

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Tuesday, December 3, 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, Transfer Station/Buildings & Grounds Manager - George Russell were not at the meeting, but all provided a written report.

**Public Present:** Shirley McCartin.

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

**SELECT BOARD MANIFEST:** C. Chandler asked a few questions on specific items in 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:** *C. Chandler moved to approve the 11-20-2019 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. Kitty Cinnamond reported the Willing Workers Society received an anonymous \$1,000 donation after the donor had read the front page article on the restoration of the Willing Workers Hall.

**ROAD AGENT:**

Road Agent Bobby Cass said there has been a lot of plowing and sanding roads. Stated the big truck broke down last week. The Big Truck lease is up in September 2020 with no purchase option in place.

**TREASURER'S REPORT:**

Treasurer, Sheila Foote's written report states the Town of Warren Operating Account balance is **\$322,627.49** after tonight's approved manifest total of \$278,639.49.

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

*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:**

Fire Chief, Art Heath reported they had responded to a fire alarm on 11/23, a motor vehicle accident near Ravine Lodge on 11/24, and an outside fire with black smoke on 11/29. Chief Heath reported he will be attending a grant writing work shop with Tom Babbit, who has offered his assistance to the Fire Department for grant writing.

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

Chief John Semertgakis reported a Motor Vehicle collision, RT. 25, Glencliff; single vehicle collision, no injury, vehicle was driven from the scene. Animal Complaint, Beech Hill Road; report of a loose dog, not found. Domestic Disturbance, Batchelder Road. Domestic Disturbance, Robb's Lane; one person arrested for breach of protective order.

Lost Hunter, Durfee Road; report of overdue hunter parked on Durfee Road, forwarded to NH Fish & Game, hunter found just after midnight. Motor Vehicle Collision, RT 118; single vehicle roll-over. Moderate injury, found by local resident who drove the female victim to WWAS then transported to Speare Hospital. Motor Vehicle Collision, RT 118; car slid off the road, no injuries. Motor Vehicle Collision, High St., Glencliff; minor single vehicle collision, vehicle was driven from the scene. Assault/Missing Person, Rt. 25; report of woman assaulting her care giver, and then leaving the property, found suspect walking on the road, Criminal Mischief charges pending.

Motor Vehicle Stops    25    Citations Issued    5

The Chief briefed the Board on proposed legislation related to his duties as chief, particularly a proposed law related to disorderly conduct and excessive noise.

#### **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 due to weather, aluminum cans did not get shipped out. He will try and ship before the end of the year. We will have to ship out every 3 weeks. He is still baling as needed. We have baled 6 plastic, 18 cardboard and 5 aluminum bales since beginning the recycling program in July.

Buildings & Grounds: G. Russell stated he has been helping with plowing and sanding as needed. He has been working on the salt shed as weather allows. He said he was still waiting for the third bid for the bathroom in the Town Offices. He asked the Board if a decision/selection could be made on the other two contractor bids that have already been submitted and received.

#### **TOWN ADMINISTRATOR:**

- a. The business directory has been revised and other small improvements have been made to the site.
- b. There will be a meeting with B. Cass and Janice Sackett to discuss request reimbursements for projects from the 2017 storms that have been completed. The funds have been allocated by FEMA and with the State of New Hampshire.
- c. He has been working on the Town Budget, which will be covered under new business.

#### **NEW BUSINESS:**

- a. Intent to Cut: Owner & Logger; Ronnie Whitcher Map/Lot, 228/014.  
All three Board members signed the application.
- b. Budget Review
  - i. General Government
    1. Executive \$2900 increase
    2. Elections \$1525 increase
    3. Financial Administration \$550 increase
    4. Legal Expense \$10,000 decrease
    5. Town Buildings \$1970 increase
    6. Advertising & Associations \$148 decrease
    7. Cemetery \$9101increase (\$5000 from ETF)
  - ii. Public Safety
    1. Police Level Funded
    2. Fire \$500 decrease
    3. Emergency Management Level Funded
    4. Animal Control \$499 decrease

There was general discussion on the budget as presented. Chairman Sackett asked the administrator to explain what he was getting for the increased budgets.

Administrator Albro explained that the budget was carefully reviewed using data from the last 3 years – both budgeted and actual expenditures. He explained that a portion of the increase in executive government reflects an increase in salary for the Administrator. He went on to explain that the increase in Elections was due to the number of elections in 2020 and need for staff/support. The Financial Administration line was increased as a result of creating a tech support line unique to the Treasurer, as well as, a raise for the Town Treasurer. The 2020 Legal Expenses were projected

for \$10,000 less than 2019. The increase for Town Buildings was due to maintenance for the Buildings & Grounds truck and emergency generator at the Town Office, as well as a wage increase.

The Board had questions regarding the increased Cemetery request. Don Bagley Sr. explained that the increase was to complete the cleaning of the stones, necessary repairs, and additional maintenance. Last year the cemetery in Glenclyff was completed. L. Romano asked if there was any grant you could apply to for assistance. Don Bagley Sr. and Administrator Albro both responded that they have not seen any grants out there for cemetery maintenance or repairs.

The Board briefly reviewed the Public Safety budgets before circling back to discuss the proposed increase in Executive Government. C. Chandler said Austin has far exceeded his expectations and developed such a rapport with representatives from State organizations such as Department of Revenue and Department of Environmental Services that it has made a huge impact on how well this town does business with those different entities and vendors. C. Chandler went on to explain that he has done research on administrators in surrounding towns. He shared that information with the Board. Selectmen Chandler stated that even at \$42,500, as proposed, he would be below others who are making between \$46,000 and \$63,000. Selectmen Chandler suggested an increase to \$45,000. C. Sackett wondered if we may be moving too fast by not leaving any room for the salary to grow. Chandler stated that he understood Chairman Sackett's concerns but Austin is doing the job and doing it very well.

*C. Chandler made the motion to raise the Administrator line of the proposed budget to \$45,000 per year. Lesa Romano said the accolades he receives are amazing and she seconded the motion. Voting in favor of the motion were Chandler-yes and Romano-yes, Sackett-no. The motion passed 2-1-0.*

#### **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 18, 2019 meeting.

**OTHER BUSINESS:** None

**CORRESPONDENCE:** There were some thank you notes from non-profit organizations for our 2019 budgeted appropriations. There was a request from a resident to require the Water District Commissioners to supply additional information for the upcoming Town Report. The Board of Selectmen indicated that if the Water District wanted to put information in the Town Report, it would be accepted and published, but the Board indicated they were not in a position to request the Water District Commissioners to supply any additional information for the report. The former owner of the currently Town owned lot on Red Oak Hill Rd. reached out to the Board of Selectmen to see if there was any interest in selling it. The Board indicated that they have no interest in selling the property and furthermore *C. Chandler moved for the Town retain and not sell any property on Red Oak Hill, Seconded by L. Romano. Voting in favor of the motion were Sackett-yes, Chandler-yes and Romano-yes. The motion passed 3-0-0.*

### UPCOMING MEETINGS & EVENTS

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

Wednesday, 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:** 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 6:00 PM.



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