

APPROVED

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, January 3, 2018**

CALL TO ORDER:

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

Selectmen Present: Charles Sackett and Charles Chandler.

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

Public Present: Micheal Panus.

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

SELECT BOARD MANIFEST:

C. Chandler moved approval of the manifest. C. Sackett seconded the motion. Vote: Chandler-yes, and Sackett-yes. 2-0.

APPROVAL OF MINUTES

C. Chandler deferred approval of the 12-20-2017 minutes until the next meeting.

PUBLIC COMMENT:

D. Bagley Sr. said a person certified to repair the school generator was located in Littleton. Janice Sackett has been in contact with him.

MUNICIPAL OFFICERS REPORTS:

ROAD AGENTS REPORT:

Road Agent Bobby Cass reported the front wheels on the backhoe need replacing and the transmission needs warranty work. The sand pile is a little more than half down. C. Chandler asked if there had been any issues about usage of the sand. B. Cass responded there has been no problems since he straightened out the issue last year. Town residents may get sand from the Town for use on their own driveways and walks; as much as it takes to cover their area. Residents or others may not use the Town sand stock pile to fill up truck loads (beds) to be used to sand other residents drive ways, especially for pay. He has been plowing and sanding roads with priority for the school bus routes.

TREASURER'S REPORT:

Treasurer Sheila Foote reported Checking Account balance is \$15,000.00 after tonight's approved manifest of \$116,453.17.

The Tax Collections Money Market Account \$144,258.41.

The Town of Warren's Money Market Account balance is \$374,963.14.

The Town of Warren's Passbook Savings Account balance is \$229,632.55.

On December 20th, we received the Meals and Room Distribution in the amount of \$47,217.31.

The Town auditor will be in the office tomorrow, depending on the weather, to review the account assignment and placement of funds, especially in relation to anticipated FEMA funds.

C. Chandler asked if the property tax payments are coming in as they should be. The Treasurer responded as far as she could tell they were.

C. Chandler moved to accept and approve the Treasurer's report. Seconded by C. Sackett. Voting in favor of the motion were Sackett-yes and Chandler-yes. The motion passed 2-0.

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT REPORT: Fire Chief Heath reported the following calls:

12-23-2017 Structure fire Wentworth town line on Rt. 25, wood stove.

12-24-2017 Partition/chimney fire on Rt 118.

12-31-2017 Service call, burst water pipe.

01-01-2018 Call to Glenclyff Brook Rd. odor of gas in building. Gas line leak in a car in garage.

01-02-2018 Motor vehicle accident on Rt 25 near Burning Bush.

The Chief stated the new members have been attending meetings. He said in the Fire Department budget a portion of the funds, \$2,000.00 was not encumbered, but that it would be a in a warrant article. It represents a portion of the unexpended Fire Dept 2017 budget.

CHIEF OF POLICE REPORT: Chief John Semertgakis reported snowmobiles trails are now open and trails have been groomed. There were two fires in Town: the first on Rt 25 was a wood stove not properly vented. The Fire Marshall was involved. The second fire was a chimney fire on Rt 118. A Wellness Check was performed on High St with a report of a person visiting a friend in Glenclyff was going to get "jumped". There was a trespass issue on Rt.25, a neighbor dispute.

The Chief met with the staff of the Mountain Valley Treatment Center in Warren to discuss the change in the housing assignment and what needs/expectations the Center and Town might have of each other. The attorney of the person involved in the DUI case scheduled for Jan 10th has asked for a continuance, awaiting a new court date.

The Chief made 26 traffic stops for various violations and issued 5 citations.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

Manager, George Russell was not present, but submitted a written report.

Transfer Station: G. Russell asked the Board to increase the hourly wage for David Ball from \$10.00 per hour to \$10.50 per hour. He will have been working for the Transfer Station for two years in May. G. Russell reported due to cold weather, the compactor has been difficult to operate, everything is freezing.

Building and Grounds: G. Russell said he has been helping the Road Agent with plowing and sanding with the snow storms. He has ordered an outside enclosed 30" x 36" bulletin board for the Town Office to help reduce postings on the entrance door. It was on sale at 50% off and it will be installed in the spring. Due to extremely cold weather, there are some walkways that have iced up. They will be salted when the weather warms up.

TOWN ADMINISTRATOR REPORT:

- a. The Town Administrator stated the letter to Director Perry Plummer has been mailed.
- b. The Town Administrator said there is a meeting planned sometime this month with FEMA to discuss houses at risk from the Baker River and the possibility of FEMA purchasing some of the property. J. Tautenhan stated that more agency representatives may be invited. C. Chandler stated we need to be sure there is enough room and he preferred not to use the Town Hall. D Bagley Sr. offered the use of the school.
- c. J. Tautenhan said the Town Auditor would be in the office tomorrow to meet with her and S. Foote to go over the accounts to ensure no issues would arise during meetings with FEMA.
- d. J. Tautenhan announced that postage would be increasing in the near future. Since they have sufficient funds, she recommended purchasing additional postage before the rate increase. A. Heath asked her if she had considered buying online, because he thinks it is less expensive. She said she would look into it.
- e. J. Tautenhan informed the Board that many of the Town computers are nine years old and the operating systems are obsolete. Getting the computers repaired or finding computer support is becoming difficult and may soon be impossible. J. Tautenhan said it is time to look toward the future and she will start researching the matter.
- f. The Town Administrator advised the Board the Capital Well Company contacted her and stated they were willing and able to help those residents without water. They also indicated they were willing to charge a bulk rate and/or be willing to negotiate.

No other departments were represented at the meeting.

