

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 4, 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

Public Present: Shirlie McCartin, Merv Newton, Scotty Brown, and Tori Berger. Jeremy Hair joined the meeting via telephone.

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: Chandler – yes, Sackett – yes, Romano – yes, and the motion passed 3-0-0.*

APPROVAL OF MINUTES: *C. Chandler moved to approve the 10-21-2020 minutes as presented. C. Chandler seconded the motion. Vote: Chandler – yes, Romano – yes, and C. Sackett – yes. The motion passed 3-0.*

PUBLIC COMMENT:

Merv Newton expressed his interest in the Board of Selectmen proposing a warrant article to take over management of the South Main Street Water District. There was brief discussion and alternatives were suggested to Mr. Newton. It was suggested that if Mr. Newton was passionate about a warrant article being discussed at Town Meeting 2021, a petitioned warrant article would bring the topic before the voters. Selectmen Chandler recognized Warren resident and State Senator Bob Giuda on his recent re-election and thanked Mr. Giuda for his service to the community.

TREASURER'S REPORT:

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

The Town of Warren Operating Account balance is \$61,186.38 after tonight's approved manifest total of \$163,348.93

The Tax Collections Account balance is \$375,282.93.

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

ROAD AGENT REPORT:

The Road Agent was not present at the meeting. The Town Administrator provided the Board with a brief update regarding the highway department equipment. The radio is scheduled to be installed into the town's new small truck. The grader motor is ready for pick-up and once the new motor is in Warren, Kevin Knapp will begin installing it. The backhoe is still not entirely diagnosed but there is a small amount of optimism that it was failed sensor and not a catastrophic failure.

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath stated that there was a gas stove malfunction over the weekend; smoke in the building, the FD diagnosed problem and instructed owner to call their fuel company. The Chief also reported that there were fewer trick-or-treaters than normal that visited the Fire Station this year. There was discussion regarding the impending fire truck purchase.

C. Chandler moved to approve withdrawal of \$86,103 from the Fire Truck Capital Reserve Fund to be placed in the Town's General Fund for the purchase of the Fire Truck approved at Town Meeting 2020. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, Sackett – yes.

C. Chandler moved to allow Fire Chief Arthur Heath to sign agreement with Dingee Machine for construction of the new fire truck approved at Town Meeting 2020. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, Sackett – yes.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported recent activity to the Board of Selectmen. Suspicious Vehicle, Swain Hill Road; report of an unknown vehicle, male occupant, in driveways in the Swain Hill area. Could not locate. Animal Complaint, Rabbit Run Road; dogs from this area picked up in Wentworth, fines issued. Paperwork Service, Beech Hill Road; court documents served. Vandalism, Route 118; vandalism from renters, case is ongoing. 911 Hang Up, Moose Hillock Campground; false alarm. The Chief provided a brief overview of Halloween night; no major issues, report of vehicle traveling through town at a high rate of speed.

22 Motor Vehicle Stops, 3 Citations

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 helped Bruce truck ditching material and gravel. Removed the trash totes from the Common for the winter season. G. Russell also reported that he helped finish setting up for voting.

Transfer Station: G. Russell reported that he made bins for the recycling building and is working on another tire clean up special for residents. He is working with NRRA to find options for shipping out baled plastics. The Transfer Station has baled 1 cardboard and 1 plastic bale. G. Russell thanked the Administrator for working on the flyer for the tire clean up special.

TOWN ADMINISTRATOR:

The Town Administrator reported that he is meeting with USDA about the Community Facilities Grant Program. Working with the ambulance service to get the State of NH all of the required documents to proceed with the EMS in the Warm Zone Grant this calendar year. If unable to meet the State's requirements for this year, the grant purchase will be delayed 6 months. Funds that were approved at our last Board meeting were made available to the Trustee of the Trust Funds earlier this week. The Administrator informed the Board that he intends to begin the departmental budget review with the Board as soon as November 18.

NEW BUSINESS:

- a. Lesa Romano, Chairman of the Board of Selectmen signed the Pre-Disaster Mitigation Grant Agreement.
- b. The Administrator informed the Board that the preliminary tax rate had been set by the New Hampshire Department of Revenue Administration at \$25.49. Discussion regarding the Tax Rate and Fund Balance ensued. The Board of Selectmen unanimously agreed to utilize a portion of the Town's unreserved fund balance to adjust the tax rate to a final rate of \$23.08. This is slightly lower than the previous year's rate of \$23.77.

OLD BUSINESS:

- a. COVID-19 Discussion:
 - i. There was brief discussion regarding use of the Town Hall by outside groups such as Blue Wave Tae Kwon Do. The Selectmen agreed that at this time, the Town Hall would remain closed for uses other than the Board of Selectmen meetings and use by Warren Village School. There was a brief, continued discussion about the potential for the Town to purchase a disinfecting fogger. The Selectmen encouraged the Town Administrator and Facilities Manager to find a piece of equipment that will meet the needs of the town.

CORRESPONDENCE:

There was a brief overview of the recent correspondence which included a few complaints regarding road conditions on November 3. The Election Inspection Report completed by the Attorney General's office was received. The Town

received the County Tax Bill of \$148,887 due in December. The Town received notice from FEMA that the Fire Department did not receive the Assistance to Fire Fighters Grant for Scott Pak replacement, this year. The Town also received an email from Primex that clarified coverage of a municipal employees operating highway equipment during a snow/ice emergency. Lastly, the Town received a 91-A records request for special inspection reports submitted to the Town by cell tower companies or their agents. The Administrator responded to the request by explaining that he would need until November 16 to look at the property record files and would respond accordingly.

ADJOURN:

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

The Board adjourned at 5:40 PM.



Chairwoman, Lesa Romano



Selectman, Charles Chandler



Selectman, Charles Sackett, Jr.