

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, March 25, 2020**

CALL TO ORDER:

Chairwoman Romano called the meeting to order at 5:00 PM.

Select Board Members Present: Lesa Romano, Charles Sackett, and Charles Chandler via phone.

Staff/Officials Present: Town Administrator – Austin Albro, Chief of Police – John Semertgakis

Public Present: Shirley McCartin via phone.

L. Romano led those present in the pledge of allegiance to the flag.

SELECT BOARD MANIFEST: *C. Chandler moved approval of the manifest. C. Sackett seconded the motion. Vote: Romano – yes, Sackett-yes, Chandler –yes and the motion passed 3-0-0.*

APPROVAL OF MINUTES: *C. Chandler moved to approve the 3-11-2020 minutes as presented. C. Sackett seconded the motion. Vote: Chandler -yes, Sackett-yes and Romano – yes. The motion passed 3-0-0*

PUBLIC COMMENT: No Public Comment

TREASURER'S REPORT:

Treasurer, Sheila Foote provided a report to the Board for review.

ROAD AGENT:

Road Agent Bruce Dimond was not at the meeting but submitted a written report. He reported that the shop had been cleaned up, patched holes on Beech Hill, Lund Lane, and Fish Hatchery, and Chase Road. The sander was repaired; the bridge railing on Stimson Road was fixed, and welded the frame on the F550 and fixed the rock rake.

TAX COLLECTOR'S REPORT:

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

FIRE DEPARTMENT:

Fire Chief, Art Heath said there were no calls during this reporting period. He noted that he and Chief John had been working together to secure PPE and that a number of upcoming meetings and trainings had been cancelled.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported his recent activity to the Board.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

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

Grounds: He reported that he is sanitizing the office daily and putting files in storage.

Transfer Station: Temporarily closed the recycling building, residents are being asked to hold on to their recyclables or use the compactor to dispose of them. Attendants were instructed to only assist patrons who needed help with their waste. We have provided a collection tube for any cash items and the Transfer Station office building is closed to all patrons.

TOWN ADMINISTRATOR:

Austin Albro reported that the inventory forms will be going out in the upcoming days and acknowledged that this was few days later than last year. He noted that keeping up with all of the updates from numerous state departments had been time consuming but important to ensuring we are doing everything within our power to keep our residents safe. He reported that he is working to complete the FEMA reimbursement through HSEM. He also reported that he is working to get set up to work entirely remotely, if necessary.

NEW BUSINESS:

a. COVID-19 Update:

The Town Administrator updated the Board on a number of changes throughout Town due to the COVID-19 crisis and acknowledged that the information the Town is receiving changes rapidly. The Town has been participating in conference calls with state officials 3 days per week. He reported that he is in regular contact with EMD Janice Sackett and Paul Hatch, HSEM. Some changes include: all Town Hall activity cancelled, as well as the Library and KP Hall. The Transfer Station, Town Clerk, and Tax Collector remain open and are taking any necessary precautions to limit interaction with the residents. We have secured a small number of PPE but there was no clear delivery date.

b. The Board reviewed and signed the following intents to cut:

- I. Owner: Wade and Veralisa Reed, Map 240, Lots 80,81,82,83,84; Logger: Donald Winsor
- II. Owner: Nancy Patterson Sevchenko Trust, Map252, Lot 1; Logger: Jordan King

- c. The Board reviewed and signed the report of cut and paperwork for the Tax Collector for the following operation.
 - I. Operation 19-465-13T & 14T, Owner/Logger: Chris Whitcher
- d. The Board reviewed the operation agreement between the Town and the Warren Wentworth Ambulance Service. C. Sackett moved to enter into the agreement with the WWAS. C. Chandler seconded the motion. *Vote: Chandler -yes, Sackett=yes and Romano – yes. The motion passed 3-0-0.*
- e. *The Board reviewed the tax map maintenance proposal submitted by CAI Technologies. C. Chandler moved to enter into the agreement with the CAI. C. Sackett seconded the motion. Vote: Chandler -yes, Sackett=yes and Romano – yes. The motion passed 3-0-0.*

OLD BUSINESS:

- a. Municipal Representation: The interviews scheduled for late March were postponed due to COVID-19 concerns. The Board discussed how to proceed and determined that until a new issue arises, we will retain our current representation. If something new develops, we will continue and complete the interview process.
- b. The Town Administrator reminded the Board that he is working on writing a letter to Senator Bob Guida, at the request of the Chairman and EMD, expressing ways that the FEMA/HSEM reimbursement process could be streamlined and the process made easier for municipalities like Warren.

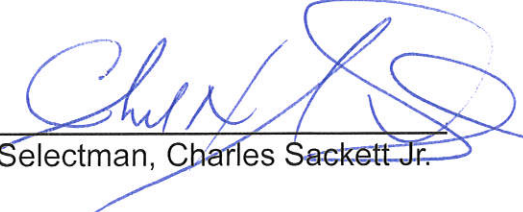
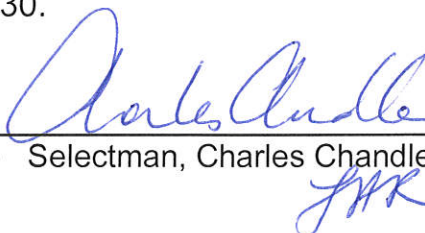

CORRESPONDENCE:

The Town received DRA's annual equalization notification and the rate for 2019 is 92.4%.

ADJOURN:

L. Romano moved the adjournment of the regular meeting of the Select Board. The motion was seconded by C. Sackett. Voting in favor of the motion were Romano=yes, Sackett=yes, and Chandler=yes. The motion passed 3-0-0.

The Board adjourned at 5:30.


Chairwoman, Lesa Romano Selectman, Charles Chandler Selectman, Charles Sackett Jr.