

APPROVED

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, May 23, 2018**

CALL TO ORDER:

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

Select Board Members Present: Charles Sackett and Lesa Romano. Charles Chandler was not present.

Staff/Officials Present: Treasurer - Sheila Foote, , Chair Warren School Board - Don Bagley Sr., Chief of Police, John Semertgakis and Fire Chief - Art Heath. Transfer Station/Buildings & Grounds Manager - George Russell and Road Agent – Bobby Cass were not present for the meeting, but both submitted a written report. Office Administrator – vacant position.

Public Present: Donna Hopkins, Janice Sackett, and Austin Albro.

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

SELECT BOARD MANIFEST: *C. Sackett moved approval of the manifest as presented. L. Romano seconded the motion. Vote: Sackett-yes and Romano-yes. The motion passed 2-0.*

APPROVAL OF MINUTES:

L Romano moved approving the 4-23-2018 and 5-9-2018 minutes as amended. C. Sackett seconded the motion. Vote: Sackett-yes and Romano-yes. The motion passed 2-0.

PUBLIC COMMENT:

- a. Don Bagley Sr. stated he would volunteer to purchase the two way radios for the Fire Department as they are needed now. He will submit a bill to the Town for the cost of the radios at a time when funding is more available.
- b. Art Heath asked the Board if the Town Garage was now being used for auto repair. C. Sackett said no, but he would ask B. Cass about it.

MUNICIPAL OFFICERS REPORTS:

TREASURER'S REPORT:

Treasurer, Sheila Foote reported the Checking Account balance is **\$12,221.38**, after tonight's approved manifest of **\$26,868.67**.

The Tax Collections Money Market Account balance is **\$104,739.07**.

The Town of Warren's Money Market Account balance is **\$56,301.86**.

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

The Town of Warren's Housing Improvement Passbook Savings Account balance is **\$3,802.82**.

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

ROAD AGENT REPORT:

Road Agent Bobby Cass was not present for the meeting, but submitted a written report. He reported he has been sweeping the roads and doing cold patching. The sidewalks were swept and edged by Grafton County Corrections. He had multiple FEMA meetings and gave them a tour of the roads.

B. Cass reported next week he will need to purchase a load of cold patch to complete the project. He will also be doing road grading. He stated he would be working on Breezy Point Bridge deck.

TAX COLLECTOR'S REPORT:

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

FIRE DEPARTMENT REPORT: Fire Chief Heath reported a forest fire off of Lime Kiln Road. Other than that, it has been very quiet.

CHIEF OF POLICE REPORT: Chief John Semertgakis reported an online credit card fraud on a resident. It was initiated from Florida. Advised resident on how to avoid online and telephone fraud attempts. Responded to an issue on Stimson Road about a loose dog being aggressive. Another dog complaint on Rt. 25 in Glenclyff. Noise from dogs barking at a residence during the day while owner is not home.

The NH State Police responded to two calls 1) Blue Chevy with 20 day plates as a possible domestic. 2) Burglary in progress on Rt. 118 resulted as a 16 year old girl home alone thought there was a break in. The Chief updated the Board of his training schedule. Issue with a stop of DUI subject thought to have no license, did indeed have valid license, apologized for the inconvenience, and told the driver he could go-there was no problem. The driver became belligerent and said he had no right/cause to stop him. The Chief informed the driver he did have the right to stop him and explained why. He repeated to the driver he could go. He reported the incident to the Board as a FYI.

There was a complaint about the Mountain Mud Run on Lund Lane from a resident that the event lasted so long and the noise was an issue. He stated he felt there was no difference from the fireworks and old home days and the hour it ended was not unreasonable. He informed the Board he had been invited to participate in a charity event in Rumney that he plans to attend and join in with their police department on June 3rd. He has received a court subpoena to appear in court May 30th as a witness in a DCYF case.

Traffic stops 11 Citations issued 2.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT: Manager, George Russell was not present for the meeting, but submitted a written report.

Transfer Station: G. Russell reported the front wall on the new building is complete as well as one of the sliding doors. He will start building the second sliding door within the week.

Buildings & Grounds: G. Russell stated everything will be mowed by May 24th. He thanked Randy Whitcher for helping with the mowing to get caught up. He also thanked Don and Donna Bagley for cleaning the flower beds. The Town is looking nice.

