

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, December 15, 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, Treasurer – Sheila Foote, WVSF Chairman – Don Bagley, Deputy Tax Collector – Marlene Wright

Public Present: Shirlee McCartin and Jeremy Hair

TREASURER'S REPORT:

Selectman Chandler requested that the Treasurer provide her report to the Board of Selectmen prior to reviewing and approving the manifest.

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

The Town of Warren Operating Account has a negative balance of \$124,264.56 after tonight's approved manifest total of \$126,084.10.

The Tax Collections Account balance is \$139,108.83.

The Town Clerk Collections Account balance is \$5,000.

The ARPA Account balance is \$48,994.84.

Treasurer, Sheila Foote noted that she will soon transfer the Town Office Renovation Project costs from the ARPA Account to the Town of Warren Operating Account, as the construction of two new offices was identified as a physical plant change that occurred directly as a result of the COVID-19 pandemic.

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

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.*

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 including an alarm activation at the Glenclyff Home for the Elderly.

TRANSFER STATION/BUILDINGS & GROUNDS REPORT:

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

Grounds: G. Russell reported that he has been helping the Road Agent with plowing and snow removal, as needed. G. Russell moved the fireproof cabinets to the former office of the Supervisor's of the Checklist. He reported he is working on signs for library parking. Gilpatric Recycling offered the Town \$1,200 for the town's 2007 Ford F-550. G. Russell noted that scrap value is between \$400-\$500 and asked whether we could sell it directly to Gilpatric or put it out to bid. The Selectman agreed that putting the vehicle out to bid was the best way to proceed.

Transfer Station: G. Russell reported that scrap metal and aluminum cans have been shipped out. He reported that beginning this weekend, the new recycling drop off building will be utilized. Finally, G. Russell reported that 1 bale of plastic was completed.

TOWN ADMINISTRATOR:

The Town Administrator reported that he has been in touch with the Town's auditor and they will be beginning their field work in Warren on January 13. The Administrator reported that the Town's operating budget was nearing completion and that tax bills were recently mailed and due January 13.

NEW BUSINESS:

- a) The Board of Selectmen reviewed the budget proposed for the Fire Department. The overall budget increased \$1623, with Forest Fire equipment accounting for \$950 of the increase. The Board of Selectmen accepted the budget as presented for presentation at the Budget Hearing on February 8, 2022.
- b) The Board of Selectmen reviewed the budget proposed for the Highway Department. The overall budget increased \$41,370, with Compensation accounting for \$34,370 of the increase. Of the \$34,370, Road Agent Wages accounted for \$7,750, Assistant Wages accounted for \$25,000, and OT accounted for \$1,000. Additionally, the budget for Sand, Salt, and Materials was increased by \$5000 and Vehicle Maintenance and Equipment was increased by \$2,000. There was brief discussion regarding the budget. The Selectman accepted the budget as presented for presentation at the Budget Hearing on February 8, 2022. Selectman Chandler moved to offer John Corso the hired position of Road Agent at a salary of \$52,000 annually, beginning immediately after Town Meeting in 2022, pending acceptance by Mr. Corso after a discussion regarding benefits, such as vacation time. T. Bixby seconded the motion. There was brief discussion. An amendment to the original motion was proposed by

Selectman Chandler, to offer John Corso, the hired position of Road Agent at a salary of \$52,000 annually pending acceptance from Mr. Corso after the Town's personnel policy has been adopted in January or February 2022. The amendment was seconded by T. Bixby. *Vote: Bixby – yes, Chandler – yes, Sackett – yes, and the motion passed 3-0-0.*

- c) The Board of Selectmen reviewed and signed an intent to cut for Tax Map 233, Lot 038. Owner/Logger: Warren Sand and Gravel.
- d) The Town Administrator provided the Board of Selectmen with an email from the State of New Hampshire Historical Resources Division regarding the placement of Highway Marker commemorating the story of Sarah Witcher and the Bear. The Administrator explained that an elementary school class in the southern part of the State of NH read the stories and petitioned the State for a historic highway marker. The Board of Selectman agreed to work with the State of New Hampshire for placement of the historic marker and thanked the first and second students of Dublin Christian Academy. They instructed the Town Administrator to work with NH Historical Resources and DOT regarding the placement of the sign, which they noted should be placed near Pinky's Corner or the Glencriff side of Swain Hill Road.
- e) The Town Administrator reported that he had gotten in contact with Paul Hatch at HSEM regarding the Breezy Point Bridge abutment project. He was instructed on how to apply for an extension through the 2022 construction season and will be completing that over the next few days.

CORRESPONDENCE: The recent correspondence was reviewed by the Board of Selectmen.

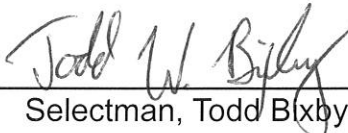
ADJOURN:

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 5:50 PM.



Chairman, Charles Chandler



Selectman, Todd Bixby



Selectman, Charles Sackett, Jr.