

**APPROVED**

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, April 11, 2018**

**CALL TO ORDER:**

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

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

**Staff/Officials Present:** Office Administrator – Judith Tautenhan, Treasurer - Sheila Foote, Chair Warren School Board - Don Bagley Sr., Chief of Police, John Semertgakis and Fire Chief - Art Heath.

**Public Present:** Victoria Saucier, Tom Babbit, John and Brenda Lester, and David Parker.

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

**SELECT BOARD MANIFEST:**

C. Chandler had a question about the Ambulance Service and a bill from Rand's Hardware. He stated we should be doing business with more local vendors whenever possible. *C. Chandler moved approval of the manifest as presented. Lesa Romano seconded the motion. Vote: Chandler-yes, Sackett-yes, and Romano-yes. The motion passed 3-0-0.*

**APPROVAL OF MINUTES:**

J. Tautenhan stated a review by all departments had not been completed yet of the previous minutes, therefore the minutes of 3-28-2018 were not available for approval.

**PUBLIC COMMENT:**

a. John Lester announced he was working with the ATV Club on the event scheduled for April 28<sup>th</sup> on his property. They have worked out plans for their participants to have ATV access to AppleKnockers for gasoline. Brenda Lester provided the Board with their future schedule: May 19<sup>th</sup> and 20<sup>th</sup> – Mountain Mud Run, June 21<sup>st</sup> and 22<sup>nd</sup> – Speedway, and August 4<sup>th</sup> and 5<sup>th</sup> – Mountain Music Festival. Tom Babbitt, President of the ATV Club, said the trails don't open until the end of May and that should not matter as they still have access to the Lester property. They just won't ride the trails at this event. Mr. Babbitt mentioned the Club would be doing some work on the Old Glencliff Road this summer. They plan to repair and improve the 50 foot right-of-way. They also plan to replace two failed culverts. C. Sackett said it is a class VI road and not maintained by the town. C. Chandler stated we receive a lot of calls about that road from abutting property owners, so I am sure you will get a lot of interest from them. L. Romano asked if you should contact the property owners abutting the work.

b. Don Bagley Sr. asked why the town has not been spending funds on sidewalks? Also, it is difficult to walk on the sidewalks when vehicles, dumpsters, and debris are blocking them. C. Sackett said the sidewalks were a project started last summer to continue into this summer. C. Chandler stated that the project may not start again any time soon, considering the financial situation the town is in. Chief Semertgakis said some of the blocking of the sidewalks is a temporary situation, but there are others that he considers a safety issue that will be dealt with. C. Sackett advised the Chief to deal with the situations he felt needed to be addressed.

Don Bagley Sr. asked what was being done about the old cruiser. C. Sackett said it will go on Craig's List or out on bid. Chief Semertgakis will get the pertinent info to the Town Administrator and she will take care of putting it out to bid.

Don Bagley Sr. stated last Sunday the school generator had a test run. A squirrel stepped on some electrical wires and tripped a switch recording a failure or problem and the system carried on

taking the right action and making the right notification. It worked as it was designed to do. The squirrel did not make it.

Don Bagley Sr. requested J. Tautenhan to provide the information he requested on insurance coverage and the hours and wages for the Highway Assistant Line Item in the budget.

c. David Parker addressed the Board, concerning his property on Linsey Lane. He lives in Concord and bought the property ten years ago as a vacation/retirement home. He knew when he bought the house he would have to eventually move it, because of encroachment from the Baker River. After he moved the house and the damage in the area from the October storm, the Town hired a contractor to revise the river current/flow. He was never notified of the work on the river and the river banks. He asserts that the design creates an ugly canal that he no longer has a scenic view. C. Chandler stated he understands Mr. Parker's position on the change and said Mr. Parker could apply for an abatement of taxes. Mr. Parker said he really feels abused by the Town, primarily due to the lack of notice regarding the work done. C. Sackett said the State was in the middle of things, directing what they wanted done.