NEW BUSINESS:

- a. Consideration of Prepayment of Taxes: C. Chandler stated there is potential of unintended consequences if prepayment of taxes were allowed. It would put the Tax Collector and the Treasurer in a position to monitor the funds more so than they do now. A. Heath said it sounds like a lot more work on the Treasurer. S. Foote said not excessively. C. Chandler said the discussion and vote should be tabled until the return of Selectman Clancey.
- b. Warrant Article Review:

Article

To see if the Town will vote to raise and appropriate the sum of two thousand dollars (\$2,000) to be added to the Fire Department Expendable Trust Fund with said funds to come from unassigned fund balance as of December 31, 2017 with no funds to be raised from taxation. This amount represents a portion of the surplus of the Fire Department 2017 budget. The selectmen recommend this appropriation.

VOTE: Yes 2 No 0 C. Chandler and C. Sackett voted in the affirmative.

Article

To see if the Town will vote to raise and appropriate the sum of three hundred forty two dollars (\$342) to be added to the Cemetery Expendable Trust Fund with said funds to come from unassigned fund balance as of December 31, 2017 with no funds to be raised from taxation. This amount represents the surplus of the Cemetery 2017 budget. The selectmen recommend this appropriation.

VOTE: Yes 2 No 0 C. Chandler and C. Sackett voted in the affirmative.

Article

To see if the Town will vote to raise and appropriate the sum of one thousand dollars (\$1,000) to be added to the Emergency Management Expendable Trust Fund with said funds to come from unassigned fund balance as of December 31, 2017 with no funds to be raised from taxation. This amount represents the surplus of the Emergency Management 2017 budget. The selectmen recommend this appropriation. C. Chandler recommended adding a \$500.00 stipend as a line item in the budget for Janice Sackett for her FEMA work. C. Sackett concurred.

VOTE: Yes 2 No 0 C. Chandler and C. Sackett voted in the affirmative.

Article

To see if the Town will vote to raise and appropriate the sum of nine thousand five hundred dollars (\$9,500) for the purchase and installation of an emergency generator at the Town Office. The selectmen recommend this appropriation.

VOTE: Yes 2 No 0 C. Chandler and C. Sackett voted in the affirmative.

Article

To see if the Town will vote to raise and appropriate the sum of one thousand eight hundred dollars (\$1,800) for the update of Planning Board regulations. The selectmen do not recommend this appropriation.

VOTE: Yes 0 No 2 C. Chandler and C. Sackett did not vote in the affirmative.

The Board discussed other subjects that may be added to the warrant list. The State of NH is making available to cities and towns in NH the authority to allow and establish legal Keno games within their jurisdiction. Another topic discussed was the need for a bond in the sum of one hundred and eighty thousand dollars (\$180,000) for ten years in support of the Warren Road Improvement Project. If Federal funding from FEMA is received, the bond would not be necessary nor would the Town need to borrow money. The Board felt the need to know the Town's feelings and intent of the matter.

c. Administrative Abatements:

Map 250/037 MH0005 Owner: Christina Creonte

Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen approve the requested abatement. Vote: Chandler-yes and Sackett-yes. The motion passed 2-0.

Map 234/008 Owner: Melissa Libby

Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen approve the requested elderly exemption. Vote: Chandler-yes and Sackett-yes. The motion passed 2-0.

Map 123/179 Owners: Chris & Jaime Witcher

Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen approve the requested abatement. Vote: Chandler-yes and Sackett-yes. The motion passed 2-0.

OLD BUSINESS:

- a. Generator Follow Up at WVS: Addressed under public comment.
- b. Ambulance Service Contract Review: C. Sackett stated they have doubled their revenue in the past year. C. Chandler moved to approve and execute the contract with the Wentworth/Warren Ambulance Service. C. Sackett seconded the motion. Vote: Chandler-yes, and Sackett-yes. 2-0.
- c. Report of Cut - None

CORRESPONDENCE:

J. Tautenhan mentioned she had received a letter from Mr. Hedstrom from Glencliff, asking why the Town were not making repairs to his road. C. Chandler requested J. Tautenhan to respond to Mr. Hedstrom, informing him that the road that leads to his property is a Class VI road and the Town is not responsible for nor do they make repairs or maintain Class VI roads.

OTHER BUSINESS:

J. Tautenhan brought to the Board's attention that a proposal had been received from the company that prepares maps for the Town. She stated that this is an upgrade with no new mapping. The cost is \$500.00 + \$15 per any addition, which is the same cost we have been paying. C. Chandler moved to approve the upgrade payment. C. Sackett seconded the motion. Vote: Chandler-yes, and Sackett-yes. 2-0.

UPCOMING MEETINGS & EVENTS:

Town Auditor in Office, January 4, 2018

Board of Selectmen Meeting, Town Offices, January 17, 2018 at 5:30 PM

NON-PUBLIC SESSION #1:

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 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 5:55 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 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: Chandler-yes and Sackett - yes. The motion passed 2-0.

The Board ended the non-public session at 6:00 PM.

NON-PUBLIC SESSION #2:

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 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 6:02 PM.

CONCLUSION OF NON-PUBLIC SESSION #2:

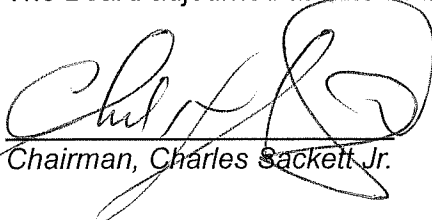
Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen exit non-public session in accordance with RSA 91-A:3. Vote: Chandler-yes and Sackett-yes. The motion passed 2-0. Motion by C. Chandler, seconded by C. Sackett that the Board of Selectmen seal the minutes of the non-public session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


The Board ended the non-public session at 6:15 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 and Chandler - yes. No one opposed. The motion passed 2-0.

The Board adjourned at 6:25 PM.


Chairman, Charles Sackett Jr.


Selectman, Charles Chandler