

**APPROVED**

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, October 11, 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, Chair Warren School Board - Don Bagley, and Fire Chief - Art Heath.

**Public Present:** Jay Johnson, Mike Panus, Jody O'Callaghan, Janine Waldron, and Victoria Saucier.

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

**SELECT BOARD MANIFEST:**

The Treasurer expressed some concerns on payment of tonight's total manifest until the Town receives *reimbursements* to increase account balances. She made some suggestions and discussion ensued. J. Tautenhan noted there was a payment of \$909.48 for the Library bulkhead repair that does not have a line item in the budget. C. Chandler said to clear it through the budgetary process for payment. C. Chandler moved for approval of the total 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 9-27-2017 minutes as amended. D. Clancey seconded the motion. Vote: Chandler-yes, Sackett-yes, and Clancey-yes. The motion passed 3-0-0.

**PUBLIC COMMENT:** None

**MUNICIPAL OFFICERS REPORTS:**

**ROAD AGENTS REPORT:**

Road Agent Bobby Cass reported he has graded Batchelder Brook Road and Beech Hill Road and will be doing some grading on other Town roads. D. Clancey asked if he will be able to plow Beech Hill Road with the marble size nuggets of dirt on the road. B Cass responded yes, but he would sweep it again. B. Cass said he was doing pre-winter maintenance and clean up.

**TREASURER'S REPORT:**

Treasurer Sheila Foote reported tonight's approved manifest of \$113,106.25. The September reconciliation report was provided to the Select Board for their review. The Tax Collections Money Market Account \$107,509.69. The September reconciliation report was provided to the Select Board for their review.

The Town of Warren's Money Market Account balance is \$88,595.55. The September reconciliation report was provided to the Select Board for their review. Treasurer Sheila Foote reported the Checking

Account balance is \$15,000.00, after tonight's approved manifest of \$162,196.07.  
The Town of Warren's Passbook Savings Account balance is \$168,993.72.

*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.

**FIRE DEPARTMENT REPORT:** Fire Chief Heath reported there was one backup call from Wentworth, but it was canceled before the truck left the station. He confirmed the trails would be closed to ATV use on November 1<sup>st</sup>. The Board said yes that is correct. *C. Chandler moved to allow the Snow Mobile Club to use the corridor. Seconded by C. Sackett. Voting in favor of the motion were Clancey-yes, Sackett-yes, and Chandler-yes. The motion passed 3-0-0.*

**CHIEF OF POLICE REPORT:** Chief John Semertgakis reported a disabled vehicle with a flat tire on Rt 25. There was suspicious activity on Studio Road; a report of a neighbor working in the Town right-of-way. The Chief followed up on the Eagles Nest OHRV issues. He responded to a domestic disturbance on Eagles Nest; report of threatening. He responded to a report of a fight on Gingerbread Lane. He assisted with an incapacitated individual on Batchelder Brook Road.

The Chief attempted to serve a bench warrant on a sex offender, but could not locate him. He currently has police departments from different jurisdictions looking for him.

The Chief completed the firearms classroom and will be completing firearms qualifications at the Grafton County Sheriff Department in two weeks. He attended court this past week, a pre-trial conference stemming from a traffic incident in May. A resolution was agreed upon.

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

George Russell was not at the meeting, but submitted a report. He stated the outdoor signs for the Town Offices and the Fire Department have been put back up. Thanks to Nancy Chandler for repainting them. The Welcome to Warren sign has been put back up in Glenclyff. The boiler was started at the Town Office to check all zones to ensure they are all working properly before the weather gets cold. G. Russell is still continuing to mow in some areas. An outside bulletin board has been installed at the entrance to the Fire Department.

The new building should arrive this week. We are still waiting to hear back about when the cement can be poured. G. Russell has applied for a grant with NH the Beautiful for funds for the roto-phase and baler cost.

**TOWN ADMINISTRATOR REPORT:**

- a. The Town Administrator stated she was made aware of issues with the Town website and was working on it with the IT person.
- b. The Town Administrator advised the copy machine had an error code; the service tech had been notified.
- c. J. Tautenhan informed the Board that the auditor will be at the Town Office on November 13<sup>th</sup>, per the Town's request.
- d. J. Tautenhan stated she made contact with the printer for the 2017 Town Reports.
- e. The Town Administrator reminded Department Heads that the budget deadline is October 16<sup>th</sup> with budgets to be presented to the Selectmen starting October 26<sup>th</sup>.

f. J. Tautenhan mentioned the Town Assessor from KRT has been and will continue to physically review property in Warren and Glenclyff for the cyclical reval. When he comes to the property, he should introduce himself and show his credentials. He has the Selectmen's approval to look at a resident's land from the outside and with the resident's permission to go into the house to see if additions or changes have been made to the interior of the house. If a resident refuses admittance to the house, which is their right, the assessor will use the information he has collected from the outside observation and make an assumption on the inside for assessment purposes. There was a report that he looked through some windows to see the inside. The Selectmen made it clear, they do not agree with that action. Most of those at the meeting with whom he had visited said he had been respectful and well identified.

h. J. Tautenhan noted that the letter was received to approve the Emergency Expenditure request from DRA.