## **MUNICIPAL OFFICERS REPORTS:**

### **ROAD AGENT REPORT:**

Road Agent Bobby Cass was not at the meeting, but provided a written report. He hauled and spread gravel on Studio Road and completed selective road grading. He performed cold patching around town where possible. He turned in a mileage bill as he had to deliver and pick up truck parts. B. Cass said he has been planning and working on scheduling work projects. He is waiting on the prison sign shop to schedule the sign posting. He is also waiting to hear from Grafton County for the work release inmates to schedule sidewalk maintenance and other projects. He is also waiting to actively plan the paving of Beech Hill Road and Batchelder Brook Road.

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

Treasurer, Sheila Foote reported the Checking Account balance is **\$15,000.63**, after tonight's approved manifest of **\$47,491.97**. The March reconciliation report was presented to the Board for their review.

The Tax Collections Money Market Account balance is **\$102,793.15**. The March reconciliation report was presented to the Board for their review.

The Town of Warren's Money Market Account balance is **\$166,627.28**. 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**.

May 15<sup>th</sup> is the last day for the Select Board to sign the property tax warrant and submit it to the Tax Collector. S. Foote reported that the school payment for May and June is \$193,674.50. Two accounts will cover this expense. She said the next property tax bills needed to be mailed by May 30<sup>th</sup> and could not be due before July 1<sup>st</sup> per State Regulations. S. Foote stated that currently there is approximately \$181,000 in two other accounts to cover our operating budget for May and June.

*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 receipts for the Board for review.

**FIRE DEPARTMENT REPORT:** Fire Chief Heath reported a very quiet reporting period. There was a call from a trailer home near the Wentworth school. This is a repeat call from the resident using a

wood stove in a trailer. Chief Heath reminded the elderly gentleman of this fact. He thanked them for coming and we will most likely be back.

**CHIEF OF POLICE REPORT:** Chief John Semertgakis reported the sex offender that the Grand Jury indictment was granted on was arrested in Rhode Island. He was arraigned last week and is being held on \$10,000.00 bail. The sexual assault of a minor was reported last week. The assault happened in Warren during the summer of 2017. The case will be worked by the Warren Police Department and the Grafton County Sheriff's Department. The Chief stated he may need to travel to Rhode Island to conduct the initial interview. C. Chandler asked if this occurred in Warren. The Chief responded yes. C. Chandler asked how much of your time does this take? Chief Semertgakis said it could vary, depending on the individual case. He said normally on Friday.

The Chief said he is currently working two theft cases. One in Glencliff and one on Red Oak Hill Road. They may be related. A report was taken on a trespass issue on Route 118. On Route 25, there is an ongoing neighbor dispute/trespass issue.

Traffic stops 23 Citations issued 5.

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

George Russell was not present at the meeting but submitted a written report. David Ball donated a 12 x 12 building for use at the Transfer Station. It will be moved up there this Friday. G. Russell said he was planning a town-wide tire cleanup for residents for one month. The result will be a lower cost per tire for residents.

Spring cleaning has begun. G. Russell is doing some building clean-up as well. G. Russell is waiting on a quote on a single phase generator from J.A. Corey Electric.

**TOWN ADMINISTRATOR REPORT:**

- a. The Town Administrator said she and the Tax Collector were working on compiling a list of payment plans that town residents and the Board have agreed upon in the scheduled payment of overdue taxes. J. Tautenhan stated she will monitor the list and notify the Board with recommended actions.
- b. The Town Administrator stated she received a request to use the Town common for a birthday party. The Board members said they saw no reason to not approve the request.
- c. J. Tautenhan informed the Board of a request from James Pike of Dartmouth College to draw water out of the Baker near the first bridge. C. Sackett said that's fine, he can get water from the river where ever he wants. Some at the meeting were confused. C. Sackett said anyone can get water from any public source without a cost in the State of NH.
- d. J. Tautenhan announced she would be on vacation the week of April 23<sup>rd</sup>.
- e. J. Tautenhan reported she had been contacted by North Country Council and they were looking at grants for local communities and businesses in emergency response.

