

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, May 6, 2020**

**CALL TO ORDER:**

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

**Select Board Members Present:** Lesa Romano and Charles Sackett

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

**Public Present:** Shirley McCartin via phone and Tom Babbit

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

**SELECT BOARD MANIFEST:** L. Romano *moved approval of the manifest. C. Sackett seconded the motion. Vote: Romano – yes, Sackett-yes and the motion passed 2-0-0.*

**APPROVAL OF MINUTES:** C. Sackett *moved to approve the 4-22-2020 minutes as presented. L. Romano seconded the motion. Vote: Sackett-yes and Romano – yes. The motion passed 2-0-0.*

**PUBLIC COMMENT:** There was no public comment.

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account balance is \$75,956.12 after tonight's approved manifest total of \$125,820.26.

The Tax Collections Account balance is \$293,094.68.

We have received the 4<sup>th</sup> quarter Highway Block Grant payment in the amount of \$7,781.43.

**ROAD AGENT:**

Road Agent Bruce Dimond was not at the meeting but submitted a written report. He reported that he cleaned the culverts on Lund Lane and patched some pot holes, graded Chase Road and Studio Road. He also cleaned culverts on Pine Hill and removed debris from the side of Week's Road. He cut limbs out of the ditches on Beech Hill and cleaned up the pavement at the bottom of that road. He also fixed the ditch across from Mountain Meadow Road.

**TAX COLLECTOR'S REPORT:**

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

**FIRE DEPARTMENT:**

Fire Chief, Art Heath reported an alarm activation at the Glenclyff Home, the call was quickly cancelled.

**CHIEF OF POLICE REPORT:**

Chief John Semertgakis reported his recent activity to the Board. State Police performed a welfare check on Lake Tarleton Road. He reported a civil standby on Red Oak Hill Road, a motor vehicle lock out at the Hildreth Dam, VIN verifications on Stimson and Studio Road, and an animal complaint on NH Rte 25; loose dog, taken to Humane Society. Fish and Game responded to a report of a sick moose in the area of Route 118.

11 Motor Vehicle Stops, 2 Citations Issued

**TRANSFER STATION/BUILDINGS & GROUNDS REPORT:**

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

Grounds: G. Russell picked up parts for the mower and is finishing up the painting at the Town Hall. He worked with Bruce to do some clean up along the roads. G. Russell thanked Austin Albro and Don Bagley for their work on the town flower gardens and memorials. He is also still working on the permit process for the library paving job.

Transfer Station: The new storage container was delivered and we have started storing baled recyclables in it. We shipped out light iron and three bales of aluminum cans. We are working on shipping out 20 loads of cardboard because the price and demand is up. We have scheduled a pick up for tires for this month because the cost is scheduled to increase starting June 1<sup>st</sup>.

**TOWN ADMINISTRATOR:**

Austin Albro reported that the State has provided the Town of Warren up to \$22,061 COVID-19 relief funds. These funds can be used to reimburse technology expenses, interest on TANs, related legal fees, etc. An order of PPE was also submitted to the State and filled very quickly; it will be available for pick up in New Hampton this week. The administrator reported he reached has shared a state business survey to local business owners who had an email on file. The administrator noted that the Governor has approved a stipend for first responders that will include a \$300 weekly stipend for our police chief and \$50 weekly for our volunteer fire fighters. The Town will receive a check from the State for the entire 8 week period. There will be additional guidance from the municipal association in the days to come.

