

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, December 1, 2021**

**CALL TO ORDER:**

C. Chandler called the meeting to order at 5:00.

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

**Staff/Officials Present:** Town Administrator – Austin Albro, Fire Chief – Art Heath, WWSB Chairman – Don Bagley, Deputy Tax Collector – Marlene Wright, Chief of Police – John Semertgakis and Rocco, Supervisor of Checklist – Donna Hopkins

**Public Present:** Shirlie McCartin and Jeremy Hair

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

**APPROVAL OF MINUTES:** The Board reviewed the minutes from November 3, 2021. C. Sackett *moved approval of the minutes as presented. T. Bixby seconded the motion. Vote: Chandler -yes, Bixby – yes, Sackett –yes. The motion passed 3-0-0.* The Board reviewed the minutes from November 17, 2021. C. Sackett *moved approval of the minutes as presented. T. Bixby seconded the motion. Vote: Chandler -yes, Bixby – yes, Sackett –yes. The motion passed 3-0-0.*

**PUBLIC COMMENT:**

- a) Chairman of the Warren Village School Board, Don Bagley, stated that he had confirmed with SAU office and stated that the School Board will hold the December 2021 payment until the beginning of January, to allow for taxes to trickle into the Town. Don Bagley also stated that the electric and gas is hooked up for the school's new emergency generator and testing will take place soon. Finally, Don Bagley expressed concerns about the cat walk at the Week's Crossing Dam, brief discussion ensued.

**ROAD AGENT REPORT:**

John Corso was present at the meeting and provided a report of recent activity to the Board of Selectmen. J. Corso also asked the Board for their expectation for the 2022 highway budget as it relates to road agent salary and funds for "highway helper" or additional subcontractor funds. The Selectboard suggested that the Town Administrator and Road Agent work together to create a budget that will meet the needs of the Town to be proposed to at the next Selectboard meeting.

**TAX COLLECTOR'S REPORT:**

The Tax Collector provided receipts to the Board for review.

**FIRE DEPARTMENT:**

Fire Chief, Art Heath reported recent activity to the Board of Selectmen.

**CHIEF OF POLICE REPORT:**

Chief John Semertgakis offered a report of recent activity to the Board of Selectmen. Animal Complaint, loose dogs, Beech Hill Road; report of 2 loose dogs on the road, dogs found, returned to owner, fines issued. Animal Complaint, loose dogs, Route 25. Report of 2 loose huskies, not found, returned home on their own, fines issued. Motor Vehicle Collision, Route 25 in Glenclyff; State Police responded, Benton Town Line, airbag deployment and minor injuries. Medical/Drug Issue, Route 118. State Police responded to a report of a person having a medical/mental issue. Domestic Incident, Eagle's Nest Road, report of verbal altercation, parties were separated. Civil Standby, Route 118. State Police conducted a civil standby for a person to get items from a home. Disturbance, AppleKnocker's General Store; report of an irate customer that spit on money and threw it down on the counter. The subject, who resides outside of Warren, was told they are no longer welcome at the store. Disabled Motor Vehicle, Lake Tarleton Road; State Police responded to a report of a vehicle that slid off the road, no injuries reported. Disabled Motor Vehicle, Route 118; State Police responded to a report of a vehicle off the road, not found. VIN Verification, Lake Tarleton Road; VIN check on a trailer. Welfare Check, Station Road in Glenclyff; wellness check, person in question no longer residing at the address.

11 Motor Vehicle Stops, 2 Citations

**TRANSFER STATION/BUILDINGS & GROUNDS REPORT:**

The Manager, George Russell was present at the meeting and provided the Select Board a report of recent activity.

Grounds: G. Russell reported that he has completed the budget for Buildings and Grounds. He continues to help the Road Agent with sanding and plowing, as needed. Finally, G. Russell reported working on gathering prices for a smoke detector and automatic alarm for the Town Office Building.

Transfer Station: G. Russell noted that with help from the Road Agent, he cleared the location at the Transfer Station for the future highway garage. He reported that they have baled 1 aluminum bale and 1 bale of plastic. He is working on setting up a new recycling drop off area for the Transfer Station users.

