

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, September 23, 2020**

**CALL TO ORDER:**

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

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

**Staff/Officials Present:** Town Administrator – Austin Albro, Police Chief – John Semertgakis, Fire Chief – Art Heath, Road Agent – Bruce Dimond

**Public Present:** Shirlie McCartin, Scott Brown, Ed Rajseter, Victoria and Stacey Berger, Brenda and John Lester, Jeremy Hair, Merv Newton

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

**SELECT BOARD MANIFEST:** C. Chandler requested additional detail to be included on the Road Agent's time sheet moving forward. C. Chandler *moved approval of the manifest. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, Sackett – yes and the motion passed 3-0-0.*

**APPROVAL OF MINUTES:** C. Chandler *moved to approve the 08-26-2020 minutes as presented. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes and C. Sackett – yes. The motion passed 3-0.*

**PUBLIC COMMENT:**

Ed Rajseter, Candidate for New Hampshire House of Representatives introduced himself and shared his interest with the Board of Selectmen and members of the audience.

Merv Newton inquired about the Water Districts loan status and whether the Town website could be used to publish information from the Water District. Administrator Albro stated that he was approached by the Water District Commissioner who asked about utilizing the town website. He also informed the Selectmen and Mr. Newton that the Water District had been approved for a grant of \$72,500 from the New Hampshire Drinking Water & Groundwater Trust Fund to repair the well and make upgrades to the system.

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account balance is \$397,012.03 after tonight's approved manifest total of \$26,982.83.

The Tax Collections Account balance is \$374,657.43.

C. Chandler moved to acknowledge receipt of the Treasurer's Report. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, Sackett – yes.

#### **ROAD AGENT REPORT:**

The Road Agent reported that he continues to cut brush, cleaning up the shop and working to repair the Grader. The block for the Grader is cracked and will have to be replaced. The Road Agent and Kevin Knapp are looking for a replacement block for the grader. Selectmen Chandler reiterated concerns from residents regarding lack of dust control on many portions of Town roads. The Road Agent addressed concerns about using calcium chloride but informed the Board that he would look into methods for controlling the dust. Selectmen Chandler suggested reaching out to Wentworth to gain a better understanding of their procedures.

#### **TAX COLLECTOR'S REPORT:**

The Tax Collector provided receipts to the Board for review.

#### **FIRE DEPARTMENT:**

Fire Chief, Art Heath reported a false alarm at the Glencliff Home, lift assist for the Warren Wentworth Ambulance Service. There was a call that occurred at 12:30 AM but was cancelled 12 minutes later. In the meantime, 8 Warren firefighters responded to the call. The Chief clarified that seasonal campfires are allowed but that no brush fire permits were being issued. Donna Hopkins asked whether fireworks were permissible at this time. The Fire Chief responded that there is not a permitting process in place for fireworks in Warren and therefore no way to prevent fireworks from occurring.

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

Chief John Semertgakis reported recent activity to the Board of Selectmen. Abandoned motor vehicle, Lake Tarleton Road, removed by owner. Welfare Check, Route 118, elderly gentleman located at Speare Memorial Hospital. Fight at Beckett School, no charges pending. Mutual Aid, DCYF, working with DCYF on 2 separate cases. Welfare Check, Route 118. Animal Issue, Mountain Meadow Road, report of dog hit by vehicle, not reported by the driver. Dog is expected to make a full recovery. 911 Hang-Up call, Route 118, made contact with the caller, no emergency. Animal complaint, Rabbit Run Road; report of 2 dogs attacking a person and separate dog on a dog walk. Two separate owners of attacking dogs, negligence charges pending for both dog owners. Suspicious Vehicle/Person, Lake Tarleton Road, report of person on private property on multiple occasions. Vehicle owner given no trespass order. Mutual Aid, Pine Hill Road, assist with EMS with a carryout for transport to Speare Memorial Hospital. Theft, Old Glencliff Road, report of a stolen fire pit, no leads at this time. Domestic Disturbance, Route 25; dog custody issue with young couple, needed mediation. Untimely Death, Route 25.

