

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, July 14, 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,
Treasurer – Sheila Foote, WWSB Chairman – Don Bagley

Public Present: John and Brenda Lester, Merv Newton, Marlene Wright and Jeremy Hair

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 30 meeting minutes. T. Bixby seconded the motion. It was noted that the date on the first page should be revised. The Administrator took note. Vote: Sackett – yes, Bixby – yes, Chandler – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT:

John and Brenda Lester provided a recap of their recent music and off-road vehicle events. Additionally, they shared an overview of the events planned for the remainder of their season including a music festival in August and a Mega-Cross event on July 31.

TREASURER'S REPORT:

Treasurer, Sheila Foote provided a report to the Board for review. Prior to reporting, Ms. Foote took the opportunity to acknowledge that the taxpayers of Warren are doing a great job paying their taxes and that she is very grateful for that.

The Town of Warren Operating Account balance is \$745,992.11 after tonight's approved manifest total of \$18,252.43.

The Tax Collections Account balance is \$369,622.78.

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

TAX COLLECTOR'S REPORT:

The Tax Collector provided receipts to the Board for review.

FIRE DEPARTMENT:

Fire Chief, Art Heath reported a call to a vehicle fire, there was no fire, rather a State of NH DOT truck with brake issues.

CHIEF OF POLICE REPORT:

Chief John Semertgakis was not present at the meeting but offered a written report of recent activity to the Board of Selectmen. Golf cart v. Golf cart collision, Moose Hillock Campground; no injuries, minor damage. Motor Vehicle Lock-Out, Moose Hillock Campground; keys locked in car, unlocked through AAA. Domestic Disturbance, Moose Hillock Campground; SP responded to a domestic incident, no further information. VIN Verification, Route 118; VIN check on a sedan. VIN Verification, Route 25; VIN check on a trailer. 911 Hang-up, Ore Mill; State Police Responded to 911 call, no emergency noted. 911 Hang-up, Moose Hillock Campground, no emergency, camper misdialed number. VIN verification, Rabbit Run Road; VIN check on antique pick-up. Suspicious Person, Route 25; report of a naked man in the road, gone upon arrival. 911 Hang-up, Route 25; 911 call generated from a cell phone, ended up being in Wentworth. 911 Hang-up, Moose Hillock Campground; no emergency, employee training on phone system error. Noise Complaint, Rabbit Run Road; complaint about live music, resident was compliant and had the musicians finish early.

19 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 report of recent activity.

Grounds: G. Russell reported that helped prepare the floor for sanding at the library and is now cleaning and putting it back together. Additionally, G. Russell reported that he helped set up the tents for Old Home Day and hopes to start installing the new signs next week. G. Russell requested permission from the Selectboard to leave up the blue and white tent on the common for summer activities. The Board will allow it.

Transfer Station: G. Russell reported that he finished 1 bale of cardboard, 1 bale of aluminum cans, and 1 bale of plastic. G. Russell ordered the replacement cables and also hopes to ship out scrap metal, as soon as, next week.

TOWN ADMINISTRATOR:

The Town Administrator informed the Board that he was working on the Quarterly FEMA reporting for the 2017 storms. Additionally, he is preparing documents requested by DRA, as a part of the cyclical revaluation process. Lastly, A. Albro

reported that the ARPA grant application was nearly complete and ready for submission.

NEW BUSINESS:

- a) The Town Administrator informed the Board of Selectmen that the Redstone Missile was deemed eligible to be recognized on the New Hampshire Department of Historic Places. Selectman Sackett completed the paperwork and it should become officially listed after the State Historical Resources Council offers final approval.
- b) The Town Administrator informed the Board that the WMNF Service will be at the July 28 Selectboard meeting to discuss the Lake Tarleton Integrated Resources Project.
- c) The Board of Selectmen confirmed that the Town will continue to utilize the State's PA-28 Inventory Form for the upcoming year. The Administrator will complete the appropriate paperwork.
- d) The Town Administrator offered a brief Old Home Day recap noting that there was a small team of volunteers who worked quite hard to make the weekend successful. Many residents and the Board members agreed the weekend was a success, noting more activities for the kids, and acknowledged the hard work of the volunteers. Sheila Foote noted that the quilt raffle was quite successful and raised over \$1,400. The Town Administrator thanked the Selectboard and community and also added that it was a unique experience to have Selectman Sackett and his band rock the Common on Friday, Selectman Chandler announce the Parade on Saturday, and for Selectman Bixby to roast the hog for Sunday's pig roast.

OLD BUSINESS:

- a) Pine Hill Road Project: Selectman Sackett moved to remove Selectman Chandler's motion from the table. Selectman Bixby seconded the motion. *Vote: Sackett – yes, Bixby – yes, Chandler – yes, and the motion passed 3-0-0.* Selectman Bixby offered a copy of his analysis after walking Pine Hill Road and noting the location, size, and condition of the culverts for the Selectmen's review. Selectman Bixby noted that the initial layout of the road was done very well and culverts were in appropriate places. After additional discussion, The Board of Selectmen requested the Town Administrator work with the Road Agent to gauge whether he is comfortable assisting a hired local contractor with an appropriate machine for the job or if he would prefer the entire project be completed by a contractor or company. It was discussed that the Town should supply the culverts, material, and trucking to save on total project costs. At that point, the Administrator should prepare a request for proposals for the Pine Hill Culvert Replacement Project. Additionally, it was discussed that an RFP for the Pine Hill Paving Project should be revised so that the Town can receive additional quotes and create a more accurate estimate based on the scope of work.

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 approximately 6:15PM.

Chairman, Charles Chandler

Selectman, Todd Bixby

Selectman, Charles Sackett, Jr.