

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, September 25, 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, and Fire Chief - Art Heath. Chief of Police – John Semertgakis. Road Agent- Bobby Cass and Transfer Station/Buildings & Grounds Manager - George Russell were not at the meeting, but provided written reports.

**Public Present:** Donna Hopkins, Merv Newton, and Shirley McCartin. In addition, four representatives from the White Mountain National Forest: Brooke Brown, Brett Holman, Scott Hall and Tom Giks.

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

**SELECT BOARD MANIFEST:** C. Chandler asked why the Fire Department went out of state for certification service. Chief Heath stated there is no available service within state. *C. Chandler moved approval of the manifest. 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 to approve the 8-28-2019 and 9-11-2019 minutes as presented. L. Romano seconded the motion. Vote: Chandler -yes, Sackett-yes, and Romano-yes. The motion passed 3-0 0.*

**PUBLIC COMMENT:**

a. Brooke Brown, the District Ranger for WMNF introduced the other rangers with her and stated they are visiting all towns in the area who are within the area or may have interest in the Integrated Resource Project of the Lake Tarleton Area. She said they are in the planning stage and looking for comments from interested parties. Scott Hall said at this time they are looking at the environmental and human effects. As the project progresses, there will be opportunity for additional public comment, that will be considered during the planning. Discussion ensued regarding the Integrated Resource Project. The Rangers identified some concerns with the unofficial boat launch at Lake Katherine. C. Sackett asked if would be fixed or replaced. The Rangers were made aware of the old boat launch and indicated that they were unsure of the plan to address erosion at the current boat launch but did not intend to stop recreation from taking place. D. Bagley commented that there are 2 cemeteries within the project

boundaries. C. Chandler identified concerns from residents regarding the re-opening of North/South Road. District Ranger Brown responded by next spring.

b. Merv Newton said he is concerned with the library operations. C. Chandler opined it was agreed upon by the Board and the Library that the internal working of the Library will be the responsibility of the Library staff and Trustees and any external operations will be the responsibility of the Board of Selectmen.

c. Don Bagley Sr. said the middle road to the cemetery has been closed since the flood. The problem was that the culverts needed to be replaced. The Highway Department had the culverts on hand to complete the repairs. The project was complete by an independent contractor. There was a brief discussion regarding budgeting for future repairs.

d. Don Bagley Sr. asked what is the status on the paving project? C. Chandler said the contract was signed in May and work is anticipated to be done by the end of October.

e. Don Bagley Sr. asked about the telephone pole in the middle of the Town Office parking lot.

f. There was a discussion about moving the Select Board Meeting to the Town Hall to accommodate a larger seating capacity for visitors, residents, and Town employees. The members of the Selectboard expressed concerns about the Town Administrator having to retrieve a file or gather data from the Town Office during a meeting. C. Chandler said he is not in favor of it, but is willing to try it.

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

Treasurer, Sheila Foote reported the Town of Warren Operating Account balance is **\$503,550.07** after tonight's approved manifest total of \$14,900.70.

The Tax Collections Account balance is **\$207,859.35**.

*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.*

#### **ROAD AGENT:**

Road Agent Bobby Cass provided the Select Board a written report stating, he has been cold patching some holes on Batchelder Brook Road. Graded Beech Hill Road and Mt. Meadow Road. Putting up winter sand in spare time. Preparing to hook up the wing on the grader. He stated he is still waiting for R&D paving company.

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

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

**FIRE DEPARTMENT:**

Fire Chief, Art Heath said this has been a very quiet period.

**CHIEF OF POLICE REPORT:**

Chief John Semertgakis was not at the meeting but provided the Select Board a written report. Animal complaint, Lake Tarleton Road; lost dog found in Piermont, returned to owner. Missing person, Rt. 25; found and transported to Campton. Truancy issue, WVS. VIN verification, Lake Tarleton Road. Wellness check, Rt.118, subject located the next day, had left town.

Arrest on a warrant out of Grafton County Sheriff's Office. Animal Complaint, Lake Tarleton Road; report of loose dog, could not locate. Five (5) subpoenas served served for Grafton County Attorney's office. Arrest on a warrant out of Haverhill PD. Theft, Libby Lane, report of theft by person staying at the home, investigating.

Motor vehicle stops    25    Citations issued    3

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

The Manager, George Russell was not present at the meeting, but provided the Select Board a written report.

Transfer Station: G. Russell reported they baled cardboard, plastic and aluminum cans last week. There will be another tire clean up special for the month of October.

Buildings & Grounds: G. Russell reported he had put in a request to the Select Board to move the Select Board meetings to the Town Hall for a trial basis. If it works out, the meeting room could become an office for the police chief and for the Supervisors of the Checklist and Trustees of the Trust Funds.

He has been assisting the library in preparation for their new stairs. Lumber for the salt shed should be ready the first of the week. October 2<sup>nd</sup> he will be at the Willing Workers Hall to put tarp on the roof. He put in a new desk for the treasurer.

**TOWN ADMINISTRATOR:**

- a. He will be attending a finance and budget workshop in Lincoln, NH.
- b. He is working on the information needed by DRA to set the new tax rate by mid-October.
- c. He stated he is working out the IT issues. The Town Clerk is online securely with the state portal.
- a. We have a new intern, Drew Donahue, from Woodsville High School, who will be working about six to eight hours a week. The projects he will be working on are promoting the Fall Festival, compiling Town Report documents and requests, and updating the Transfer Station operator's manual.

**NEW BUSINESS:**

a. Fall Festival – Helicopter Permission for DOT for October 18 & 19. *C. Chandler moved to approve and sign the permission request. Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes, and Romano-yes. The motion passed 3-0-0. It was signed by Chairman Sackett.*

b. The Board of Selectmen gave permission for Snowmobile Club to use town portion of Corridor 5.

**OLD BUSINESS:** None

**OTHER BUSINESS:** None

**CORRESPONDENCE:** None

**UPCOMING MEETINGS & EVENTS**

Saturday, October 12, 2019, Make an Offer Sale, Town Hall

Saturday & Sunday, October 12 & 13, Town Wide Yard Sale

Monday, October 14, 2019, Willing Workers Meeting, 6:00 PM @ WWH Glenclyff

Saturday, October 18 & 19, 2019, Fall Harvest Festival, Warren Common

Wednesday, October 23, 2019, Select Board Meeting, 5:00 PM @ Town Office

**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 6:15 PM.



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