

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, October 20, 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, WWSB Chairman – Don Bagley, Deputy Tax Collector – Marlene Wright, Chief of Police – John Semertgakis

**Public Present:** Shirly McCartin, Jeremy Hair, Scott Brown, Jay and Jim St. Jean

**TOWN OWNED PROPERTY:** St. Jean Auctioneers presented their opinions regarding the auction of several town owned properties. There was general discussion about the properties, market conditions, and other municipalities that have had an auction this year. The Board thanked the gentlemen for attending the meeting and sharing their thoughts. Selectman Chandler noted that the auction would be discussed later in the meeting.

**PUBLIC HEARING - ARPA FUNDS:** *At 5:10, Selectman Chandler moved to enter a public hearing to discuss acceptance of the ARPA funds, pursuant to RSA 31:95-b, made available to the Town of Warren. Selectman Sackett seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – yes. Selectman Chandler asked if anyone would like to speak for or against accepting the funds. There was no comment. Selectman Chandler moved to accept the entirety of the ARPA funds, pursuant to RSA 31:95-b, made available to the Town of Warren, to include both tranches. Selectman Sackett seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – yes. At 5:15, Selectman Chandler moved to exit the public hearing. Selectman Sackett seconded the motion. Vote: Chandler – yes, Sackett – yes, Bixby – yes.*

**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 September 22, 2021. C. Chandler moved approval of the minutes as presented. T. Bixby seconded the motion. Vote: Chandler -yes, Bixby – yes, Sackett – abstained as he was absent from the meeting. The motion passed 2-0-1.

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account balance is \$341,152.11 after tonight's approved manifest total of \$41,558.54.

The Tax Collections Account balance is \$385,084.33.

S. Foote noted that she would be away from October 24 through October 27.

S. Foote presented additional documentation relating to the Town of Warren Town Clerk Collection account which was reviewed and signed by Chairman Chandler.

T. Bixby *moved acknowledgement of the Treasurer's Report. C. Chandler 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 two calls. Ambulance Assist on Route 25. Secondly, Chief Heath reported a call for an electrical issue, which turned out to be a dead battery in a smoke alarm. Chief Heath also expressed concerns about the Lakes Region Mutual Aid Building, which is alleged to be for sale by the State of New Hampshire. Lastly, Chief Heath noted that they did not receive the Aid to Firefighter's grant for self-contained breathing apparatuses.

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

Chief John Semertgakis offered a report of recent activity to the Board of Selectmen. Domestic Disturbance, Route 118; State Police responded to a domestic disturbance, verbal incident, parties separated. Welfare Check, Route 25 in Glencliff; emergency services passed this on to FD, as it seemed to be an issue with an oven. Domestic Disturbance, Route 25 in Glencliff; ongoing domestic issues, restraining order issued. Lost hikers, 2 Ponds Trail; Fish & Game dispatched to Snowmobile trail 516 for a self-reported lost hiker with his wife and dog. Found just after dark, no injuries.

12 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 he had repaired the Town Hall deck by jacking up the floor joist and resecuring with nails. He helped do some set up for Fall Festival. Worked on moving some office materials and getting file cabinets put away. He also reported working on getting the dry hydrant installed at the Dam, which is scheduled for Monday, October 25.

Transfer Station: G. Russell reported that the Transfer Station is now on winter hours, closing on Wednesdays until April 2022. Scrap metal and aluminum cans will be shipped out soon. He reported having baled 1 aluminum cans and 1 bale of plastic. G. Russell concluded his report by stating that he was working on the budget for 2022.

#### **TOWN ADMINISTRATOR:**

The Town Administrator reported that he is expecting to have the Tax Rate from DRA within the next few weeks. He also noted that he had not gotten letters out regarding back taxes, but will work to get that done soon. He reported that he met with Paul Hatch and noted that there is one project that needs to get done before January. He shared the insurance rates for the upcoming year and also noted that he was working on the personnel policy and purchasing policy, among others.

#### **NEW BUSINESS:**

- a) The Board of Selectmen reviewed and signed landowner permission slip for use of the trail beside the Redstone Missile for the snowmobile club.
- b) The Board reviewed the proposals for Pine Hill Road. Two bids were received from Blaktop and GMI. After a brief discussion and comparison, C. Sackett moved to award the contract to GMI. T. Bixby seconded the motion. *Vote: Chandler – yes, Sackett – yes, and Bixby – yes.*
- c) The Town Administrator outlined the department budget schedule. The Board agreed and it was decided that budget review would begin on November 3, 2021.

#### **OLD BUSINESS:**

- a) The Town Administrator noted that he had a meeting with FEMA to discuss Flood Plain management practices on Monday, October 25 and he would provide the Board with an update after that.
- b) The Board of Selectmen continued to discuss Town Hall usage in December. They suggested that the Town Administrator ask Donna Jesseman if she would be willing/able to accommodate a shorter Christmas Village Display. The Administrator agreed and stated he would get back with the Board in advance of the next meeting.
- c) The Town Administrator and Board of Selectmen continued the discussion regarding the auction of Town owned property. C. Sackett moved to authorize the Chairman of the Board to sign the contract to sell 5/6 properties that were shared with St. Jean Auctioneers. The exception was the property owned by the Town at 354 NH Route 25. The Administrator noted that this property was under review by D.E.S. for potential remediation and grant options.

**CORRESPONDENCE:** The recent correspondence was reviewed by the Town Administrator.

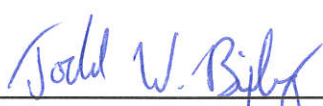
**ADJOURN:**

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

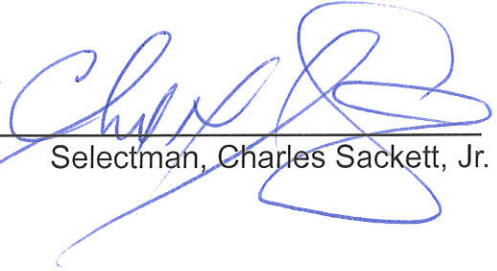
The Board adjourned at approximately 5:55 PM.



Chairman, Charles Chandler



Selectman, Todd Bixby



Selectman, Charles Sackett, Jr.