

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, April 21, 2021**

CALL TO ORDER:

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

Select Board Members Present: Todd Bixby, Chuck Sackett and Charles Chandler were present.

Staff/Officials Present: Town Administrator – Austin Albro, Fire Chief – Art Heath, WWSB Chairman – Don Bagley

Public Present: Marlene Wright, Shirlee McCartin, Bryan Flagg, Samantha Catterall, Ben Toomey, and Lesa Romano via phone

C. Chandler led those present in the pledge of allegiance to the flag.

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

APPROVAL OF MINUTES: C. Chandler *moved approval of the April 7, 2021 meeting minutes, noting that the deposit check for the adult softball teams is refundable. C. Sackett seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – abstained, and the motion passed 2-0-1.*

C. Sackett *moved approval of the March 24, 2021 meeting minutes. T. Bixby seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT: D. Bagley stated that he would address the Town Treasurer's concern with the School Treasurer and there would not be a problem moving forward.

TREASURER'S REPORT:

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

The Town of Warren Operating Account balance is \$248,230.58 after tonight's approved manifest total of \$25,867.37.

The Tax Collections Account balance is \$316,810.96

T. Bixby *moved to acknowledge receipt of the Treasurer's Report. C. Sackett seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

ROAD AGENT REPORT:

The Road Agent was not present at the meeting but reported that the Town's International Highway Department Truck was being inspected at Liberty International on Friday. Additionally, he had spent the majority of the last week working on Red Oak Hill Road and tended to the washout issue on Stinson Road.,

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath reported two calls. The first, an outside fire approximately 100'x400' in Glenclyff. Chief Heath noted a great response from neighbors and the community members who acted promptly. The second, a lift assist.

CHIEF OF POLICE REPORT:

Chief John Semertgakis reported recent activity to the Board of Selectmen. Suicidal Person, Route 25. State Police responded. Mutual Aid to Haverhill, attempted abduction; responded to Pike for a report of a failed attempt at a juvenile female abduction. Reported not to be an abduction attempt after investigation. Chief Semertgakis reported that the new speed sign is operational.

26 Motor Vehicle Stops, 4 Citations

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

The Manager, George Russell was not present at the meeting but provided the Select Board a report of recent activity.

Grounds: G. Russell reported that he is working with DOT in Enfield to install "Welcome to Warren" signs on Route 25C and Route 118. The butternut tree and dead spruce were removed at the Open Air Market. He also removed the vines and bamboo at the same area. Thank you to the Road Agent, John Corso for his help on the clean-up.

Transfer Station: G. Russell reported that the Transfer Station has been open for 2 weeks on Wednesdays, and it appears to be busier than last year. G. Russell is working to ship out baled plastic and cleaning up the Transfer Station area. Baled 1 cardboard bale this period.

TOWN ADMINISTRATOR:

The Town Administrator reported that he was working on getting quotes for the Pine Hill paving project. The Brownsfield Grant Application was submitted and response should come within the next 30 days regarding eligibility. At this time, it appears that Warren will receive up to \$90,000 from the Federal Government as a part of the latest stimulus package. The Assessor intends to be in town next week. The Administrator also noted that letters to requalify recipients of Veteran's Credit, Elderly Exemptions,

and Current Use owners. The Board and Administrator agreed that their goal was to make the requalification as simple and stress free for the residents as the State allows.

NEW BUSINESS:

- a) The Board of Selectmen reviewed and signed the Intent to Cut for Map 239, Lot 030, owned by Commodore Investments, LLC, logged by Charles Hazen.
- b) The Town Administrator informed the Board of Selectmen that there were 3 interested residents for the position of Selectman. Samantha Catterall, Bryan Flagg, and Shirlie McCartin. Letters of interest were given to the Board of Selectmen for their review before discussion at the next Board of Selectmen meeting.
- c) There was brief discussion about the recently purchased fire truck and disposal of the old apparatus to the vendor, Dingee Machine, in accordance with the purchase agreement.

OLD BUSINESS:

- a) COVID-19 Update: The Administrator informed the Board of Selectmen that since the State's mask mandate had expired, there was some question as to whether the Town had a local mask mandate. Prior to the State's mask mandate, the Board of Selectmen had voted unanimously to urge all residents to wear a face covering in Town owned buildings. *C. Chandler moved to continue to urge all residents to wear a face covering in Town owned buildings. C. Sackett seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – yes. The motion passed 3-0.*
- b) The Town Administrator stated that he hoped to have a better idea of Primex's re-opening guidance for the community use of the Town Hall at the next meeting.
- c) The Town Administrator reminded the Board that the Selectboard letters of interest were available for their review. There will be an opportunity to schedule a public meeting between May 5 and May 19, if the Board would like to meet with the candidates. The Administrator suggested that this timeline would allow the Board to fulfill the vacancy at the May 19 meeting, if not sooner.

NON-PUBLIC SESSION:

Motion by C. Sackett, seconded by T. Bixby that the Board of Selectmen enter into a non-public session in accordance with RSA 91-A:3, for the purpose of discussing ongoing legal matters. Vote: Bixby-yes, Chandler-yes, and Sackett-yes. The motion passed 3-0-0.

The Board entered into a non-public session at 5:21 PM.

CONCLUSION OF NON-PUBLIC SESSION:

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

Chandler that the Board of Selectmen seal the minutes of the non-public session in accordance with RSA 91-A:3 for forty years. Vote: Sackett – yes, Bixby – yes, and Chandler- yes. The motion passed 3-0-0.

The Board ended the non-public session at 5:33 PM.

ADJOURN:

C. Chandler moved the adjournment of the regular meeting of the Select Board. The motion was seconded by C. Sackett. Vote: Chandler – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.

The Board adjourned at 5:35PM.

Chairman, Charles Chandler

Selectman, Todd Bixby

Selectman, Charles Sackett, Jr.