

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, December 18, 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, Chairman of the WVS Board, Donald Bagley Sr., Fire Chief - Art Heath and Chief of Police – John Semertgakis, Treasurer - Sheila Foote. Road Agent- Bobby Cass and Transfer Station/Buildings & Grounds Manager - George Russell were not at the meeting, but provided written reports.

Public Present: Shirley McCartin and Victoria Saucier.

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

SELECT BOARD MANIFEST: There were no questions after the Board's review of the 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: Review and Approval of the December 3, 2019 minutes was tabled until the December 30th.

PUBLIC COMMENT:

a. Don Bagley Sr., Chairman of the Warren School Board reported that as of today, it looks as if the upcoming school budget was approximately \$22,000 less than the prior year's budget, although it may change between now and the budget hearing.

ROAD AGENT:

Road Agent Bobby Cass submitted a written report. He reported that he has been plowing and sanding as needed for snow and freezing rain. He is still working on the grader wing and it should be complete next week. He has been doing odds and ends around the shop. Lastly, he reported that the brakes were lost on the F550 on 12/14 and is waiting on replacement parts to come directly from Ford.

TREASURER'S REPORT:

Treasurer, Sheila Foote's written report states the Town of Warren Operating Account balance is **\$669,222.24** after tonight's approved manifest total of \$16,005.44. The November reconciliation report was provided for the Board's review.

The Tax Collections Account balance is **\$217,822.11**. The November reconciliation

report was provided for the Board's review.

C. Chandler recognized Sheila for the clarity of her reports and *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 written report to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath provided an oral report of the Board's activity over the last two weeks.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported a juvenile/truancy at WVS, child at bus stop, didn't show up for school, father brought him to school late. Domestic disturbance, Station Rd. Glenclyff; incident pertaining to child custody, charges pending. Mutual Aid, Rte. 25; locate a person of interest living in Warren for an assault case out of Plymouth PD. 911 Hang-Up on Rte. 25; no emergency. Welfare Check, Rte 25; caller asking for welfare check on his children living with mother, no issues. Road Hazard, Breezy Point; report of a tree down, wires, down, NHEC called. Vandalism, Rte. 25; report of Warren Historical Society sign on Rte. 25 being struck by a vehicle. May have been a white colored, pick-up.

Motor Vehicle Stops 18 Citations Issued 2

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 that the motor went on the trash compactor – sent it out for rebuild. Compactor is working properly now. Thank you to Don Bagley for delivering and picking up the motor. 5 bales of aluminum cans were shipped out. Been working on another bale of plastic and have completed another cardboard bale.

Buildings & Grounds: G. Russell stated he has been helping with plowing and sanding as needed. He is ready to install the rafters on the salt shed. He reported that he would like to award the Graves Builders the contract for the bathroom remodel and hopes to encumber the remainder of his Building & Grounds budget to cover the difference between the bid and budget approved at Town Meeting.

The Board of Selectmen indicated that they would like to wait to discuss awarding the contract for the bathroom remodel at the December 30, Selectmen meeting.

TOWN ADMINISTRATOR:

- a. Austin Albro reported that the auditor will be in the office on January 9, to assist with any year end questions, as well as gather audit materials for 2019.
- b. Austin Albro will be meeting with B. Cass and Janice Sackett to discuss request reimbursements for projects from the 2017 storms.
- c. Austin Albro said he has been working on additional pieces of Town Budget, which will be covered under new business.

NEW BUSINESS:

- a. Intent to Cut – Owner: HKL Family Trust, Logger: Alan Dimond for Map 217/Lot 018 was presented for the Board's review. The intent was signed on 12/11/2019.
- b. Intent to Cut – Owner: Daniel Clark, Logger: Daniel Clark for Map 245/ Lot 017 was presented and signed by the Board of Selectmen.

b. Budget Review

- i. Sanitation: \$1,865 increase
- ii. Highways and Streets: \$29,899 decrease

There was general discussion on the budget as presented. Chairman Sackett asked the administrator to explain the increase in the Sanitation budget, as well as, what the decrease in Highways and Streets.

