

**APPROVED**

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, May 9, 2018**

**CALL TO ORDER:**

Chairman Sackett called the meeting to order at 4:45 PM.

**Select Board Members Present:** Charles Sackett, Charles Chandler, and Lesa Romano.

**Staff/Officials Present:** Treasurer - Sheila Foote, Transfer Station/Buildings & Grounds Manager - George Russell, Chair Warren School Board - Don Bagley Sr., Chief of Police, John Semertgakis and Fire Chief - Art Heath. Office Administrator – Judith Tautenhan was not present for the meeting.

**Public Present:** Victoria Saucier, John and Brenda Lester, Chris Witcher, and Tracy Champagne.

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

**NON-PUBLIC SESSION #1:**

*Motion by C. Chandler, seconded by L. Romano 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, Romano-yes, Sackett-yes. The motion passed 3-0-0.*

The Board went into a non-public session at 4:47 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, Romano-yes. The motion passed 3-0-0. Motion by C. Chandler, seconded by L. Romano 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 Romano- yes. The motion passed 3-0-0.*

The Board ended non-public session at 5:05 PM. C. Chandler stated, let the minutes show that no motion was taken as a result of the non-public session.

**SELECT BOARD MANIFEST:** *C. Chandler moved approval of the bill as presented. C. Sackett seconded the motion. Vote: Chandler-yes, Sackett-yes, and Romano-yes. The motion passed 3-0-0.*

**APPROVAL OF MINUTES:**

Approval of the 4-25-2018 minutes were tabled until the next meeting.

**PUBLIC COMMENT:**

- a. John and Brenda Lester reported their last activity did very well. The Mountain Mud Run on May 19<sup>th</sup> will be much bigger. They are anticipating 2,000 – 3,000 people participating and watching. They requested the regular permission letter from the Town.
- b. Victoria Saucier requested permission from the Town for White Mountain Helicopter LLC to use the common or surrounding area as a heliport on Friday, Saturday, and Sunday of Old Home Days. They plan to offer helicopter rides - as they did last year. C. Chandler stated a permission letter will be prepared for her.

c. Victoria Saucier stated AppleKnockers LLC had applied for the tax abatements for new business, and had been told that DRA had determined the Town of Warren's warrant article was not prepared right so was not eligible. C. Chandler will talk with Senator Bob Giuda, since he was the person who told us about and encouraged us to pursue this opportunity for our Town. Ms. Saucier said she would still prepare the letter.

## **MUNICIPAL OFFICERS REPORTS:**

### **ROAD AGENT REPORT:**

Road Agent Bobby Cass was not at the meeting, but submitted a written report. He stated the dump truck is back: the EGR cooler leaked and filled the cylinders in the motor with water and antifreeze. Clark's fixed the problem, which was under warranty. They also found other problems and corrected them while the truck was there. I have the broom back together, so I can start sweeping next week. More cold patch is needed to fill pot holes. There is not enough to complete the job.

B. Cass reported he has been working on FEMA paper work, work statements, and cost estimates. He had a meeting with FEMA today. The weight limits on the roads are off, so trucks can start using the roads again. He will start cleaning ditches and culverts and grading roads between projects

### **TREASURER'S REPORT:**

Treasurer, Sheila Foote reported the Checking Account balance is **\$15,263.15**, after tonight's approved manifest of **\$126,943.31**. The March reconciliation report was presented to the Board for their review.

The Tax Collections Money Market Account balance is **\$104,214.07**. The March reconciliation report was presented to the Board for their review.

The Town of Warren's Money Market Account balance is **\$52,070.01**. The March reconciliation report was presented to the Board for their review.

The Town of Warren's Passbook Savings Account balance is **\$97,161.57**.

On April 26<sup>th</sup> we received \$7,534.78 for the Highway Block Grant.

The Town of Warren's Passbook Savings Account will cover the next school payment.

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

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

The Tax Collector provided a report to the Board for review.

**FIRE DEPARTMENT REPORT:** Fire Chief Heath reported a false alarm from the Moosilauke Ravine Lodge, as did the Woodstock Fire Department. The two fire departments need to discuss coverage or primary coverage. The firefighters have attended training with the senior firefighters stating they received good new knowledge on rural water supply. Some of the fire equipment is in need of repair or replacement, but it can be delayed until a better financial time frame.

