

## **APPROVED**

### **WARREN BOARD OF SELECTMEN REGULAR MEETING Wednesday, January 16, 2019**

#### **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:** Town Administrator – Austin Albro, Treasurer - Sheila Foote, Road Agent- Bobby Cass, Fire Chief - Art Heath, Chief of Police – John Semertgakis, and Deputy Fire Chief and Chair WVSB - Don Bagley Sr.. Transfer Station/Buildings & Grounds Manager - George Russell was not at the meeting, but provided a written report.

**Public Present:** Donna Hopkins, and Kellie Pinon.

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

**SELECT BOARD MANIFEST:** C. Chandler had a question on one item and A. Albro gave a satisfactory response. *C. Chandler moved approval of the manifest as presented. L. Romano seconded the motion. Vote: Sackett-yes, Chandler -yes and Romano-yes. The motion passed 3-0-0.*

**APPROVAL OF MINUTES:** *C. Chandler moved approval of the 1-02-2019 minutes. L. Romano seconded the motion. Vote: Chandler -yes, Sackett-yes, and Romano-yes. The motion passed 3-0 0.*

#### **PUBLIC COMMENT:**

- a. Kellie Pinon asked the Board what she could do about neighbors making excessive noise. C. Sackett said the town currently has no noise ordinance. The Town follows state laws
- b. Don Bagley Sr. confirmed the Town/School Joint Budget Meeting on February 12, 2019 with the Town's portion scheduled first at 7:00 PM. The regular School Board meeting is scheduled for 6:00 PM. Both meetings will be held in the school gymnasium.
- c. Don Bagley Sr. brought up the selection of the dedication for the town report. He recommended Sandra Hair, stating that she was a dedicated officer, member, and volunteer of many Town offices, groups, and activities. The Board members all agreed, as well as, meeting attendees, that Sandra Hair was a great choice.

d. Don Bagley Sr. asked about the pictures for the cover of the town report. He volunteered to review pictures at the historical society.

e. A. Albro stated that the Board has agreed to approve the \$1000 donation to the 8<sup>th</sup> grade for their school trip for this year as a onetime expenditure.

#### **ROAD AGENT:**

Road Agent Bobby Cass stated the big truck needs to have the motor re-built, the labor and parts are covered under warranty. He has no idea, when the repairs will be completed. The no parking signs on Beech Hill Road have not been taken down yet. B. Cass is dealing with the usual winter issues. Plowing and sanding the roads as needed. He is keeping the garage filled with sand and salt.

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

Treasurer, Sheila Foote reported the Town of Warren Operating Account balance is **\$601,489.43** after tonight's approved manifest total of **\$42,192.69**. The December reconciliation report was provided for the Select Board's review.

The Tax Collections Account balance is **\$124,233.62**. The December reconciliation report was provided for the Select Board's review.

*C. Chandler moved to accept and approve the Treasurer's report. Seconded by L. Romano . 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 there was a chimney (stove pipe) fire on Beech Hill Road. He said other than that it was a quiet. Everything is in place and ready to go for the placement of the communication tower.

#### **CHIEF OF POLICE REPORT:**

Chief John Semertgakis reported he conducted an interview on 1/2/2019 with a juvenile at the Beckett School, regarding sexual assault allegations. He determined t

he allegations were false. He served a no trespass order on Breezy Point Road. On 1/04/2019, there was a motor vehicle complaint on Weeks Road. There was a domestic disturbance on Rt 25 on 1/04/2019.

On 1/07/2019, the Chief performed a VIN Verification on Studio Road. On 1/08/2019, he assisted a resident with a motor vehicle lock-out on Lund Lane. Conducted a Child Advocacy Center interview in Littleton for a sexual assault of a minor, on 1/08/2019. The Chief served a Restraining Order on Lake Tarlton Lake Road on 1/09/2019. Motor

vehicle complaint on Weeks Road about a parking issue on 1/12/2019. Performed a welfare check on WWAS crew that was not responding to Lakes Region dispatch; no issue on 1/13 /2019.

Traffic Stops: 22, Citations Issued: 3

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

The Manager, George Russell provided a written reported to the Board.

Transfer Station: The motor for the baler was sent out for repair. Electronics, televisions, etc. were sent out for disposal.

Buildings & Grounds: G. Russell reported he is still helping with snow plowing. New electric panel is complete. The new generator is on line now.

### **TOWN ADMINISTRATOR:**

- a. Austin Albro stated he had completed the quarterly report from FEMA.
- b. Austin Albro said the Town Report is coming along very well.
- c. Administrator Albro reminded everyone the Joint Budget Hearing is scheduled for Tuesday, February 12, 2019. The regular School Board meeting will start at 6:00 PM.
- d. February 27, 2019 the Tax Assessor will be in to review LUCT and CU issues.

### **NEW BUSINESS:**

- a. Appointed Positions:

- i. E911 Coordinator - Don Bagley Sr.

*L. Romano moved to appoint Don Bagley Sr. as the E911 Coordinator for the Town of Warren. Seconded by C. Chandler . Voting in favor of the motion were Sackett-yes. Chandler-yes and Romano-yes. The motion passed 3-0-0.*

- ii Emergency Management Coordinator - Janice Sackett

*L. Romano moved to appoint Janice Sackett as the Emergency Management Coordinator for the Town of Warren. Seconded by C. Chandler. Voting in favor of the motion were Sackett-yes. Chandler-yes and Romano-yes. The motion passed 3-0-0.*

- iii. Health Officer - Christine Johnson

*L. Romano moved to appoint Christine Johnson as the Health Officer for the Town of Warren. Seconded by C. Chandler . Voting in favor of the motion were Sackett-yes. Chandler-yes and Romano-yes. The motion passed 3-0-0.*

- b. Town Report Cover & Dedication: See Public Comments.

### **OLD BUSINESS:**

None

## **OTHER BUSINESS:**

**CORRESPONDENCE:** None

## **UPCOMING MEETINGS & EVENTS**

Wednesday, January 30, 2019, Select Board Meeting, 5:00 PM @ Town Office

Wednesday, February 6, 2019, Select Board Meeting, 5:00 PM @ Town Office

Tuesday, February 12, 2019, Joint Budget Hearing, Select Board & School Board 7:00 PM @ School Cafeteria.

## **NON-PUBLIC SESSION #1:**

*Motion by L. Romano, seconded by C. Chandler 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 and Sackett-yes. The motion passed 3-0-0.*

The Board entered into a non-public session at 5:40 PM.

## **CONCLUSION OF NON-PUBLIC SESSION #1:**

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

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

## **NON-PUBLIC SESSION #2:**

*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: Romano-yes, Chandler-yes and Sackett-yes. The motion passed 3-0-0.*

The Board entered into a non-public session at 6:05 PM.

## **CONCLUSION OF NON-PUBLIC SESSION #2:**

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

*Romano- yes. The motion passed 3-0-0.*

The Board ended the non-public session at 6:10 PM.

**ADJOURN:**

*C. Chandler 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; Chandler-yes, and Romano-yes. The motion passed 3-0-0.*

The Board adjourned at 6:12 PM.



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Chairman, Charles Sackett Jr.    Selectman, Charles Chandler    Selectwoman, Lesa Romano