

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, October 21, 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, Scotty Brown, Cindy Bemis, Donna Borges, Art Heath, Donna Hopkins, and Stacey Berger

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

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

APPROVAL OF MINUTES: *C. Sackett 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:

Donna Borges addressed the Board about her concerns regarding the current condition of Swain Hill Road. The Town Administrator and Selectmen explained some of the struggles that the Highway Department has faced this year, primarily equipment malfunction. The Road Agent left a note to inform the Board that the motor for the grader would likely be ready to be picked up by the end of October. Cindy Bemis also addressed the Board regarding concerns about old culverts that were replaced but left beside Old Glenclyff Road. The Administrator said that he would look into it and speak with Road Agent. The Selectmen asked the Town Administrator to work with the Road Agent to come up with a “Plan B” in the event the grader repairs are not complete soon.

TREASURER’S REPORT:

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

The Town of Warren Operating Account balance is \$321,182.66 after tonight’s approved manifest total of \$20,500.71.

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

L. Romano 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 was not present at the meeting.

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath stated that there has been very little fire department activity during the recent reporting period.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported recent activity to the Board of Selectmen. Disabled Motor Vehicle, Route 25; antique car broke down by Appleknocker's, removed by owner. Burglar Alarm, Lake Tarleton Road, motion sensor in basement at a seasonal home, false alarm. State Police responded to a disabled motor vehicle on Route 25.

13 Motor Vehicle Stops, 2 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 the Town received a new dust control product for the Town roads. He installed another sign for the library and had wood chips brought to the Joseph Patch Memorial.

Transfer Station: G. Russell reported that the Transfer Station has baled 1 partial cardboard and 1 plastic bale. He is working on cutting Lexan, that was donated by Randy Whitcher, for windows for the recycling building. He continues to work on disposing of waste oil and refrigerator freon.

TOWN ADMINISTRATOR:

The Town Administrator requested approval from the Board of Selectmen to process the payments for Warrant Articles 12, 13, 14, and 19. All of these warrant articles involve deposits to the Town's trust fund. *C. Chandler moved to authorize deposits to the Trust Funds in Warrant Articles 12, 13, 14 and 19, as approved by the voters at Town Meeting 2020. L. Romano seconded the motion. Vote: Chandler – yes, Romano – yes, and C. Sackett – yes. The motion passed 3-0.* The Town Administrator informed the Board that the "EMS in the Warm Zone" grant has been placed on hold by FEMA and there is question as to whether Warren is eligible for reimbursement during this calendar year or 2021. There have been no expenditures to date. Once

there is clarification from the State or FEMA, the message will be relayed to the Selectmen. The redemption of the tax deeded property on Eagle's Nest is completed and will be passed along to the former owner to complete the process. A. Albro reported that the Town received \$22,061 of the Cares Act 'Aid to Municipalities' funds available to the Town. Lastly, the Town Administrator requested permission from the Board of Selectmen to engage the USDA in further discussions regarding the Community Facilities Grant Program in regards to the planning and construction of the Town's new highway garage. Warren is eligible for 75% reimbursement for both design and construction phases of the project.

NEW BUSINESS:

- a. *The Board of Selectman, in a majority vote, accepted the terms of the Pre-Disaster Mitigation Grant Program as presented in the amount of \$6,999.75 to update the local hazard mitigation plan. Furthermore, the Board acknowledges that the total cost of this project will be \$9,333.00, in which the town will be responsible for a 25% match (\$2,333.25). C. Chandler made the motion. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, and C. Sackett – yes. The motion passed 3-0.*
- b. The Selectboard reviewed and signed the equalization certificate prepared by R. Dorsett for the Department of Revenue Administration.
- c. The Town Administrator presented the year to date budget and brief overview for the members of the Selectboard. He reminded the Select Board that discussion regarding the 2021 budget would begin soon.

OLD BUSINESS:

- a. COVID-19 Discussion:
 - i. The Administrator informed the Board that he had continued discussions with George Russell and Bill Townsend, Custodian at Warren Village School, to look into disinfecting foggers for use in the library, town office and town hall. There is continued effort to locate a quality, reliable, and durable piece of equipment.
 - ii. The Administrator prepared a notice for the Board's review regarding Halloween. The Board of Selectmen that Trick-or-Treating will occur on Saturday, October 31st from 5:00-7:00 PM. The notice will be distributed to the school children on Friday, October 23.

CORRESPONDENCE:

There was a brief overview of the recent correspondence which included notice of reimbursement from our health insurance provider, a law update from municipal counsel, the cyclical monitoring report produced by DRA, and notice of the annual meetings for Grafton County Regional Development Corp and Northeast Resource Recovery Association.

Near the end of the meeting, C. Chandler offered praise to many residents who are actively working on bettering their properties through home repairs and landscaping throughout Town. However, C. Chandler also acknowledged that the Town of Warren owns the greatest eye sore on South Main Street, the former general store across from the 7-Eleven. There was brief discussion regarding possibilities for improvements. C. Chandler suggested that as the Town get closer to Town Meeting 2021, we should perhaps consider options to remove the eye sore.

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 5:50 PM.



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