

## APPROVED

### WARREN BOARD OF SELECTMEN REGULAR MEETING Wednesday, December 5, 2018

#### CALL TO ORDER:

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

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

**Staff/Officials Present:** Town Administrator – Austin Albro, Treasurer - Sheila Foote, Fire Chief - Art Heath, and Chief of Police – John Semertgakis. Road Agent – Bobby Cass and Transfer Station/Buildings & Grounds Manager - George Russell submitted a written report for the Board.

**Public Present:** Kellie Pinon, Sandra Donahue, Don Bagley, Pat Wilson, Alana Baranoski, and David Baranoski and Elaine Feletra

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

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

**APPROVAL OF MINUTES:** *L. Romano moved approval of the 11-21-2018 minutes. C. Sackett seconded the motion. Vote: Sackett-yes and Romano-yes. The motion passed 2-0-0.*

#### PUBLIC COMMENT:

a. There was a discussion regarding the proposed wireless communication tower off of Beech Hill Road. Administrator Albro distributed a copy of the letter received by A. D. Klumb Environmental, LLC, as well as, information regarding the NEPA process and FirstNet program to the residents. C. Sackett indicated that there would not be a detailed discussion until Selectman Chandler returned and the Administrator has an opportunity to do more research. Pat Wilson referenced the 2003 Warren Master Plan which stated an objective was to “manage the placement and appearance of communication towers”. Administrator Albro stated he will continue to utilize the NHMA legal inquiry team to determine the Town’s role, if any.

b. Selectman Sackett expressed both remorse and gratitude regarding the recent structure fire in Warren. Fire Chief Arthur Heath thanked Road Agent Bobby Cass for going above and beyond the night of the structure fire. The Road Agent ensured safe travel to the scene for emergency vehicles. Chief Heath also stated that the mutual aid system works well.

#### ROAD AGENT REPORT:

Road Agent Bobby Cass submitted a written report. He stated the Baker River project has started and D.E.S. was satisfied with the work to this point. Winter sand was delivered prior to the close of Warren & Sand Gravel for the season. Road Agent Bobby Cass stated he was not having issues with any of the plow trucks and is continuing to do regular maintenance on the equipment.

#### TREASURER’S REPORT:

Treasurer, Sheila Foote reported the Town of Warren Operating Account balance is **\$344,941.84** after tonight's approved manifest of **\$344,616.25**. The reconciliation reports were provided for the Select Board's review.

The Tax Collections Account balance is **\$73,222.23**. The reconciliation reports were provided for the Select Board's review.

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

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

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

**FIRE DEPARTMENT REPORT:** Fire Chief Heath reported of a structure fire in Glenciff. He also reported that Engine 1 has been sent to CAT for additional repairs.

**CHIEF OF POLICE REPORT:** Chief John Semertgakis reported a civil standby on 11/19. There were 2 disabled vehicles reported on 11/21, one on NH Rt. 118 and the other on Mountain Meadow Road. Also on 11/21 there was a motor vehicle collision on Lake Tarleton Road, 2 vehicles, no injuries. On 11/24 there was a restraining order served and a complaint of speeding on Robb's Lane.

On Monday 11/26 there was an untimely death on NH Rt. 25. On Wednesday 11/28 there was a motor vehicle accident involving a deer, there were no injuries and minor damage. On 12/1 there was a complaint of 2 loose dogs which were transported to the Humane Society. On 12/2 there was a structure fire on NH Rt. 25 in Glenciff.

Traffic Stops: 24, Citations Issued: 2

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

Transfer Station: Manager, George Russell reported more electrical work was done on the baler but there is still another part needed before operation. Total revenue for the aluminum cans was \$435.36. Lastly, the Highway Department is burning the brush pile.

Buildings & Grounds: A tree beside the library, next to Mr. Newton's had split to the base and has been removed. The remaining pipe work for the fiber optic cable for the Fire Department is complete. Manager George Russell continues to help Road Agent Bobby Cass with snowplowing

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

- a. Austin Albro, Town Administrator reported that the year-end deadline for DRA has been met ahead of schedule.
- b. Administrator Albro will meet with property owners on Saturday morning and continue to ensure resident satisfaction regarding the Baker River Berm Removal project. As Road Agent Bobby Cass mentioned, D.E.S is satisfied with the work to this point.

**No other departments were represented at the meeting**

#### **NEW BUSINESS:**

a. Plymouth Planning Board Request: The Town of Plymouth has requested input from abutting town's regarding the development of Market Basket along Tenney Mountain Highway. While Warren is not an abutting town, Administrator Albro became aware of this through an article in the Plymouth Enterprise and suggested that the Board of Selectmen send a letter in support of the development. C. Sackett and L. Romano thought this was a good idea and authorized the administrator to draft a letter.

**OLD BUSINESS:**

- a. *HEB Engineers, H&H Studies: Ore Hill & Week's Crossing – C. Sackett moved to pay HEB Engineers a total of \$6,550 for the H&H studies. Reporting to D.E.S. will be done by Administrator Albro. L. Romano seconded the motion. Vote: Romano-yes and Sackett-yes. The motion passed 2-0-0.*
- b. Baker River Berm Removal Project – See Town Administrator Report
- c. John Dunster, Revision Energy – Mr. Dunster will visit on December 19 to discuss solar energy solutions for Warren.

**CORRESPONDENCE:** None

**UPCOMING MEETINGS & EVENTS**

December 6, 2018, 6:30 @ WVS – Holiday Concert  
December 10, 2018, 10:00 @ Town Hall – Week's Crossing Dam  
December 10, 2018, 1:00 @ WVS – Newly Elected Officials, Meet & Greet  
December 11, 2018, 10:00 @ Lincoln, NH – Pemigewasset Watershed Meeting (FEMA)  
December 19, 2018, 5:00 @ Town Office – Selectmen's Meeting

**NON-PUBLIC SESSION:**

*Motion by L. Romano, seconded by C. Sackett 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 2-0-0.*

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 2-0-0. 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 2-0-0.*

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

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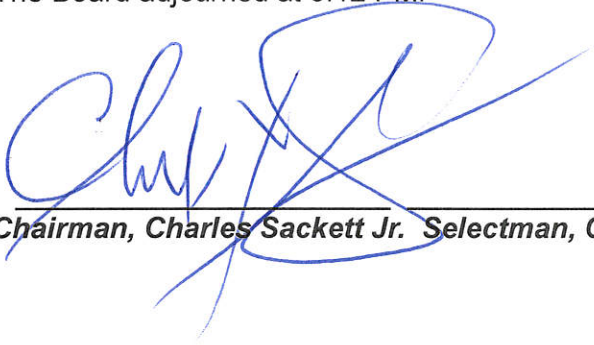
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The Board ended the non-public session at 6:12 PM.

**ADJOURN:**

*C. Sackett moved the adjournment of the regular meeting of the Select Board. The motion was seconded by L. Romano. Voting in favor of the motion were Sackett-yes and Romano-yes. The motion passed 2-0-0.*

The Board adjourned at 6:12 PM.

A large, stylized handwritten signature in blue ink, likely belonging to Charles Sackett Jr., written over a horizontal line.

**Chairman, Charles Sackett Jr.**

A handwritten signature in blue ink, likely belonging to Charles Chandler, written over a horizontal line.

**Selectman, Charles Chandler**

**Selectwoman, Lesa Romano**