

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 20, 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, Fire Chief - Art Heath, Chief of Police – John Semertgakis, and Deputy Fire Chief and Chair WWSB - Don Bagley Sr. Road Agent- Bobby Cass, Transfer Station/Buildings & Grounds Manager - George Russell were not at the meeting, but all provided a written report.

Public Present: Shirley McCartin, Donna Hopkins, and Merv Newton.

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

SELECT BOARD MANIFEST: *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 11-22-2019 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. Don Bagley Sr. stated the roads going into the cemeteries will be closed for the season.
- b. There was discussion regarding whether the position of Road Agent was going to be changed from an elected position to an appointed position. C. Chandler said it is an option being considered.

TREASURER'S REPORT:

Treasurer, Sheila Foote reported the Town of Warren Operating Account balance is \$230,923.09 after tonight's approved manifest total of \$57,798.62. The October Reconciliation Report was presented to the Board for their review.

The Tax Collections Account balance is **\$213,423.11**. The October Reconciliation Report was presented to the Board for their review.

Mrs. Foote stated there are sufficient funds to pay the County Tax Bill and the remaining obligatory payments on the next manifest on December 4th.

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 a written report stating he has been chasing snow and freezing rain. There is a report of more snow on its way for Thanksgiving weekend. He stated he has been working on the grader wing set-up. He has been doing some cold patching work. He cleaned up dirt and fill at the Transfer Station. He said it is too late in the season to do the shoulder work on Batchelder Brook Road, it should wait until spring.

TAX COLLECTOR'S REPORT:

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

FIRE DEPARTMENT:

Fire Chief, Art Heath reported they had an illegal outside fire and the resident was told to put it out. There were two reports of tree limbs on wires on Weeks Road and Beech Hill Road. There was a motor vehicle accident on Beech Hill Road and the department responded to an assist call from Haverhill Fire Department. They also had two chimney fire calls.

CHIEF OF POLICE:

Chief of Police, John Semertgakis reported a 911 hang-up; it was a miss-dial. There was a shoplifting/theft; AppleKnockers Store; report of theft at store, caught on video, working with Canaan Police Department to conduct interviews of possible persons of interest. Paperwork service, Weeks Road; delivered in hand. Chimney fire, Clifford Brook Road.

Animal issue Rt. 25; dog struck by vehicle on Rt. 25; not injured. VIN verification

on Lake Tarleton Road. Community policing; resident requesting I speak with another resident about inappropriate behavior.

Stops: 19 Citations Issued: 2

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

The Transfer Station and Buildings & Grounds Manager, George Russell, provided the Select Board a written report.

Transfer Station: Mr. Russell reported he baled three bales last week. He will be shipping out aluminum cans and scrap metal this week.

Buildings & Grounds: Mr. Russell reported he is still working on the salt shed as weather permits. He is helping with snow plowing and sanding as needed. He oiled and set the time on the Town Clock.

TOWN ADMINISTRATOR:

a. Austin Albro said he met with Paul Hatch last week regarding reimbursement for FEMA Project #43023. He said he would be meeting with Janice Sackett and Bob Cass in early December to complete request. Money is already obligated by FEMA and is with State NH. It includes two mitigation projects: Breezy Point Bridge Abutment and Studio Road/Batchelder Brook stream channel bank reinforcement. The project must be completed by January 2021.

b. Austin Albro reported that meetings with local business owners and the UNH Cooperative Extension who worked with us on a project called First Impressions, were completed. They are compiling the data into a report for review in December.

c. Administrator Albro stated he had attended the NHMA Annual Conference on Wednesday, November 13th.

NEW BUSINESS:

a. Intent to Cut – Owner: Robert Leilauskas; Logger: Jordan King
Map/Lot 251/004

b. Meeting Date - Mr. Albro said our first meeting date in January will be on January 1st. He suggested moving it to December 30th. The Board agreed. C. Chandler mentioned he would be unavailable for the December 4th meeting.

c. Upcoming School Payment - Treasurer, Sheila Foote provided the Board

with a breakdown of the Town's annual payments to the Warren Village School in two options. There was discussion of pros and cons of each option. The Board decided on option #1. The payments will be \$104,028.81 through June 2020.

d. Budget Review Timeline – All proposed *department budgets have been* submitted to the Administrator. The department budget reviews will be on the following dates **12/4, 12/18, 12/30, and 1/15**. January 28th is the last day to post the budget for the February 4th, Town and School Board Budget Hearings.

OLD BUSINESS: None

CORRESPONDENCE: Nothing requiring action.

UPCOMING MEETINGS & EVENTS

Wednesday, December 4, 2019, Select Board Meeting, 5:00 PM @ Town Ofc
Tuesday, December 10, 2019, WWSB Meeting, 6:00 PM @ School Library
Wednesday, December 18, 2019, Select Board Meeting, 5:00 PM @ Town Ofc
Monday, December 30, 2019, Select Board Meeting, 5:00 PM @ Town Ofc
Monday, January 6, 2019, Willing Worker's Meeting, 6:00 PM @ Dickson
Tuesday, January 14, 2019, WWSB Meeting, 6:00 PM @ School Library
Wednesday, January 15, 2019, Select Board Meeting, 5:00 PM @ Town Ofc

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 and Sackett-yes. The motion passed 3-0-0.

The Board entered into a non-public session at 5:30 PM.

CONCLUSION NON-PUBLIC SESSION:

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 5:50 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 6:25 PM.



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