

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 6, 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, Chairman of the WVS Board, Donald Bagley Sr. and Chief of Police – John Semertgakis. Transfer Station/Buildings & Grounds Manager - George Russell was not at the meeting, but provided a written report. Fire Chief - Art Heath arrived after the meeting had adjourned but was excused.

Public Present: Donna Hopkins and Shirley McCartin.

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

SELECT BOARD MANIFEST: C. Chandler stated he had asked the Road Agent, Bobby Cass to be at the meeting tonight because the payment for the paving job is on tonight's manifest. C. Chandler asked Mr. Cass if he was he satisfied with the work. Mr. Cass stated yes he was satisfied. *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 10-23-2019 minutes as amended. L. Romano seconded the motion. Vote: Chandler - yes, Sackett- yes, and Romano - yes. The motion passed 3-0 0.*

PUBLIC COMMENT:

- a. Donald Bagley Sr. reported SAU 23 and WWSB will start the budget process next week.
- b. Donald Bagley Sr. said WVS has received one-time gift aid from the State of NH. Before we use any of the funds, we are clarifying with the State if there are any restrictions on how the funds may be used.
- c. Donald Bagley Sr. reported all the brush at the Breezy Point Cemetery had been cut and any toppled grave stones have been set back up.

ROAD AGENT:

Road Agent Bobby Cass gave his report. He asked the Board what they wanted to do with one ton truck. C. Chandler asked Mr. Cass if he had any idea about cost and what is the age of the truck. Mr. Cass responded the truck was purchased in 2007, He also mentioned the truck has wear and tear issues and that the frame had been repaired. He will research the cost of a replacement truck and report to the Board. He will be working on the holes in Lund Lane.

TREASURER'S REPORT:

Treasurer, Sheila Foote reported the Town of Warren Operating Account balance is **\$253,992.78** after tonight's approved manifest total of \$386,064.94..

The Tax Collections Account balance is **\$210,385.89**.

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.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported a Domestic Incident, Gould Hill Road; a no trespass order served. There was a Domestic Incident on Pine Hill Road. Disabled Motor Vehicle, Beach Hill Road; removed by owner.

Motor Vehicle collision, Beach Hill Road; single vehicle roll-over just before the Wentworth town line, minor injuries. 911 Hang-up, Studio Road; verbal altercation, parties were separated. Halloween – rescheduled from Thursday to Saturday because of forecast of adverse weather conditions, good turnout on Saturday.

The Chief reported the cruiser was going in for an oil change and change over to winter tires. They will also be placing bars in the rear windows.

Motor vehicle stops 24 Citations issued 4

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 the electronics have been shipped out. He said we took in 257 tires during the promotion. G. Russell stated they are cleaning up the area, preparing for winter. He said the free table has been removed for the winter. Please do not bring free items until spring.

Buildings & Grounds: G. Russell stated he gave out a revised specification sheet for the bathroom in the Town Offices to two contractors and is waiting for two more quotes. The last delivery for framing the salt shed was received and he will begin putting up rafter this coming week. G. Russell said he would set the clock back by the end of the week.

TOWN ADMINISTRATOR:

- a. Austin Albro reported he has been working on minor updates to the Town website with Drew Donahue, Woodsville High School intern.
- b. Austin Albro announced the FEMA appeal has been submitted with the State's support.
- c. Austin Albro said the preliminary tax rate has arrived from DRA. Without use of any unreserved fund balance, the tax rate has gone up from last year's rate of \$23.11 to \$25.82.

NEW BUSINESS:

- a. Preliminary Tax Rate – Town Administrator Austin Albro reported that he had spoken with Jamie Dow, NH DRA advisor regarding the increased preliminary tax rate. He presented the Board of Selectmen with a worksheet that showed many options for consideration and advised that the State recommends retaining a fund balance between 5% and 17%. Jamie Dow suggests retaining about 10% of the unassigned fund balance. This will allow the Board of Selectmen to reduce the tax rate to less than \$24.00. *C. Chandler moved to approve use of \$170,000 from the unassigned fund balance to reduce tax rate for the Town of Warren. Seconded by L. Romano. Voting in favor of the motion were Sackett - yes, Chandler - yes and Romano - yes. The motion passed 3-0-0.*
- b. The DRA Equalization Information Packet was completed by the Town Assessor Richard Dorsett for signature from the Board of Selectmen.

OLD BUSINESS:

- a. Weeks Road Obstruction – The problem has been continued blockage of the travel way on Weeks Road by an abutting land owner. B. Cass stated that according to Town Records the right of way is twenty five feet from the middle of the road. It is apparent that the land owner is clearly encroaching well into the established and traveled right of way. It is a potential hazard and safety issue especially during the upcoming winter months. *C. Chandler moved the Select Board address the encroachment issue on behalf of the Town of Warren and advise the land owner that all personal property shall be removed by end of business on November 21, 2019. At that time it will be removed at the owner's expense. 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. C. Chandler instructed Mr. Albro to mail the notice and provide Chief Semertgakis a copy for delivery.*

CORRESPONDENCE: A letter from the Town's insurance company, stating the Town

is not liable for the cracks in the foundation of house on Beech Hill, that were allegedly caused by the Beech Hill paving project.

UPCOMING MEETINGS & EVENTS

Wednesday, November 20, 2019, Select Board Meeting, 5:00 PM @ Town Office

Thursday, November 21, 2019, WMNF Lake Tarleton Project Open House, 4-6 PM,
at the Warren Town Hall.

Monday, December 2, 2019, Willing Workers Meeting, 6:00 PM, Dickson home

Wednesday, December 4, 2019, Select Board Meeting, 5:00 PM @ Town Office

Tuesday, December 10, 2019, WVS Board Meeting, 6:00 PM @ School Library

Christmas Village @ Town Hall, December 13-15 & 20-22; Fri-Sun 3:30 – 8:30 PM

Wednesday, December 18, 2019, Select Board Meeting, 5:00 PM @ Town Office

NON-PUBLIC SESSION: None

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 5:45 PM.



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