

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, July 15, 2020**

CALL TO ORDER:

Selectman Chandler called the meeting to order at 5:00 PM.

Select Board Members Present: Lesa Romano, Charles Chandler and Charles Sackett were present.

Staff/Officials Present: Town Administrator – Austin Albro, Chief of Police – John Semertgakis, Fire Chief – Art Heath, WVS School Board Chair – Donald Bagley, Emergency Manager – Janice Sackett

Public Present: Tom Babbit, Tom Hight, Cindy Bemis, Shirley McCartin, Merv Newton, John and Brenda Lester

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

SELECT BOARD MANIFEST: C. Chandler expressed concern with the Road Agent hiring his father, and would like to establish a process to allow for other local contractors to provide rates for their services to the Town. Mr. Chandler stated that the Town Administrator had supplied him with information regarding equipment rates from FEMA for a comparison and that the rate the Town received was well under the eligible amount for reimbursement in an emergency situation. Chairwoman Romano also acknowledged that previous road agents have also contracted Mr. Dimond for a variety of services around town. C. Chandler *moved approval of the manifest.* C. Sackett *seconded the motion.* *Vote: Sackett-yes, Chandler – yes, Romano – yes, and the motion passed 3-0-0.*

APPROVAL OF MINUTES: C. Chandler *moved to approve the 06-17-2020 minutes as presented.* L. Romano *seconded the motion.* *Vote: Sackett – yes, Chandler – yes, Romano – yes. The motion passed 3-0-0.*

PUBLIC COMMENT:

John and Brenda Lester reported to the Board that their music festival went well and was in compliance with the State recommendations and reopening guidance.

Don Bagley informed the Board that the school's reopening task force will be meeting soon to discuss the upcoming school year and also acknowledged that the district is expecting budget shortfalls due to decreased state revenue.

Tom Babbit of the Mt. Moosilauke ATV Club asked permission to utilize a portion of Town owned land off of Red Oak Hill. The Selectmen stated that could not foresee any significant issues and would conditionally approve the use of the land, subject to coming before the Board at a later date in regards to placement of the trail. C.

Chandler moved to approve the use of town owned land by the Mt. Moosilauke ATV club, subject to approval of the trail's placement. C. Sackett *seconded the motion.*

Vote: Sackett – yes, Chandler – yes, Romano – yes.

Mr. Babbit thanked the Board and concluded by informing the Board that the club had received approximately \$54,000 in grants for trail maintenance from the State of New Hampshire.

Cindy Bemis shared concerns about the health of the Baker River following the release of E.coli test results from the Baker River Watershed. The Town Administrator informed Ms. Bemis that the testing sites in Warren, all showed safe amounts of E.coli and the concerns were further south along the river.

TREASURER'S REPORT:

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

The Town of Warren Operating Account balance is \$635,007.31 after tonight's approved manifest total of \$37,369.93.

The Tax Collections Account balance is \$364,599.11.

ROAD AGENT REPORT:

The Road Agent reported that he had been repairing washouts, as well as, looking for a truck. The Road Agent also expressed concerns about the pavement on Beech Hill, noting some cracks and issues with where the truck rolled over last year. He is looking for quotes for sealing those cracks to preserve the pavement. C. Chandler suggested reaching out to the company that did the paving last year.

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath reported a Hildreth Dam water rescue, 7/6/2020.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported an animal complaint, Lake Tarleton Road.; dog bit neighbor, dog is now being quarantined. The Chief reported parking issues near the swimming holes. Untimely death, Hildreth Dam. Abandoned motor vehicle, Fish Hatchery Road.; bus left on someone's property, looking to get it removed. Trespass, Route 25 in Glencliff; report of people on private property. Animal complaint, Glencliff; 2 dogs lost on Glencliff Trail. Intoxicated person, Batchelder Brook Road.; report of intoxicated person falling in and out of the river. State Police responded. Motor vehicle lock out, Moose Scoops; person locked out of their vehicle. Animal complaint, Rte. 25; report of loose dogs, looked unhealthy. Dogs returned to owner, currently getting information on dog health status. Animal complaint, Breezy Point; report of dog in distress, dog was just barking excitedly when owner jumped into the water.

