

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, November 3, 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, Chief of Police – John Semertgakis

**Public Present:** Shirly McCartin, Jeremy Hair, Scott Brown

**SELECT BOARD MANIFEST:** C. Sackett *moved approval of the manifest. T. Bixby 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 October 6, 2021. T. Bixby *moved approval of the minutes as presented. C. Sackett seconded the motion. Vote: Chandler -yes, Bixby – yes, Sackett –yes. The motion passed 3-0-0.* The Board reviewed the minutes from October 20, 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.*

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account balance is \$186,517.52 after tonight's approved manifest total of \$171,275.53.

The Tax Collections Account balance is \$385,558.40

The Town Clerk Collections Account balance is \$5,530.40.

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.*

**TAX COLLECTOR'S REPORT:**

The Tax Collector provided receipts to the Board for review.

**FIRE DEPARTMENT:**

Fire Chief, Art Heath reported a recent call for a potential house fire on Route 25. He

reminded everyone to call 9-1-1 in an emergency.

#### **CHIEF OF POLICE REPORT:**

Chief John Semertgakis offered a report of recent activity to the Board of Selectmen. Sex Offender Registration; SOR completed at the office. Motor Vehicle Collision, Route. 25; car vs. drainage ditch, no injuries, driver reports she moved to far over to compensate for another vehicle entering the laundry mat. Animal Complaint / Domestic issue; report of an argument concerning the possession of a cat. Untimely Death Meador Pond Trail; Fish and Game responded to a report of a man succumb to cardiac arrest while on an OHRV.

20 Motor Vehicle Stops, 3 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 suggested using approximately \$7,000 of the ARPA Funds so that the South Main Street Water District could install the emergency generated that was donated to and accepted by the SMSWD. The new doors at the Town Hall are being stalled on November 14. G. Russell also reported that he has been moving around equipment and helping with the Pine Hill project. He is also working on his 2022 budget.

Transfer Station: G. Russell reported that the scrap metal and aluminum cans were shipped out and that one bale of plastic was produced. He reported that he is getting ready for winter and cleaning up. He is also working on his 2022 budget.

#### **TOWN ADMINISTRATOR:**

The Town Administrator reported that he has been working on the budget with department heads and is finishing up the tax rate setting process. He shared that he is also working on other end of the year tasks.

#### **NEW BUSINESS:**

- a) Selectman Sackett noted that he received a call from Angel Eckstrom, a member of regional health consortium based in Plymouth. C. Sackett relayed her message that the flu vaccine clinic at the school was a success and was very well organized thanks to the help of the principal, nurse, and other members of the school staff. C. Sackett also shared that there is a COVID-19 mobile vaccine van that is willing to come to Warren and asked the other members of the Board if the Town Administrator could set that up. The other members of the Board agreed it was a great idea.
- b) The Board of Selectmen reviewed and signed 2021 Ratio Study Report for KRT.

- c) The Board of Selectmen reviewed and agreed to proceed with the following departmental budgets for purposes of preparing the 2022 budget for Town Meeting.

Welfare

2021: \$3,501

2022: \$3,501.

Culture & Recreation

2021: \$51,448

2022: \$52,528

Conservation & Debt Service

2021: \$15,945

2022: \$15,945

Insurances

2021: \$51,160

2022: \$53,348

#### **OLD BUSINESS:**

- a) The Town Administrator shared the Model Flood Plain Ordinance Administrative Procedures as prepared by the New Hampshire Office of Strategic Improvement.
- b) The Board of Selectmen agreed to let Donna Jessemen set up the Christmas Village, at the Town Hall. Dates will be announced later directly from Donna Jessemen. The Board of Selectboard meetings will be at the Town Hall on December 15 and December 29.
- c) The Town Administrator presented the Board an RFP for Contract Assessing Services. The Board reviewed and authorized the Town Administrator to put out the request for proposal. The Town Administrator noted that the contract with KRT Assessing expires at the end of the year.

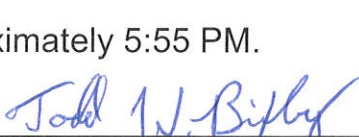
**CORRESPONDENCE:** The recent correspondence was reviewed by the Town Administrator, including an announcement from Grafton County regarding broadband infrastructure.

#### **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 5:55 PM.

  
Chairman, Charles Chandler

  
Selectman, Todd Bixby

  
Selectman, Charles Sackett, Jr.