

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, June 16, 2021**

**CALL TO ORDER:**

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

**Select Board Members Present:** Charles Chandler, Todd Bixby and Chuck Sackett

**Staff/Officials Present:** Town Administrator – Austin Albro, Fire Chief – Art Heath, Sheila Foote – Treasurer

**Public Present:** Merv Newton, Marlene Wright, Jeremy Hair, Donna Hopkins, Chris Whitcher and Tom Babbit

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

**APPROVAL OF MINUTES:** C. Sackett *moved approval of the June 2 meeting minutes. T. Bixby seconded the motion. Vote: Sackett – yes, Bixby – yes, Chandler – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:** Mount Moosilauke ATV Club Trail Administrator stated that there was a group of volunteers who often utilize the trail system that are interested in performing community service for the Town. Selectman Sackett indicated that there are portions of sidewalk that need significant work. Additionally, there was discussion about the Town Forest Trail system.

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account balance is \$178,273.35 before tonight's approved manifest total of \$40,296.77.

The Tax Collections Account balance is \$312,829.91

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

The Board of Selectmen asked the Town Administrator to get in contact with Chairman of the School Board Mr. Bagley to discuss the increased school payment and confirm that the increased amount is accurate.

**ROAD AGENT REPORT:**

The Road Agent was not present at the meeting but Selectman Chandler noted that the residents seem happy with the work that is being done by our Road Agent.

**TAX COLLECTOR'S REPORT:**

The Tax Collector provided receipts to the Board for review.

**FIRE DEPARTMENT:**

Fire Chief, Art Heath reported that he has yet to hear about the AFG FEMA Grant. Chief Heath also stated that he anticipates having the new fire truck in time for Old Home Day.

**CHIEF OF POLICE REPORT:**

Chief John Semertgakis reported recent activity to the Board of Selectmen. Summons issued, Route 25, driving on suspended license; court summons issued for OP after stemming from a traffic stop for speed. Animal Complaint, Lake Tarleton Road; loose dog found, returned to owner. Trespass, Breezy Point Road; report of cigarette butts found on property near tractor. SOR Completed. Mutual Aid, Piermont/Orford; report of suicidal personal in route to harm a family member. Intercepted and de-escalated. SOR completed. 911 Hang-Up, Route 118. SP responded to a 911 call, no update. Possible DWI/Domestic, Breezy Point; report of 2 couples drinking at swimming hole. Argument ensued, left the area, gone on arrival. Drug Item, Route 118; report of a needle found on the roadside, disposed. 911 Hang-Up, Route 118; no house at this address, problem with the phone line.

29 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 all lots are now being mowed as needed. He continues to assist the road agent, as needed. G. Russell also reported that he had reviewed dry hydrant with the Fire Chief.

Transfer Station: G. Russell reported that he had shipped out 1 load of scrap metal and 2 bales of aluminum cans. Working on shipping out the cardboard next. This period 1 additional cardboard bale was made.

**TOWN ADMINISTRATOR:**

The Town Administrator informed the Board that he was working to understand the nuances and rules of the American Rescue Plan Act funds that will be made available to the Town of Warren. The Administrator advised that there was a stack of inventory form return receipts that were mailed out recently. He clarified that all of the inventories were received and processed by the Assessor, however there was just a delay in

mailing out the receipts. Finally, he reported that he had been working on gathering information for the paving project, the 2022 Road Agent position, and the ARPA funds.

#### **NEW BUSINESS:**

- a) The Board reviewed and signed the Intent to Cut for Owner: Richard and Judy Leikauskas, Logger: Jordan King.
- b) The Board reviewed and signed a number of reports of timber cut and two reports of excavation.
- c) C. Sackett *moved to grant Town Administrator Austin Albro signature of authority to apply for the American Rescue Plan Act funds available to the Town of Warren. T. Bixby seconded the motion. Vote: Sackett – yes, Bixby – yes, Chandler – yes, and the motion passed 3-0-0.*

#### **OLD BUSINESS:**


- a) Pine Hill Road Project: The Administrator informed the Board that since their last meeting, it seemed as if the scope of the \$240,000 quote had been defined and it was clear that it did not include any additional material hauled-in or the replacement of any culverts. There was further discussion about the status of the road in its current condition. It was noted that the construction season is well underway. The Selectman asked the Administrator to contact DRA to discuss the language of the Warrant Article and whether it was possible to begin the project this year but complete the project at a later date.
- b) 2022 Road Agent Position: The Administrator reported that he had been in contact with the Towns of Kingston and Deerfield. He explained that these towns have voted recently to switch from elected to appointed Road Agents. He summarized that the first step for both of these towns included creating a written job description. The Administrator and Selectboard agreed that this seemed like a logical place to start for the Town of Warren, as well. The NHMA echoed their advice, urging the creation of written agreement and explaining that the Town may be obligated to pay overtime under the FLSA. The New Hampshire Retirement System stated there are no changes required unless the Town votes at Town Meeting to join the NHRS. The Town's Insurer, PRIMEX, stated there were no changes necessary. Selectman Sackett encouraged the Administrator to speak candidly with PRIMEX about the structure of the one-man department to see if there were any safety concerns.
- c) COVID-19 Update: The Administrator reported that the State's Emergency Operation Center was going back to normal on June 30 and that the weekly call with municipalities would be concluding that date, as well.
- d) ARPA Funds: The Administrator reported that he would begin of the application process required to access the ARPA funds available to the Town of Warren.

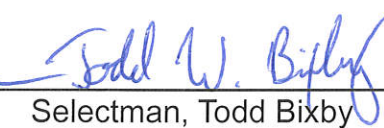
#### **ADJOURN:**


*C. Sackett moved the adjournment of the regular meeting of the Select Board. The*

*motion was seconded by T. Bixby. Vote: Sackett – yes, Bixby – yes, Chandler – yes, and the motion passed 3-0-0.*

The Board adjourned at 6:30PM.

  
Chairman, Charles Chandler

  
Selectman, Todd Bixby

  
Selectman, Charles Sackett, Jr.