

## APPROVED

### WARREN BOARD OF SELECTMEN REGULAR MEETING Wednesday, April 25, 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:** 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:** Donna Hopkins, Tom Babbitt, Janice Sackett, and Tom Toomey

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

**SELECT BOARD MANIFEST:** C. Chandler had a question on a bill from Walt's Marine and Auto Towing and Repair. It was prepared and determined the Warren Police Department was not liable for the bill. Clarification was given that the town insurance company is responsible for the cost of the bill. *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:

*C. Chandler moved approving the 3-28-2018 and 4-11-2018 minutes as amended. L Romano seconded the motion. Vote: Chandler-yes, Sackett-yes, and Romano-yes. The motion passed 3-0-0.*

#### PUBLIC COMMENT:

- a. Mr. Toomey said he needed to get a signature from the Select Board on the form for the Community Acknowledgment Report, which is a compliance for flood insurance. C. Chandler said as chairman of the board C. Sackett should sign the form. *C. Chandler moved the board chairman approve and sign the form as presented. L Romano seconded the motion. Vote: Chandler-yes, Sackett-yes, and Romano-yes. The motion passed 3-0-0 and the document was sign*
- b. Don Bagley Sr. reported the generator at the school is working fine, the squirrel community is fairing less well with another one dead.
- c. Tom Babbitt, President of the ATV Club, mentioned the Club would be doing some work on the Old Glencliff Road this summer. They plan to apply for a grant to help with the cost of the project. They will still proceed with some of the work, even if the grant is not approved. The plan involves repair and improvement to the roadway by excavating 5 or 6 inches from the banks. They also plan to replace two failed culverts. Mr. Babbitt stated the trails are not open until May 23<sup>rd</sup> and they are requesting a permission slip to use the trails to do the work mostly on the week-ends. He said there is one land owner, where the trail goes up to the house and the trail is very narrow. They will have to consider other options in that situation. Mr. Babbitt indicated he was working with John Lester on the Mountain Mud Run this week-end. The question was asked if they had received permission to have access to AppleKnockers. Mr Babbitt said no, but John Lester was following up on it. *C. Chandler moved approval for the ATV Club to have access to the trails out and around the Old Glencliff Road on the week-ends prior to the May 23<sup>rd</sup> trail openings in order to work on the trails. L Romano seconded the motion. Vote: Chandler-yes, Sackett-yes, and Romano-yes. The motion passed 3-0-0*

## MUNICIPAL OFFICERS REPORTS:

### ROAD AGENT REPORT:

Road Agent Bobby Cass reported he had talked with Mr. Hatch about the hydraulic study of Weeks Crossing. This would require retroactive permits for Robb Lane and Ore Hill. Janice Sackett would still have to obtain permits from the Corps of Engineers.

The one ton crane is broken; the repair can be put off until after next winter. The big truck has water in the cylinder (motor). It has 17,000 miles on it and warranty is 18,000 miles with the warranty expiration date of 11-13-2017. The emission control is still under warranty. He has talked with the owner of the company and told him it was totally unacceptable for the truck to have any major repair from the short time it was purchased. C. Chandler asked if the maintenance required by the warranty has been kept up. B. Cass said yes. B. Cass said the sweeper is waiting for a hydraulic motor at the cost of \$900.00. C. Chandler asked why can't the order for the motor wait. The response was the roads need sweeping. C. Chandler stated the motor can be ordered, but not paid in 90 days and with no interest to be paid. B. Cass reported the winter signs were down and next week the signs for larger vehicles with weight restrictions will come down.

### TREASURER'S REPORT:

Treasurer, Sheila Foote reported the Checking Account balance is **\$15,266.15**, after tonight's approved manifest of **\$39,668.99**. The March reconciliation report was presented to the Board for their review.

The Tax Collections Money Market Account balance is **\$103,291.39**. The March reconciliation report was presented to the Board for their review.

The Town of Warren's Money Market Account balance is **\$141,641.90**. 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**.

A reimbursement has been made from an individual for their well loan. The Treasurer reported it may be necessary to move money from the Tax Collections Money Market Account or the Town of Warren's Passbook Savings Account to make the next school payment. S. Foote has spoken with a teller at the bank, regarding the procedure for a tax anticipation note. A representative from the bank's Treasury Department will be talking to her to explain or help her with some of the bank changes and requirements.

**The members of the Select Board have informally made the decision not to spend funds except day to day expenditures and not something that can't be put off. This is an informal consensus of the Board.**

*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 call for a lift assistance. Three junior firefighters are training. Three senior firefighters are scheduled for rural water supply. The fire truck has an oil leak that will need professional assessment.

