

APPROVED

**WARREN
BOARD OF SELECTMEN REGULAR MEETING
Wednesday, March 15, 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, Chief of Police - John Semertgakis, and Treasurer - Sheila Foote.

Public Present: Victoria Saucier.

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 3-1-2017 minutes as amended. C. Sackett seconded the motion. Vote: Chandler-yes and Sackett -yes. The motion passed 2-0.

PUBLIC COMMENT:

None

MUNICIPAL OFFICERS REPORTS:

TREASURER'S REPORT:

Treasurer Sheila Foote reported the Checking Account balance is \$12,867.02 after tonight's approved manifest of \$23,760.35 The February reconciliation report was provided for the Selectmen's review.

The Tax Collections Money Market Account balance is \$50,630.01. The February reconciliation report was provided for the Selectmen's review.

The Town of Warren's Money Market Account balance is \$523,781.47. The February reconciliation report was provided for the Selectmen's review.

The Town of Warren's Passbook Savings Account balance is \$80,657.22.

The Town received \$1,429.51 from Charter Communications for the Cable Franchise Fee. These will be in quarterly payments vs. annual payments to the Town.

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:

The Road Agent, Bobby Cass was not at the meeting, but filed a report. The trucks have all been serviced with oil changes. The Town roads have been posted with weight limits. He had to get another load of salt, which he hopes will be the last for the season. The lights are working again on the 550 one ton. He has been plowing for two days. The cutting edges had to be changed on the front bucket of the backhoe and the front and wing plows on the big truck. When the weather warms up, he plans to cold patch some of the pot holes in the roads.

TAX COLLECTOR'S REPORT:

The tax collector's report was reviewed by the Board.

FIRE DEPARTMENT REPORT:

None

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported after the last meeting he noticed a gentleman riding a bicycle. The state police arrived and said they had been looking for him in response to a call. On March 7th, the Warren/Wentworth Ambulance Service responded to a call about a breathing problem. The Chief responded to provide backup assistance. WMUR reported a shots fired message on Facebook. An attempt was made to check on it, but there was nothing with which to follow up. The Chief attended a class at Plymouth State University on human trafficking/drugs.

C. Chandler said he received a phone call from John Lester, telling him the next mud run event would involve a large number of people. C. Chandler asked if the Chief was aware of this and how will he handle it. The Chief said yes he was informed about the event and others by Mr. Lester. He said it is up to the Town and himself to decide if more help is needed. After assessing the situation and if it does require additional help, he would contact surrounding police departments to see if there is an officer interested and available for the assignment. Any payment would be made by Mr. Lester.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

G. Russell was not at the meeting, but sent in a report. He said the glass cutter had been delivered, assembled, and power has been installed. Before it is operational, the staff will receive training on it's use and safety. Residents will be notified when glass items can be dropped off.

One of the required yearly reports for DES has been finished and submitted to DES. The other required report for DES will be completed next week. G. Russell has been assisting the road agent with snow plowing. He has also been completing weekly maintenance and cleaning of town buildings and grounds. He plans to follow up with the status of the grant for weatherization of town offices.

TOWN ADMINISTRATOR REPORT:

Town Administrator, Judy Tautenhan stated the abatement decision letters have been mailed out. J. Tautenhan noted the Town Clerk has completed the Town Meeting minutes and they are ready for submission to DRA.

J. Tautenhan said she is working on the Michael Panus request. C. Chandler said Mr. Panus has expanded what he is doing to his property. The Town Assessor needs to go out there and look at the property.

No other departments were represented at the meeting

NEW BUSINESS:

- a. Updates from Town Meeting – There was a discussion on the time line date requirements to establish dates that will set deadlines for budget information, other data required for the Town Report, and submission to the printer. It was recommended that a penalty be set for anything that misses a deadline (for example 10% reduction on a department budget).
- b. Appointment of Selectman Process – Notices of invitation for letters of interest in the vacant Selectman's position will be posted on the Town website/Facebook and in general locations in the town. All letters of interest must be submitted by March 29, 2017.

CORRESPONDENCE:

- a. DRA recommended changes to the new CAI contract. After the changes were completed, C. Chandler signed the contract.
- b. J. Tautenhan informed the Board she had received a letter from Vickey Ayers, a new representative from DRA. Ms Ayers would like to schedule an introduction meeting with the Board. C. Chandler said we would be glad to meet with her, but after the new selectman is appointed to the Board. He said he was sure she would like to meet all the members of the board.

NON-PUBLIC SESSION

Motion by C. Chandler, seconded by C. Sackett 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 Sackett–yes. The motion passed 2-0.

The Board entered into a non-public session at 6:04 PM.

CONCLUSION OF NON-PUBLIC SESSION

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 Sackett–yes. The motion passed 2-0.

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: Sackett–yes, Chandler–yes. The motion passed 2-0.

The Board ended the non-public session at 6:15 PM.

OTHER BUSINESS: None

UPCOMING MEETINGS & EVENTS:

3-29-2017, Wednesday, Regular Select Board Meeting at 5:00 PM, Town Offices.

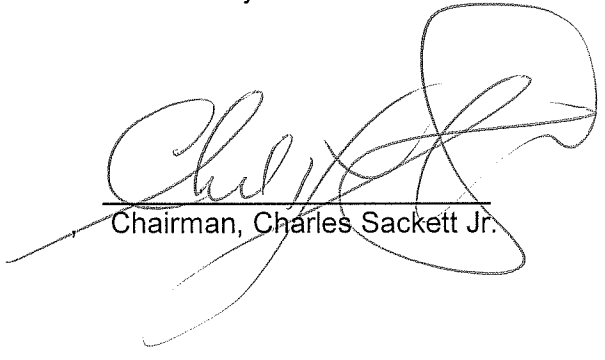
3-29-2017, Wednesday, Community Conversation Economic Roundtable, 6:30 PM, Town Hall

4-05-2017, Wednesday, Community Lunch 4-08-2017, Saturday, VFW Penny Social, North Haverhill
4-12-2017, Wednesday, Regular Select Board Meeting at 5:00 PM, Town Offices.

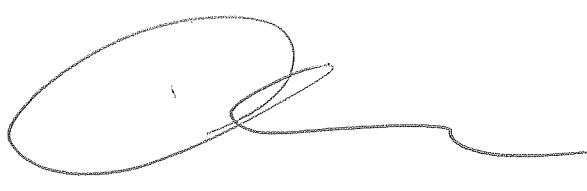
ADJOURN:

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 6:20 PM.



Chairman, Charles Sackett Jr.



Selectman, Charles Chandler