

APPROVED

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, June 6, 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: Acting Town Administrator – Austin Albro, Treasurer - Sheila Foote, Fire Chief - Art Heath, Chair Warren School Board / Deputy Fire Chief - Don Bagley Sr., and Chief of Police, John Semertgakis. Transfer Station/Buildings & Grounds Manager - George Russell and Road Agent – Bobby Cass were not present for the meeting.

Public Present: Donna Hopkins

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

SELECT BOARD MANIFEST: C. Chandler noticed the manifest was in a new format. S. Foote and Austin Albro worked together to design a format that would provide the Select Board with clear and accurate financial and budgetary information. C. Chandler stated he likes it very much, as it is much easier to understand. *C. Chandler moved approval of the manifest as presented. L Romano seconded the motion. Vote: Chandler-yes, Sackett-yes, and Romano-yes. The motion passed 3-0-0.*

There was a discussion of payment of the select person's \$1,400.00 annual stipend. Selectman Sackett stated he would prefer his now and Selectman Chandler and Selectwoman Romano said they would wait until a later date. *C. Chandler moved the authorization of payment of \$1,400.00 for Selectman Charles Sackett as payment of his annual stipend. L Romano seconded the motion. Vote: Chandler-yes and Romano-yes. Sackett-abstained. The motion passed 2-0.*

APPROVAL OF MINUTES:

L Romano moved approving the 5-23-2018 minutes as amended. C. Sackett seconded the motion. Vote: Sackett-yes and Romano-yes. Chandler-abstained. The motion passed 2-0.

PUBLIC COMMENT:

None.

MUNICIPAL OFFICERS REPORTS:

ROAD AGENT REPORT:

Road Agent Bobby Cass was not present at the meeting, but submitted a written report. B. Cass reported he had attended a training class in West Lebanon on Laying Out Road Projects. He has taken personal time. Next week he will be cold patching roads and decking over Breezy Point Bridge.

TREASURER'S REPORT:

Treasurer, Sheila Foote reported the Checking Account balance is **\$12,000.03**, after tonight's approved manifest of **\$109,730.89**.

The Tax Collections Money Market Account balance is **\$107,418.13**.

The Town of Warren's Money Market Account balance is **\$29,888.45**.

The Town of Warren's Passbook Savings Account balance is **\$97,171.63**.

The Town of Warren Housing Improvement Passbook Savings Account balance is \$1,652.82.

Chandler asked about tax payments. S. Foote responded well, considering the due date is July 5. Donna Hopkins mentioned a FEMA check is at the state level and a check will be issued soon for the completed July storm projects. D. Hopkins said there will be a meeting on June 7th.

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 structure fire in Dorchester on May 25th. On May 26th, they investigated smoke coming from a tower. It turned out to be in Benton. On the same day, there was a call from dispatch reporting smoke on Red Oak Hill. June 3rd responded to a motorcycle accident. There was a structure fire on Stimson Road in Glencliff. No one was injured. The fire melted the siding on the house and did damage to the garage. The fire truck with firefighters will be on standby at the fireworks this week-end, June 8th and 9th.

CHIEF OF POLICE REPORT: Chief John Semertgakis stated there was a call from Becket School about a walk-off by a juvenile. The juvenile returned before police responded. The Chief provided a civil standby at a local business. He made a mutual aid response with an arrest at the Wentworth Race Track. He responded to a report of two cars being driven recklessly on Gould Hill Road. He did not locate the vehicles.

The Chief investigated a noise/ animal complaint on Rabbit Run Road. There was a house party with a band and fireworks last Saturday night. There were also cars in the road. He gave a warning to the home owners. He responded to a domestic disturbance on Station Road; no arrests were made. An overdue student at Warren Village School was reported; it was a miscommunication issue. The Chief responded to a report of woman cutting herself; she was transported to Cottage Hospital. There was a medical issue on Mountain Meadow Road. He is working with WWAS on a plan to get resources to the individual.

Chief Semertgakis announced he would be teaching Bike Safety at Warren Village School this Friday. Next Friday he will be conducting an ALICE training regarding active shooters. OHRV updates: the trails are now open and the grant has been approved. The Town needs to agree to the conditions of the grant. Chief John Semertgakis is given signature of authority to enter into contract for the Fish and Game OHRV grant. *C. Chandler moved to accept and approve the conditions of the police grant. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

Traffic stops 14 Citations issued 1.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

Transfer Station: Manager, George Russell reported the sliding door on the new building has been installed. He still needs to install the door guides and brace for the track. He is getting caught up on

glass crushing. G. Russell said he would to start on the electrical work for the new building and the baler.

Buildings & Grounds: Manager, George Russell reported he is almost caught up on mowing and weed whacking. He said he has been cleaning up miscellaneous brush and wood. G. Russell said he would be helping the Road Agent install the new deck on Breezy Point Bridge next week.

TOWN ADMINISTRATOR REPORT: Austin Albro, acting Town Administrator, provided the following report:

- a. A. Albro said he had talked with Jamie Dow from DRA and she said there was documentation from 2017 that was missing It is the MS535 for July.
- b. A. Albro stated he had received an e-mail from a person from the W/W Ambulance Service offering a bid of \$1,500.00 for the old police cruiser. *C. Chandler made the motion to accept the bid of \$1,500.00 for the old police cruiser. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.*
- c. A. Albro said he would like to thank Sheila Foote, Donna Hopkins, and George Russell for their help with his transition into his new position.

NEW BUSINESS:

- a. Well Loan Application – Jodie O’Callaghan has applied for a well loan. C. Chandler stated everyone understood how much money was in the account for distribution of money for applicants. This is the fifth applicant, requesting assistance with a well loan. The remaining balance is \$1,652.00. *C. Chandler made the motion to approve the well loan request for Jodie O’Callaghan for the amount of \$1,652.00. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0.* C. Chandler requested A. Albro to craft a transmittal letter, clearly explaining to Mrs. O’Callaghan that this is the last of the money available to her from this account.
- b. Select Board Pay - This item was discussed and action taken under Selectmen Manifest area.
- c. Intent to Cut

I. 18-465- Map/Lot 245/17, Daniel Clark; Owner & Logger,

OLD BUSINESS:

- a. Summer Dance Class – The current arrangement is \$25.00 per day for use of the Town Hall and it is being used three days per week. C. Chandler asked if we have set rates for rent of the Town Hall? He said for residents and for charitable events we normally waive any cost or charge a minimal amount. For non-residents and non-charitable events we have charged a fee, but it has not been a consistent. C. Chandler said considering our recent financial situation maybe we should re-consider what we are doing in areas where we could bring in additional funds. C. Sackett said \$50.00 per day does not seem unreasonable. *C. Chandler moved to charge \$50.00 per day for rental of the Town Hall in addition to proof of an insurance binder for the use of her dance business 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: None

OTHER BUSINESS: None

COMING MEETINGS & EVENTS:

- School Board Meeting, June 12, 2018, 5:30 PM at WVS
- Safety Committee Meeting, June 12, 2018, 9:30 AM at Town Offices
- Town Forest Clean Up, June 16, 2018, 9:00 AM
- Norman Sackett Benefit, June 16, 2018, 6:00 PM at Town Hall

Select Board meeting, June 20, 2018 & July 3, 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 5:40 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 6:00 PM. 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 6:10 PM.


Chairman, Charles Sackett Jr. Selectman, Charles Chandler


Selectwoman, Lesa Romano