24 Motor Vehicle Stops, 7 Citations Issued

After further discussion regarding the parking issues at the swimming hole and safety concerns, *C. Chandler moved that the Road Agent and Police Chief work together to put no parking signs where appropriate. The motion was seconded by L. Romano.*
Vote: Sackett – yes, Chandler – yes, Romano – yes. The motion passed 3-0-0.

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 reported that he has resumed mowing, but is cutting at a higher height. He has helped Bruce with road work. He also reported that the paving is complete at the library.

Transfer Station: G. Russell reported that he has started training our new employee. We have baled 1 plastic, 1 cardboard, and 1 aluminum can bale. The Transfer Station remains closed on Wednesday but alternative arrangements can be made through the Town Administrator. G. Russell also reported that he watched a webinar on electronic waste disposal and storage.

TOWN ADMINISTRATOR:

Austin Albro presented the audit representation letter prepared by the Mercier Group for review and signature. The Administrator reminded the Board that he continues to participate in weekly conference calls with other administrators and emergency management directors. He also informed the Board that the Town is working to submit for reimbursement from GOFFER for COVID-19 related expenses. The Administrator also shared that he had completed the annual updates for Primex and Sansoucy, respectively. Lastly, the Administrator, on behalf of Charlene and the OHD committee, expressed that the expectation was that the allocation for Old Home Day 2020, will be returned to the general fund at the end of the year. The Selectmen agreed.

NEW BUSINESS:

- a) Cemetery Deed for Signature: The Board reviewed and signed a cemetery deed for the Cemetery Trustees.
- b) The Administrator let the Select Board know that a resident who owns property on a Class VI road who is interested in building on their lot. State law requires that the Planning Board comment on the plans, then the Select Board must approve the building plans and record a release of municipal liability at the Grafton County Deed's Office. The Planning Board did not comment on the plans at their last meeting so there is no action for the Select Board to take at this time.

OLD BUSINESS:

- a) COVID-19 Discussion: Tom Hight addressed the Board and inquired about whether he could open up the KP Hall for the Coffee Club. He ensured the Board that he has the proper cleaning supplies and would be responsible for maintaining and following the guidance put forth by the State. The Administrator shared that on the July 8, local EMD/Administrator phone call, the Town of Alstead posed a question the Municipal Association, Primex, and DHHS regarding congregate meals in their Town Hall. The State clarified that there was no emergency order from the governor that would prevent the Town from allowing this activity, however they suggested consulting with the Town's liability insurance provider. Primex acknowledged that given the vulnerable population participating in the activity, they would not recommend that the Town allow the gathering. The Selectmen instructed the Town Administrator to reach out to the Town's insurance to inquire about how the Town could allow the coffee club to gather without assuming additional risk on the Town's behalf.

CORRESPONDENCE:

- a) The Administrator shared that the approval of the Wetlands Permit for Reconstruction of the Week's crossing dam was received by the Town.
- b) The Town received notice that the Payment in Lieu of Taxes for the federal and state forests in Warren was received by the Town, in the amount of \$50,986.
- c) The Administrator also received a copy of the Community Action Report completed by NH DRA for their visit earlier in the month to discuss the 2019 cyclical monitoring process and changes due to COVID-19.

NON-PUBLIC SESSION:

Motion by C. Chandler, 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 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 6:00 PM.

CONCLUSION NON-PUBLIC SESSION:

Motion by C. Sackett, seconded by C. Chandler that the Board of Selectmen exit non-public session in accordance with RSA 91-A:3. Vote: Chandler –yes, Romano – yes, and Sackett-yes. The motion passed 3-0-0. Motion by C. Chandler, 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: Chandler –yes, Romano – yes, and Sackett-yes. The motion passed 3-0-0.

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The Board entered into a non-public session at 6:10 PM.

CONCLUSION NON-PUBLIC SESSION:

Motion by C. Sackett, seconded by C. Chandler that the Board of Selectmen exit non-public session in accordance with RSA 91-A:3. Vote: Chandler –yes, Romano – yes, and Sackett-yes. The motion passed 3-0-0. Motion by C. Chandler, 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: Chandler –yes, Romano – yes, and Sackett-yes. The motion passed 3-0-0.

ADJOURN:

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

The Board adjourned at 6:20.



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