G. Russell reported completed training for himself, Dave Ball, and Stephen Albro on May 15th at DES on the topic: Pay as you throw and recycling.

TOWN ADMINISTRATOR REPORT:

Vacant position. No report.

NEW BUSINESS:

- a. DRA MS-232 – The form MS-232 needs signature from a Board member and then returned to DRA.
- b. Baker River Watershed Bill - The Town was contacted by the Baker River Watershed group, because they had not received the annual dues for water testing. A copy of the bill was provided and the Select Board said it could be paid any time before the end of the year.
- c. Well Loan Application, M. O'Neill – Mr. O'Neill's well loan application had been misplaced, but has been found. S. Foote will transfer funds between accounts to make the funds for the loan available.
- d. Lisa Slade Property – There were some questions on the acreage of Lisa Slade's property. There were documents showing a difference in the amount of acres. The property owner's concerns and documents will be provided to the Assessor to review when he comes to the office on June 6th.
- e. Safety Committee Report – The Safety Committee reported the Town's harassment policy needs to be reviewed and, if necessary, revised.
- f. Municipal Timber Forester (Timber Tax Assessment Form) – Mr. Rick Evans, Timber Appraiser from the Department of Revenue came to the office to provide support for intent and report of cut processes. He provided a Timber Tax Matrix for the town's consideration. He said he noticed that the timber tax in Warren was set at a 50% rate. C. Sackett said yes they are, because we do not have the diverse situations that many other towns do have. Upon Selectman Chandler's return, the timber tax policies will be reviewed.
- g. Town Administrator Position - C. Sackett said the Town will be actively recruiting to fill the Town Administrator position vacated by Judy Tautenhan's departure. Since we plan to take the time to search for the person with the right combination of skills, knowledge, and attributes to fill the position to the Select Board's needs and requirements, the position will be filled now on a temporary basis. Austin Albro, who served in an internship administrative position in the Town Office, has shown an interest in the temporary position. There was a general discussion on duties and responsibilities, of employer and employee expectations, salary ranges, and other pertinent matters.
L. Romano moved to hire Austin Albro for the temporary Town Administrator position, working 32 hours per week with some set hours for the public, until the permanent position is filled and/or at the discretion of the Select Board. Seconded by C. Sackett Voting in favor of the motion were Sackett-yes and Romano-yes. The motion passed 2-0.
- h. Cemetery Deed - C. Sackett moved to sell and deed cemetery lot #79 C, D, and E in the 3rd New Yard of Warren Village Cemetery to Denise Start. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes and Romano-yes. The motion passed 2-0.
- i. Intent to Cut
 - I. #18-465-05-T, Map/Lot 12/31 & 32, Gayle Bemis, Owner; Gordon Coursey, Logger.
- j. Report of Cut
 - I. #17-465-13T, Map/Lot 220/12 & 13, Robert & Sylvia Newton, Owners; Jason Newton, Logger.
 - ii. #17-465-03T, Map/Lot 228/14, Ronald & Mary Whitcher; Owners; Ronald Whitcher, Logger.

OLD BUSINESS:

- a. Beckett School Follow Up – C. Sackett said this will be tabled until C. Chandler returns from vacation.

CORRESPONDENCE: None

OTHER BUSINESS: None

COMING MEETINGS & EVENTS:

Pythian Sisters Yard Sale, May 25 - 26, 2018.
Parks and Recreation Vendor Event, Town Hall, June 2, 2018
Town Assessor at Town Office, June 2, 2018.
Select Board Meeting, June 6, 2018 at the Town Offices, 5:00 PM
Fireworks, Swain Hill Road, June 8 & 9, 2018.
Safety Committee Meeting at Town Office, June 12, 2018, 9:30 AM.

NON-PUBLIC SESSION:

Motion by C. Sackett, 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: Romano-yes and Sackett-yes. The motion passed 2-0.

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

CONCLUSION OF NON-PUBLIC SESSION:

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

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

ADJOURN:

L. Romano 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 and Romano-yes. The motion passed 2-0.

The Board adjourned at 6:05 PM.

Chairman, Charles Sackett Jr.

Selectwoman, Lesa Romano