Administrator Albro explained that he and Transfer Station Manager George Russell carefully and meticulously reviewed the proposed sanitation budget. The Administrator reminded the Board that his goal was to cut the budget where able while not cutting any services or resources available to the public. He explained that the budget for trucking costs for solid waste has increased \$2,310 over the previous year. C. Chandler questioned a few minor changes to line item titles, which were added to provide additional clarity. The Administrator informed the Board that the proposed Sanitation budget was only up \$1,865 despite the increased trucking expense and thanked George Russell for his attention to detail and thoroughly reviewed budget.

The Administrator moved on to discuss the Highways and Streets budget which was presented as \$29,899 less than 2019. The only significant increase was Mowing and Tree removal, which was increased to \$4,000 to account for additional mowing necessary in 2020. A. Albro explained the overall decrease was primarily due to the end of the lease for the backhoe, which was completed earlier in 2019 and the Big Truck which will be paid off in September, 2020. There were also cuts made based on actual expenses over the last 3 years. There were minor cuts to the line items for shop supplies and equipment, winter sand, as well as, sand, gravel, stone, cold patch.

The Board of Selectmen acknowledged the need for replacement of the F550 and suggested the Road Agent and Administrator get a reasonable estimate for replacement. The Board questioned the line item increase for subcontracted work. After a brief discussion, the subcontracted wages was reduced back to the 2019 budgeted amount of \$3000. The Board also discussed the Road Agent Salary line, which after discussion, was reduced back to the 2018 budgeted amount of \$39,520. The Board of Selectmen approved the proposed budgets after those changes.

OLD BUSINESS:

- i. Bathroom Renovation – There was some discussion regarding the Town Office Bathroom renovation project under the Buildings and Ground report. The Board will discuss further at the December 30, 2019 meeting.
- ii. Victoria Saucier submitted a letter for the Board's review, regarding the Town's attempt to pass RSA 72:80-72:83, allowing the Town to provide a tax exemption on commercial/industrial properties. The Town voted overwhelmingly to approve the Warrant Article in 2018 and again in 2019 but was disallowed by NH Department of Revenue for technical errors. There was a brief discussion regarding eligibility requirements and application procedures. The Board of Selectmen indicated that the intent of the Town's Warrant Article was to help small businesses that are established and growing in Warren and shared that it was their intention to do so. C. Sackett believed that despite being disallowed by DRA, there may be a way to help the business owners for the current year. The Administrator indicated that is correct and he had worked with the assessor and DRA earlier in the year, however there was no increase in assessed value from 2019 to 2018 for the potential applicant. There was further discussing regarding the exemption on commercial/industrial properties and the Administrator will follow up with the Assessor who is due to be back in town in January.

CORRESPONDENCE: There were some thank you notes from non-profit organizations for our 2019 budgeted appropriations.

UPCOMING MEETINGS & EVENTS

Monday, December 30, 2019, Select Board Meeting, 5:00 PM @ Town Office

Tuesday, January 14, 2020, WVS Board Meeting, 6:00 PM @ School Library

Wednesday, January 15, 2020, Select Board Meeting, 5:00 PM @ Town Office

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 5:45 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

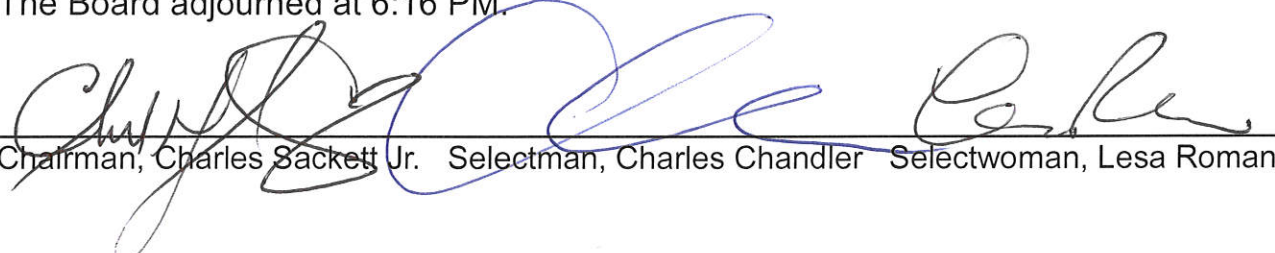
Romano- yes. The motion passed 3-0-0.

The Board ended the non-public session at 6:15 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 6:16 PM.



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