**CHIEF OF POLICE REPORT:** Chief John Semertgakis provided an update on the sidewalk issues: one dumpster has been moved and the other one will be removed by May 1st, the truck (TT) will be parked further back from the sidewalk. The Grafton County Attorney's Office is reviewing the Lake Tarlton DUI case. An unfounded burglary on Eagles Nest. A juvenile with a broken hand at the library. Simple Assault on Red Oak Hill. Sexual Assault case update: interviews will happen in NH. Becket School walk-off, two juveniles left and found in Plymouth. Vandalism on Lake Tarlton Rd. The Chief covered the OHRV event this week-end.

Traffic stops 24 Citations issued 2.

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

Transfer Station: Manager, George Russell reported the 12X12 building has been moved up to the Transfer Station. G. Russell said the month of May is the town-wide tire cleanup for residents. The result will lower the cost per tire, for example, up to 19" tire is \$3.00 for disposal.

Buildings & Grounds: Manager, George Russell reported the cost on single phase generators. Brian Weeks: 22KW single generator - \$8,000.00 with 10 year warranty, electric panel - \$1,500.00 JA Corey Electric: 22KW single generator - \$8,484.00 with 5 year warranty, electric panel - \$3,283.00. C. Chandler asked how long would the quotes be valid. G. Russell said he would check and report back.

**TOWN ADMINISTRATOR REPORT:**

- a. The Town Administrator said she met with Vicky Ayer from DRA on 4-18-2018.
- b. The Town Administrator stated the Appraiser will be in the office prior to signing the tax warrant to review pick-ups reported on inventory forms.
- c. J. Tautenhan said to please note our property/liability premiums will decrease for our 2018/2019 contributions.
- d. J. Tautenhan announced that our Health Insurance premiums will decrease approximately \$150.00 per month starting 7-1-17.
- e. J. Tautenhan reported on 5-4/5-2018 the KRT Appraiser in the office to review pick-ups.

**NEW BUSINESS:**

- a. Please note Selectperson Chandler will be away 5-28-2018 and 6-6-2018.
- b. C.M. Witcher – The Town's 25% was paid.
- c. Charter Communications Franchise Agreement - C. Sackett to sign and approve the franchise agreement. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.
- d. July 4<sup>th</sup> – schedule Board meeting to what date? The Board had a short discussion and agreed to Tuesday, July 3rd.
- e. Optional census questionnaire on Baker River restoration. C. Sackett said it was optional, so no we do not want to participate.
- f. Deputy Town Clerk – Suzanne Flagg recommended Chelsie Lent for the Deputy Town Clerk. C. Chandler moved to approve the selection of Chelsie Lent as the Deputy Town Clerk. Seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.
- g. Intent to Cut
  - I. 18-465-01-T Owner & Logger, Ronald and Mary Witcher.

**OLD BUSINESS:**

a. Deed Review of Map 233/047 - C. Chandler moved to direct the Tax Collector to proceed in the process to deed the property of Tracy Champagne, Map/Lot 233/047. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.

**CORRESPONDENCE:** Jody O'Callaghan called the office to voice her concerns on related issues of storm damages, water runoff and changes in the river that impact her property.

**OTHER BUSINESS:** None

**COMING MEETINGS & EVENTS:**

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

Community Lunch, May 2, 2018

Free Clothing Event at Town Hall, May 4<sup>th</sup> - 6<sup>th</sup> and May 11<sup>th</sup> - 13<sup>th</sup>

Community Breakfast, May 6, 2018

Select Board meeting, May 9, 2018 at the Town Offices, 5:00 PM

**NON-PUBLIC SESSION:**

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. At which time, they excused the minute taker and she left.

**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, 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.

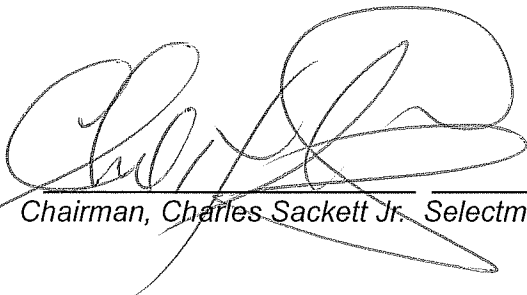
The Board ended non-public session at 6:15 PM. At which time, they asked the minute taker to return.

C. Chandler stated, let the minutes show that no decision or action was taken as a result of discussion.

**ADJOURN:**

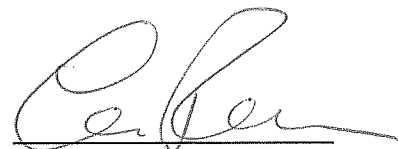
C. Chandler moved the adjournment of the regular meeting of the Select Board. The motion was seconded by C. Sackett. Voting in favor of the motion were Sackett-yes, Romano-yes, and Chandler-yes. No one opposed. The motion passed 3-0-0.

The Board adjourned at 6:20 PM.



Chairman, Charles Sackett Jr.

Selectman, Charles Chandler



Selectwoman, Lesa Romano