46 Motor Vehicle Stops, 7 Citations

Selectmen Chandler asked Chief Semertgakis to pay attention to ATV issues near Gould Hill/Week's Crossing.

#### **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 put up the new sign for the library and cleaned up brush at the Pavilion. He reported that he will be mowing 1 more time, which will likely be the last for the season.

Transfer Station: G. Russell reported that the Transfer Station received \$218 for the last load of scrap metal and aluminum cans. Setting up the building for recycling drop off bins. We received 500 face masks from SWANA, which is the Solid Waste Association of North America. Thanks to the Town Administrator for applying for them. George Hight watched 2 webinars toward recertification of his transfer station operator license. G. Russell also reported that he had been clearing brush from around the electrical meter, in preparation to replace it.

#### **TOWN ADMINISTRATOR:**

Austin Albro reported that he completed the liability release for building on Class VI road and that he would be meeting with the property owners on Monday. He informed the Board of the Budget and Finance Virtual Workshop that is Thursday, September 24. The Administrator reported working with DES to assist Bruce prepare for the 2017 mitigation projects that remain and must be completed by year's end. A. Albro reported that he met with the Assessor and local business owner about assessment concerns and that 90% of the July tax revenue had been received. The Administrator also informed the Board that the ATV club had reached out about performing work on the access road across the Hildreth Dam. A. Albro and G. Russell contacted the Bureau and received permission for the ATV club to go ahead with the work across the dam.

#### **NEW BUSINESS:**

- a. Permission for Melody Mountain Farm Music Festival Food Vendor: John and Brenda Lester requested a letter authorizing them to have a food vendor at their event on October 3, 2020. The vendor, Salt Hill Pub, requested a letter from the Selectmen acknowledging that the event was taking place and there were no concerns. C. Chandler made the motion to allow the event to occur so long as all social distancing guidance from the State of New Hampshire is adhered to. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, Sackett – yes.
- b. The MS-1 was prepared by Richard Dorsett, KRT for signature of the Board of Selectmen. The total value of utilities in Warren is up \$95,000 from the previous year. The Board reviewed and signed the MS-1.
- c. The Administrator shared the MS-434, Revision of Revenues with the Board of Selectmen. The MS-434 was submitted to DRA. Revenues are tracking well,

down only \$546. The largest difference between the estimated and revised revenues is the interest/penalties on late property taxes which was \$18,043 at this point last year and only \$9,668 this year. The total for 2019 was almost \$26,000 with about \$10,000 coming in between September and December.

## **OLD BUSINESS:**

- a. COVID-19 Discussion:
  - i. The Administrator informed the Board that both the NH Aid to Municipality Grant and CARES Election Grant was submitted to the State of New Hampshire, in a timely manner. The Administrator also let the Board know that the New Hampshire Municipal Association would be hosting a webinar regarding Halloween on September 30.
  - ii. There was a discussion regarding the use of the Town Hall. The Board of Selectmen agreed to resume this conversation after the November 3 election.

## **CORRESPONDENCE:**

- a. After discussion between the Selectmen and Fire Chief, C. Sackett moved to take down the tents that were set up on the Common and church property for outdoor classroom space due to safety concerns identified by the Fire Chief's inspection. C. Chandler seconded the motion. Vote: Chandler – yes, Romano – yes, Sackett – yes.

## **NON-PUBLIC SESSION:**

*Motion by C. Sackett, seconded by C. Chandler 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 5:50 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 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: Chandler –yes, Romano – yes, and Sackett-yes. The motion passed 3-0-0.*

The Board exited non-public session at 5:55 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 Chandler-yes,*

*Sackett – yes, and Romano – yes. The motion passed 3-0-0.*

The Board adjourned at 5:56 PM.

  
Chairwoman, Lesa Romano

  
Selectman, Charles Chandler

  
Selectman, Charles Sackett, Jr.