## **NEW BUSINESS:**

- a) ATV Trail Permission – The Town Administrator and Tom Babbit explained the State's reopening procedure as it relates to the OHRV trails. Trails on NH Department of Natural & Cultural Resources (DNCR) state reservations will be opened on May 23. They indicated that Warren could open up as soon as Phase 2 of the State's OHRV reopening guidance, pending land owner permissions, however the Town trail connectors will remain closed. Phase 3 of the State's plan allows all trails to reopen to public use when NH restaurants and lodging reopen for public use. There was discussion regarding trail connectors and parking. Tom explained that a trail connector was typically along the state highways and explained that people could not park at the Warren/Wentworth line boat launch area because access from there to the trail system uses a "trail connector". The Board indicated that there would be further discussion at the next meeting but would be open to reopening as a part of Phase 2, if enforcement was available and access could be limited to state residents and NH property owners.
- b) The Board reviewed and signed the Intent to Cut for Owner – Richard and Robert Leikauskas, Logger – Jordan King, Map 251 & Lots 3/4
- c) The Board reviewed and signed the Intent to Cut for Owner – Wade & Veralisa Reed, Logger – Donald Winsor, Map 240 & Lot 086
- d) The Board signed the DOT driveway permit application for the library paving project that was approved at Town Meeting.
- e) GOFERR Grant Agreement: The Board reviewed and signed the grant agreement. GOFERR stands for Governor's Office For Emergency Relief and Recovery. The administrator explained that this grant agreement was for the \$22,061 relief aid allocation discussed earlier in the meeting.
- f) COVID-19 Update: The Town Administrator informed the Board that he had received a complaint about a business in Warren who was not complying with the Governor's Emergency Orders and reopening procedures. The

Administrator relayed the complaint to the Town's local Homeland Security Emergency Management liaison who suggested that the Attorney General's office be made aware of the compliance issue. The Town Administrator explained that he is on regular phone calls with emergency management and town officials and that Warren is not the only town experience compliance issues and that the Attorney General's office was providing guidance to each municipality individually. The Administrator explained that the Attorney General's office recommend a phone call with the business owner, followed up with a letter stating that violating the Governor's Emergency Order was a misdemeanor which is punishable with a fine of up to \$20,000. The Attorney General's office requested to be made aware of violations if they occur in the future. The administrator explained that following a phone call with the business owner, the Town received email notification from the owner that after reviewing the Governor's reopening documents and consultation with legal counsel, their business would adhere to the guidance.

#### **OLD BUSINESS:**

- a) Old Home Day: The Selectboard indicated that they would stand behind the decision of the Old Home Day committee in regards to 2020 activities. The Town Administrator stated he would relay the message and that the committee would be make a decision very soon.
- b) Week's Road: The Police Chief indicated that the obstruction in Week's Road was removed last week.
- c) Week's Crossing Dam Wetland Permit: The Town Administrator shared that the DES wetland permit application was approved. There was no additional information provided at this time.

#### **NON-PUBLIC SESSION #1:**

*Motion by L. Romano, seconded by C. Sackett that the Board of Selectmen enter into a non-public session in accordance with RSA 91-A:3, for the purpose of discussing ongoing litigation that, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board. Vote: Sackett-yes, and Romano-yes. The motion passed 2-0-0.*

The Board entered into a non-public session #1 at 5:50 PM.

#### **CONCLUSION NON-PUBLIC SESSION #1:**

*Motion by L. Romano, seconded by C. Sackett, that the Board of Selectmen exit non-*

*public session in accordance with RSA 91-A:3. Vote: Sackett-yes, and Romano-yes. The motion passed 2-0-0. Motion by L. Romano, seconded by C. Sackett 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 and Romano-yes. The motion passed 2-0-0.*

The Board ended the non-public session #1 at 5:54 PM.

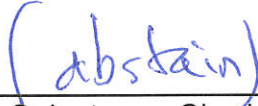
**ADJOURN:**

*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, and Sackett-yes. The motion passed 2-0-0.*

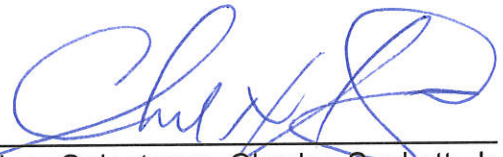
The Board adjourned at 5:55.



Chairwoman, Lesa Romano



Selectman, Charles Chandler



Selectman, Charles Sackett, Jr.