**NEW BUSINESS:**

- a. Deputy Treasurer/Bank Signatures:

The Treasurer reviewed applications for the Deputy Treasurer's position. She is recommending the approval of Heather Warner as Deputy Treasurer. *C. Chandler moved to accept and approve the nomination of Heather Warner as Deputy Treasurer of Warren. Seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

Authorized signatures on Town Accounts are: Charles Sackett, Jr., Charles Chandler, Lesa Romano, Sheila Foote, and Heather Warner.

Name of persons that are being removed from the town accounts: Daniel Clancey and Sandra Hobbs.

S. Foote is requesting Lesa Romano and Heather Warner to be added as authorized signers on Town Accounts.

*C. Chandler moved to approve adding the names of Lesa Romano and Heather Warner to the town accounts. Seconded by C. Sackett. L. Romano abstained from voting. Voting in favor of the motion were Sackett-yes and Chandler-yes. The motion passed by majority 2-0-1.*

*C. Chandler moved the approval of the Treasurer, Sheila Foote, having the authority to change passbook savings accounts to statement accounts. Seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

b. Fire Warden Training Bill – approved and signed to send to the State of NH.

c. Program Compliance for Property Stewardship reviewed regarding the Tennis Court on the common

d. Abatement Recommendations

1. Map 217/002 - Lesa Romano

*C. Chandler moved approval of the abatement recommendation for Lesa Romano. Seconded by C. Sackett. L. Romano abstained from voting. Voting in favor of the motion were Sackett-yes and Chandler-yes. The motion passed by majority 2-0-1.*

2. Map 240/038 - Michael O'Neil

*C. Chandler moved approval of the abatement recommendation for Michael O'Neil. Seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

e. Intent to Excavate -

i. 18-465-01-E - Warren Sand & Gravel

ii. 18-465-02 E - Lloyd Bixby

#### **OLD BUSINESS:**

a. Report of Cut -

i. 17-465-01 T, Owner & Logger, Daniel Clark

ii. 17-465-09 T, Owner & Logger, Thomas Babbitt

iii. 17-465-12 T, Owners, Wade and Veralisa Reed, Logger, David Winsor

iv. 17-465-12 T, Owners, John and Lisa Newton, Logger, John Newton

b. Report of Excavation -

i. 17-465-01-E - Warren Sand & Gravel

ii. 17-465-02 E - Lloyd Bixby

**CORRESPONDENCE:** Reviewed by the Board.

**OTHER BUSINESS:** Board members had a discussion on deeding property. Letters were sent to residents who were in a delinquent/past due property tax situation, offering assistance/options in resolution of unpaid property tax. Many residents have taken advantage of the offer or contacted a member of the Select Board or the Town Administrator. Unfortunately, some have not. There is one property that is under consideration for deeding. The Board deferred any action until the next meeting on April 25<sup>th</sup>.

#### **COMING MEETINGS & EVENTS:**

Board of Selectmen Meeting, April 25, 2018, Town Offices at 5:00 PM

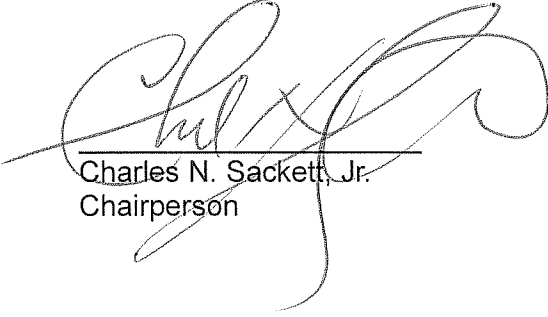
Historical Society Dinner and a Movie, April 28, 2018, 5:30 PM

**NON-PUBLIC SESSION: NONE**

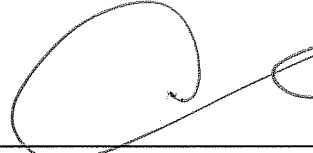
**ADJOURN:**

*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 6:40 PM.



Charles N. Sackett, Jr.  
Chairperson



Charlese Chandler  
Selectperson



Lesa Romano  
Selectperson