**TOWN ADMINISTRATOR:**

The Town Administrator reported that he has been helping the Fire Department with their Assistance to Firefighter's Grant Application and thanked Tom Babbit for his help. He reported that he is still working to get in touch with NH HSEM regarding the 2017 FEMA projects and reimbursement request process. The Town Administrator reported working on a number of year end tasks and also mentioned that the preliminary tax

rate has been set by DRA.

### **NEW BUSINESS:**

- a) The Board of Selectmen reviewed and discussed the preliminary tax rate assigned by the NH Department of Revenue. After discussion, *C. Sackett moved to utilize \$200,000 from the unreserved fund balance to offset the preliminary tax rate. This would set the Tax Rate at \$18.12 and allow the Town to retain 13.7% of its budget as Fund Balance. The motion was seconded by T. Bixby. Vote: Bixby – yes, Chandler – yes, Sackett- yes, and the motion passed 3-0-0.* The Board thanked the Town Administrator for preparing the budget package for review.
- b) The Town Administrator asked permission to light up the rocket with holiday lights. The Board of Selectmen thought it was a great idea.
- c) The Board of Selectmen reviewed the budget proposed for General Government. There were minor increases proposed for elections, NH Retirement System contribution, insurances, and utility expenses. The Administrator noted that George Russell, did not request an increase in pay but requested 5 additional vacation days, for a total of 10. The Administrator noted that Mr. Russell has been employed with the Town for 9 years. *C. Sackett moved to offer Mr. Russell an increase in pay of \$1/hour, as well as, 5 additional vacation days. T. Bixby seconded the motion. The Board of Selectmen thanked George Russell for his dedication to the Town of Warren and willingness to help out other employees and residents. Vote: Bixby – yes, Chandler – yes, Sackett-yes, and the motion passed 3-0-0.*
- d) The Board of Selectmen reviewed the budget proposed for the Police Department as presented by the Chief of Police. The proposed budget for 2022 was \$1625 less than the 2021 budget. The majority of these savings represent a decrease in the line item for prosecution. *C. Sackett moved to accept the Police Department budget as presented. C. Chandler seconded the motion. Vote: Bixby – yes, Chandler – yes, Sackett- yes, and the motion passed 3-0-0.*

### **OLD BUSINESS:**

- a) The Town Administrator asked whether the Board of Selectmen would like to accept personal checks as a form of deposit for the Town owned property auction. The Board of Selectmen stated that they wanted cash, money order, or cashier's check, as outlined by the auctioneers.
- b) The Town Administrator reminded the Board of Selectmen that there is a Hazard Mitigation Plan Meeting on December 9<sup>th</sup> at the Town Hall, at 1:00.

**CORRESPONDENCE:** Selectman Chandler expressed concerns and questions regarding the request letter submitted by the Warren-Wentworth Ambulance Service. Selectman Chandler noted that he had independently reviewed the publicly available tax returns for WWAS for 4 years and stated that it appeared the organization was operating in the black. Selectman Chandler suggested WWAS provide information relating to salaries and pay scale for review. Additionally, Selectman Chandler

questioned what has occurred since December 2019 that would explain the increased municipal request. The Board of Selectman asked the Administrator to reach out to Chief Clay at WWAS and invite him to an upcoming meeting of the Selectboard to discuss the request.

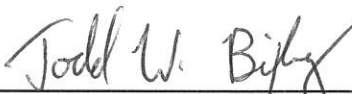
**ADJOURN:**

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

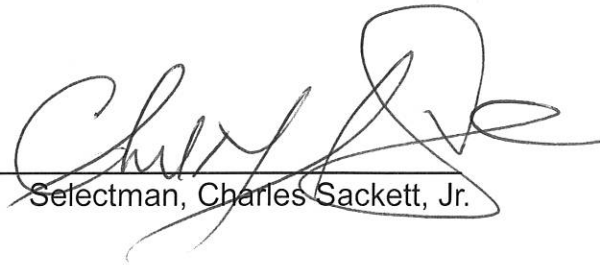
The Board adjourned at approximately 6:20 PM.



Chairman, Charles Chandler



Selectman, Todd Bixby



Selectman, Charles Sackett, Jr.