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

**NEW BUSINESS:**

a. Resident Concerns – Jody O'Callaghan – Mrs. O'Callaghan introduced Janine Waldron as a friend, who could help her with the agenda she wanted to cover. Mrs. O'Callaghan stated she had the letter from the Town addressing the resolution of the water drainage problem. She said she is still having trouble. She asserts she desperately needs to divert the water from her land. She believes the surface (visible) water runs off Main Street and comes down to the curb, where it goes underground (invisible water). It is at this point where it becomes toxic. Mrs. O'Callaghan brought a diagram and her explanation of the problem she prepared for the Selectmen to look at and she would like Bobby Cass, the Road Agent, to look at it and come out to her property to talk with her. Chairman Sackett told her he would have Selectman Dan Clancey be the point of contact for her and to work with her along with Road Agent Cass to look into the problem. He said both of them would come out to see her this week. She gave Selectman Clancey a copy of the court order that she said defined what work had to be done. Mrs. O'Callaghan said she has been doing some work, but it has only been on her property and not on Town property.

b. Snowmobile Trail Landowner Permission Form – For snowmobile operator to cross over and ride on private property, the property owner must sign a permission form and send or take it to the Town Office. The snowmobile club adds the property owner's name to the approval list.

c. Intent to Cut -

17-465-10T, Map 244/003001; 043; Owner/Logger, Charles Eddy Jr.

**OLD BUSINESS:**

a. Report of Cut

16-465-18 T – Map 224/033001, Map 224/043; Owner/Logger, Charles Eddy Jr.

16-465-25 T – Map 228/014; Owners/Logger, Chris and Jaime Witcher

**CORRESPONDENCE:** None

**OTHER BUSINESS:**

a. Don Bagley Sr. announced the Town Hall Yard Sale raised \$980.00 for the food pantry.

b. Don Bagley Sr. and George Russell repaired the sign in Glenclyff. It says Welcome to Warren now because that was the only one they could find in the storage area. We still thank them.

**UPCOMING MEETINGS & EVENTS:**

Dedication of the New Ravine Lodge, October 14, 2017 at 10:00 AM

Dinner After Breakfast, Ravine Lodge, October 19, 2017 at 6:30 PM

Board of Selectmen Meeting, October 25, 2017, Town Offices at 5:00 PM

Chili/Chowder Cook Off & Haunted Hayride, October 28, 2017, 6 PM at Town Hall  
Board of Selectmen Meeting, November 08, 2017, Town Offices at 5:00 PM

**NON-PUBLIC SESSION:**

*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 6:00 PM.

**CONCLUSION OF NON-PUBLIC SESSION**

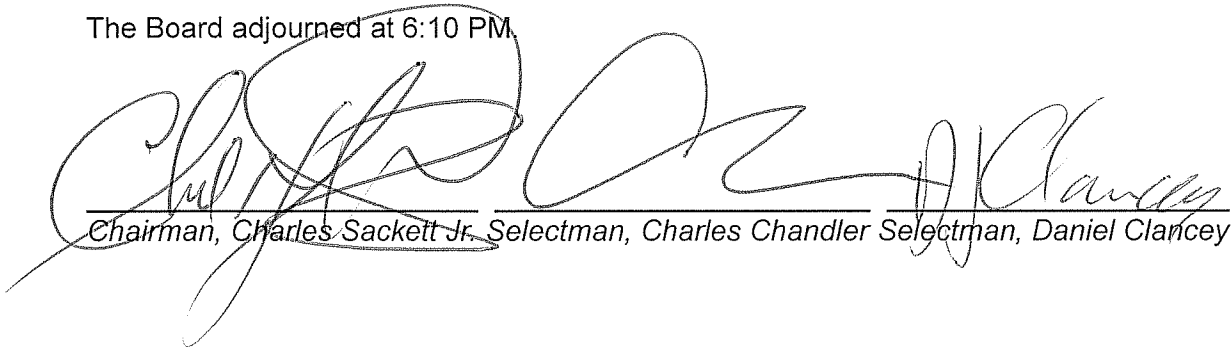
*Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen exit non-public session in accordance with RSA 91-A:3. Vote: Chandler–yes, Sackett-yes, Clancey-yes. The motion passed 3-0-0. Motion by C. Chandler, seconded by D. Clancey that the Board of Selectmen seal the minutes of the non-public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

The Board ended the non-public session at 6:05 PM.

**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 6:10 PM.



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