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, Sackett-yes, Clancey-yes. The motion passed 3-0-0.

The Board ended the non-public session at 6:20 PM.

The minute taker was excused from the rest of the meeting and she left the building.

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 issues, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board. Vote: Chandler-yes, Clancey-yes, Sackett-yes. The motion passed 3-0-0.

The Board entered into a non-public session at 6:25 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, Sackett-yes, Clancey-yes. The motion passed 3-0-0.

Motion by C. Chandler, seconded by C. Sackett 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, Sackett-yes, Clancey-yes. The motion passed 3-0-0.

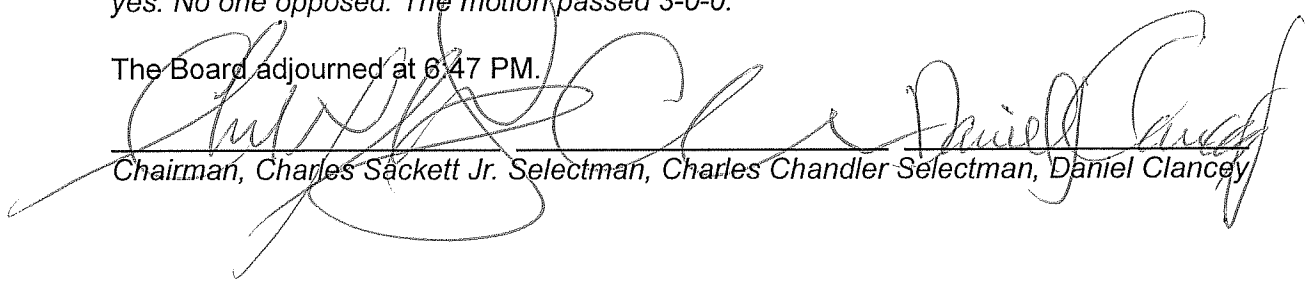
The Board ended the non-public session at 6:46 PM.

UPCOMING MEETINGS & EVENTS

ADJOURN:

C. Chandler moved that the Selectmen adjourn regular meeting of the Board. The motion was seconded by C. Sackett. Voting in favor of the motion were Sackett- yes, Clancey- yes, and Chandler- yes. No one opposed. The motion passed 3-0-0.

The Board adjourned at 6:47 PM.



Charles Sackett Jr. Charles Chandler Daniel Clancey

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