The Grafton County Dispatch contacted the town of Warren to suggest moving the radio tower to Warren. They have not been getting very good coverage and the transmission of messages is breaking up and there is static on the line. They feel they will get better coverage from the tower if it were located in Warren, because of the advantage of higher elevation and a central location for those receiving the signals. The location in Warren has not yet been determined for the 40 foot tower. The

cost of the move would be approximately \$3,000 to \$4,000. It could be paid for out of the Expendable Trust of the Transfer Station/Building and Grounds funds left over from 2018 budget.

**CHIEF OF POLICE REPORT:** Chief John Semertgakis reported two incidents 5/1 and 5/3 when 2 juveniles each time walked away from the Becket School. The first time was around midnight and they were found on the trails. The second time was 1:30 AM and they were found in the back of the school property near the woods. C. Chandler asked if the Becket School has adequate staff coverage. The response was "no" The Chief stated the Director had left and the Director from the Farm is covering both facilities. C. Chandler said they need to staff their facility properly. He said he would like their Director to come to a Select Board meeting.

The Chief responded to a noise complaint on Lake Tarleton Road from fireworks. There was a report of an assault on Clark's Drive that is still under investigation. A report was taken of a phone scam on Pine Hill Road. The Chief responded to an animal complaint; a snake in a bedroom. The snake was not located. He assisted DCYF on Lake Tarleton Road. The Chief is investigating a report of a burglary on Rt. 25, which maybe a vandalism issue. He responded to two motor vehicle lockouts. And four V.I.N. verification. He completed one sex offender registry.

The aggravated DUI case is scheduled for arraignment on July 25<sup>th</sup>. The C.A.C. forensic interview is this Friday, May 11<sup>th</sup>. There are several training dates coming up.

Traffic stops 17 Citations issued 2.

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

Transfer Station: Manager, George Russell reported the dug outs have been moved up to the Lund Lane ball field. He stated the new building is being worked on. G. Russell reminded everyone the month of May is the town-wide tire cleanup for residents. He said he hoped to get out side soon to start working on the town grounds.

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

J. Tautenhan was not at the meeting. No report.

#### **NEW BUSINESS:**

- a. Generator - G. Russell reported on the bids for the single phase generator. He stated Brian Weeks had the lowest bid at and would hold that quote until June. Brian Weeks: 22KW single generator - \$8,000.00 with 10 year warranty, electric panel - \$1,500.00. The contract has not been awarded.
- b. Tax Warrant – The tax warrant for this year is \$938,727.00. *C. Chandler moved to accept and approve the tax warrant as presented. Seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*
- c. Intent to Cut
  - i. 18-465-02 T Lot 250/017000, Owner/ Logger ,Thomas Babbitt
  - ii. 18-465-04T Lot 240/24000, Owner, Phillip Whitcher, /Logger, D. Whitcher
  - iii. 18-465-03 Lot 245/101, Owner, David and Judy Whitcher, Logger, D. Whitcher
- d. Elderly Exemption – The Town Appraiser recommended granting an elderly exemption of taxes for Elizabeth O' Callaghan. *C. Chandler moved to approve the recommended elderly exemption. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

**OLD BUSINESS:**

a. C.M. Witcher.- Chris Witcher stated he was checking in on the status of when he would be paid for the remainder of the work that he has completed. C. Sackett told Chris Witcher the Town would pay him the remainder of the project cost due to him after the Town received funds from FEMA. C. Chandler told Chris Witcher he was not being ignored by the Town. They knew and understood his concerns.

**CORRESPONDENCE:** None

**OTHER BUSINESS:** None

**COMING MEETINGS & EVENTS:**

Select Board meeting, May 23, 2018 at the Town Offices, 5:00 PM, when the tax pay

Select Board meeting, June 6, 2018 at the Town Offices, 5:00 PM

School Board Meeting, June 12, 2018 at the school, 6:00 PM

**NON-PUBLIC SESSION #2:**

*Motion by C. Chandler, seconded by L. Romano 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, Romano-yes, Sackett-yes. The motion passed 3-0-0.*

The Board entered into a non-public session at 5:30 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, Romano-yes. The motion passed 3-0-0. Motion by C. Chandler, seconded by L. Romano 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 Romano- yes. The motion passed 3-0-0.*

The Board ended non-public session at 5:45 PM.

