

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 18, 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.

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-2020 minutes as 11-04-2020 presented. C. Sackett seconded the motion. Vote: Chandler – yes, Romano – yes, and C. Sackett – yes. The motion passed 3-0.*

PUBLIC COMMENT:

Don Bagley asked the Select Board if there had been consideration of a Town Mask Mandate from the Select Board. There was brief discussion. Selectmen Chandler suggested that we look at the State's most recent guidelines. *Selectmen Chandler moved to encourage all citizens to wear a mask or face covering within Town buildings. L. Romano seconded the motion. Vote: Chandler – yes, Romano – yes, and C. Sackett – yes. The motion passed 3-0.* There was further discussion about dispatch procedures for the Town's public safety employees. Selectmen Chandler stated that he intends to revisit a mandate at the next meeting and asked the Town Administrator to gather information from the State and surrounding communities.

Don Bagley made suggestions as to the dedication and cover photos for the Town Report. Don Bagley suggested that the Town Report be dedicated to long time Warren/Glencliff resident Nancy Chandler. There was no objection and the discussion regarding the town report will be continued as we get closer to the end of the year.

Don Bagley informed the Board of Selectmen that the School Board is planning on replacing the emergency generator that is at Warren Village School.

Don Bagley discussed the Town's Trust Funds and encouraged the Board to plan long term for equipment repairs and replacement.

Jonathan Cyr, a Commissioner of the South Main Street Water District asked to address the Board of Selectmen to provide an update on the progress. Jonathan Cyr

serves alongside of Vincent Mastroianni and Tom Toomey. Mr. Cyr stated that the district had recently become an established legal entity within the State of NH and have enlisted the help of Horizon Engineers and the Mitchell Municipal Group to offer assistance through the grant application process. He informed the Board that they are waiting for final approval from the Governor and Executive Council for the \$72,500 grant from the State of NH which will allow the District to make the necessary repairs to the pump house and well. The Board applauded the effort of the Water District Commissioners and volunteers.

TREASURER'S REPORT:

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

The Town of Warren Operating Account balance is \$23,312.03 after tonight's approved manifest total of \$42,827.41

The Tax Collections Account balance is \$375,362.53.

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. Selectmen Chandler asked for an update on the Grader, given that winter weather is approaching. The Administrator replied that the repaired block is at the highway garage and that Kevin Knapp will be completing the repairs and installation. The Town Administrator also informed the Board that the Town's backhoe had been repaired and the failure was not catastrophic.

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath stated that the Fire Department was toned to Rumney to assist with an injured hiker. Chief Heath also informed the Board that the Fire Department was not awarded FEMA Assistance to Firefighters Grant for this year. The current Scott Air-Paks are in good shape and fully functional but are nearing their expiration date.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported recent activity to the Board of Selectmen. Uptick in Spam Calls to residents. The Chief reminded residents never to give out personal information to someone they do not know. Power Outage due to a wind storm, checked on resident who is on oxygen on Route 25-C. Alarm Activation at Tedeschi's; report of alarm going off, no alarm observed, no signs of forced entry. Vandalism, Route 25; SP responded to a mailbox being struck by a vehicle on Route 25. Mount Prospect Academy; COVID Update. Animal Complaint, High St.; loose dog found on

High Street, dropped off at my house and was taken to the humane society. Dog belongs to Benton resident. Same dog found on Monday at the Glenclyff Home for the Elderly. Vin Verification; Station Road. OHRV Complaint, Eagle's Nest Road; continuation of a neighbor dispute. Finally, the Chief reported that he had completed Firearms Qualifications.

25 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 the Buildings and Grounds truck has been lettered and he is exploring ideas for the Welcome to Warren signs. He is currently in the process of replacing the fan and motor of the exhaust fan at the library.

Transfer Station: G. Russell reported that he had shipped out light metal and aluminum cans which brought in \$406. The new electrical meter has been installed at the Transfer Station, the NHEC had noted a safety issue. The Transfer Station has baled 1 aluminum and 1 plastic bale. There is an old 10-ton equipment trailer in rough condition at the Transfer Station. It can not be used by any town department and G. Russell had planned to scrap the old trailer for approximately \$250-\$300 based on scrap metal prices. A resident showed interest and offered \$50 for the trailer. G. Russell asked the Board how they would like to proceed. The Board suggested putting the old trailer out to bid, starting at the lowest scrap price.

TOWN ADMINISTRATOR:

The Town Administrator reported that he is working with department heads to create the budget for the upcoming year. The schedule for departmental budget reviews will be discussed later in the meeting. The Administrator informed the Board that he is rescheduling a meeting with USDA about the Community Facilities Grant Program for highway garage funding. The Administrator also informed the Board that he will be attending the NHMA virtual conference on Wednesday and Thursday.

NEW BUSINESS:

- a. Lesa Romano, Chairman of the Board of Selectmen signed the CARES Act Election Grant Reimbursement for the General Election.
- b. The Administrator proposed the following schedule for departmental budget reviews: December 2nd: General Government, Advertising and Associations, Public Safety, Culture and Recreation, and Welfare. December 16th: Sanitation, Buildings & Grounds, Highway Department, Non-Profits, ETFs & CRFs, and Conservation/Debt Service. December 30: All other outstanding items and discussion about Warrant Articles
- c. The Board of Selectmen reviewed 3 administrative abatements that were proposed to correct issues with the July 2020 tax billing for the following

properties: Map 228, Lot 012; Map 228, Lot 005; and Map 213, Lot 048. C. Chandler moved to approve the administrative abatements as presented. L. Romano seconded the motion. Vote: Chandler – yes, Romano – yes, and C. Sackett – yes. The motion passed 3-0.

OLD BUSINESS:

- a. COVID-19 Discussion:
 - i. Jeremy Hair, of Blue Wave Tae Kwon Do, reached out to inform the Board that they will not be pursuing use of the Town Hall for the foreseeable future and thanked the Board of Selectmen for their time throughout the discussions about using the Town Hall. The Administrator informed the Board that he and G. Russell have found a safe, easy to use disinfecting fogger that will be used in the Town Hall, at the Town Office and Library. The Administrator continues to participate in weekly calls with state agencies and other Town officials. The majority of current concerns from other towns include: Town Meeting, restaurant compliance with the Governor's Orders, and concerns about contract tracing.


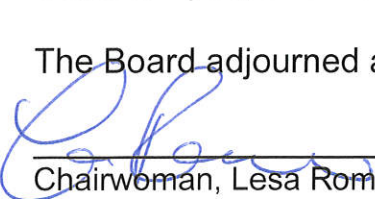
CORRESPONDENCE:

There was a brief overview of the recent correspondence which included the annual report of the UNH Cooperative Extension, a thank you letter from ACHS, a Community Use of Facilities Bulletin from PRIMEX, and an email from Sharon DiFranza regarding her concerns about rumors of a proposed ATV trail on private property near Ore Mill Brook. Mrs. DiFranza was previously informed that the Town has no zoning and was provided contacts for NH Department of Environmental Services and the NH Bureau of Trails to pursue her concerns further.

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 6:00 PM.



Chairwoman, Lesa Romano

Selectman, Charles Chandler

Selectman, Charles Sackett, Jr.