**NON-PUBLIC SESSION #3:**

*Motion by C. Chandler, seconded by L. Romano 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, Romano-yes, Sackett-yes. The motion passed 3-0-0.*

The Board entered into a non-public session at 5:50 PM.

**CONCLUSION OF NON-PUBLIC SESSION #3:**

*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, Romano-yes. The motion passed 3-0-0. Motion by C. Chandler, seconded by L. Romano 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 Romano- yes. The motion passed 3-0-0.*

The Board ended a non-public session at 6:25 PM. C. Chandler stated, let the minutes show that no motion was taken as a result of the non-public session.

*C. Chandler moved to re-enter the public session of the Select Board meeting. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

**OTHER BUSINESS:**

a. Dave Ball asked the Board for assistance on how to handle the sale/purchase of deeded property. He is interested in buying Mary Carlson's property. He was told to talk to the Tax Collector to get information on taxes owed, property assessment, etc. Get a sales agreement with Mary Carlson. Contact an attorney knowledgeable in this type of transaction.

b. The Board decided they needed to vote on a special non-public meeting they had on Friday, May 4, 2018. *Motion by C. Chandler, seconded by L. Romano that the Board of Selectmen enter into a non-public 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, Romano-yes, Sackett-yes. The motion passed 3-0-0.*

*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, Romano-yes. The motion passed 3-0-0. Motion by C. Chandler, seconded by L. Romano 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 Romano-yes. The motion passed 3-0-0.*

**NON-PUBLIC SESSION #4:**

*Motion by C. Chandler, seconded by L. Romano that the Board of Selectmen enter into a non-public has filed a claim 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, Romano-yes, Sackett-yes. The motion passed 3-0-0.*

The Board entered into a non-public session at 7:00 PM.

**CONCLUSION OF NON-PUBLIC SESSION #4:**

*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, Romano-yes. The motion passed 3-0-0. Motion by C. Chandler, seconded by L. Romano 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 Romano-yes. The motion passed 3-0-0.*

The Board ended non-public session at 7:15 PM.

*Motion by C. Chandler, seconded by L. Romano that the Board of Selectmen enter into a public session. Vote: Chandler-yes, Romano-yes, Sackett-yes. The motion passed 3-0-0.*

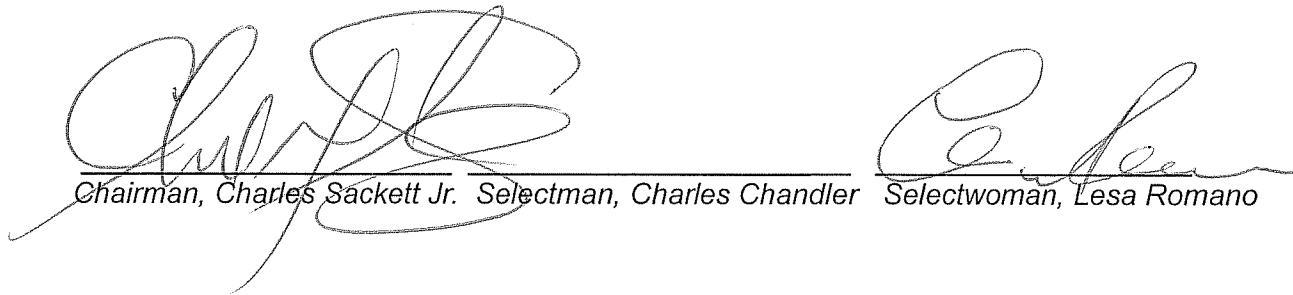
C. Chandler requested Sheila Foote, John Semertgakis, Donna Hopkins, and George Russell (who had already left the office) to return to the conference room. He thanked them all for the extra work they performed beyond their regular duties. He stated "you all were outstanding in keeping the Town Office going for the past three days".

He announced the Select Board had accepted the resignation of Judy Tautenhan from the position of Town Administrator, effective immediately. He said it was not necessary to say anything else other than, no comment.

**ADJOURN:**

*C. Chandler moved the adjournment of the regular meeting of the Select Board. The motion was seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Romano-yes, and Chandler – yes. No one opposed. The motion passed 3-0-0.*

The Board adjourned at 7:20 PM.



Chairman, Charles Sackett Jr. Selectman, Charles Chandler Selectwoman, Lesa Romano