

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, January 12, 2022**

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, Planning Board Member – Shirlie McCartin

Public Present: Alex Nuti-de-Biasi and Jeremy Hair

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.*

MEETING MINUTES: C. Sackett *moved approval of the December 29 minutes of the Selectboard Meeting. T. Bixby seconded the motion. Vote: Bixby – yes, Chandler – yes, Sackett – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT: Don Bagley reported that installation of the emergency generator at the school is complete and the generator is working properly. Mr. Bagley also expressed concerns about occasional loss of water pressure at the school.

TREASURER'S REPORT:

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

The Town of Warren Operating Account has a balance of \$442,467.04 after tonight's approved manifest total of \$117,230.42.

The Tax Collections Account balance is \$213,215.96.

The Town Clerk Collections Account balance is \$5,906.50.

C. Sackett *moved acknowledgement of the Treasurer's Report. T. Bixby 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 EMS assist and motor vehicle accident at the intersection of Batchelder Brook and Route 118.

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 reported that he ordered a filing cabinet for Property Record folders and is continuing to work on preparing records for storage.

Transfer Station: G. Russell reported that he watched a webinar on USDA grants for recycling equipment. Pick up of the electronic recyclables was delayed due to weather and is rescheduled for January 12, 2022. G. Russell reported he is applying for a grant through New Hampshire the Beautiful for a trailer to haul recyclables to market. One bale of cardboard this period.

CHIEF OF POLICE:

Chief John Semertgakis offered a report of recent activity to the Board of Selectmen. Welfare Check, Pleasant View; welfare check for medical reasons, EMS on scene, police canceled. Welfare Check, Station Road; ongoing issue with out of state parent. Disabled Motor Vehicle, Lake Tarleton Road; vehicle slid off road, no injuries. Welfare Check, Simmons Drive, ACHS called to check the welfare of a person who had missed several appointments. Person was found with medical issues, transported to Speare Hospital. Motor Vehicle Collision, Batchelder Brook; vehicle slid into bridge, no injuries, airbags deployed.

TOWN ADMINISTRATOR:

The Town Administrator reported that he has started working on the Town Report. He reported that he has also been working to complete the budget, as well. He also noted that he is still working on the personnel policy, while noting that the procurement policy had been presented to the Board for initial review a few days ago.

NEW BUSINESS:

- a) The Board of Selectmen reviewed and signed an intent to cut for property identified as Tax Map 239, Lot 005. Owner/Logger: Daniel Clark. The Board signed the intent to cut for Mr. Clark.
- b) Selectman Chandler clarified that the date of the Town Budget Hearing is February 8, at Warren Village School, in the gymnasium at 6:00 pm. The Board of Selectmen briefly reviewed and discussed proposed Warrant Articles, prepared by the Town Administrator and department heads. A list of the proposed articles, approved by the Board of Selectmen for discussion at the Budget Hearing can be found attached to the minutes of the January 12, 2022

meeting. The Board decided to review trust fund allocations at the next regular meeting of the Selectboard.

- c) During the discussion regarding the Warrant Articles, Don Bagley addressed concerns about the funding request of WWAS for 2022 and presented the Board of Selectmen with information about community population and call volume. There was brief discussion regarding concerns about the loss of revenue during the last fiscal year, as well as, a general discussion and brief comparison to other services in rural parts of the state. The Board of Selectmen requested that the Town Administrator reach out to the Town of Wentworth to get a feel for their position regarding the increase.
- d) The Town Administrator shared briefly described the proposed Procurement Policy and answered a few general questions from the Board. There will be further consideration at the January 26 meeting.
- e) Parks and Recreation requested permission to use the common for a display of antique snowmobiles on February 26, 2022 for an event called Winter Fest. The Board had no concerns with the use of the common, including the use of the groomer.

OLD BUSINESS:

- a) Selectman Chandler moved to enter into an agreement with KRT for Cyclical Revaluation. C. Sackett seconded the motion. *Vote: Bixby – yes, Chandler – yes, Sackett – yes, and the motion passed 3-0-0*
- b) The Town Administrator reported that two winners of parcels of town owned property had withdrawn their bids and had inquired about getting their deposits refunded. Selectman Chandler noted that the Board is not obligated to return the deposit, however, he was in favor of returning the deposits and proceeding with the next highest bidder. The Board agreed to accept the bids of the second highest bidders from the December 10 property auction and to refund the deposits of the initial high bidder. The Administrator also noted that the had still not received the deeds.

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

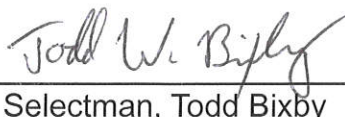
ADJOURN:

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 6:20 PM.



Chairman, Charles Chandler



Selectman, Todd Bixby

Selectman, Charles Sackett, Jr.



Article 14 Repair Town Hall Floor

To see if the town will vote to raise and appropriate the sum of five thousand three hundred dollars (\$5,300) for the purpose of refinishing the Town Hall floor.

Article 15 Repairs to Sanford Memorial Field

To see if the town will vote to raise and appropriate the sum of one thousand dollars (\$1,000) for the purpose of making repairs to the Sanford Memorial Field backstop.

Article 16 Welcome to Glencliff Signs

To see if the town will vote to raise and appropriate the sum of five hundred dollars for the purpose of purchasing and installing signs to identify the Village of Glencliff.

Article 17 Fire Department Expendable Trust Fund

To see if the Town will vote to raise and appropriate the sum of one thousand and twenty four dollars (\$1,024) to be added to the Fire Department Expendable Trust Fund with said funds to come from unassigned fund balance as of December 31, 2020, with no funds to be raised from taxation. This amount represents a portion of the surplus of the Fire Department 2021 budget.

Article 18 Upgrades to Town Office

To see if the town will vote to raise and appropriate the sum of three thousand six hundred dollars (\$3,600) for the purpose of installing security features and smoke/heat sensor at the Town Office.

Article 19 Engage Professional Grant Writing Services

To see if the town will vote to raise and appropriate the sum of five thousand dollars (\$5,000) for the purpose of engaging professionals to assist the Town project development, grant writing, project management, and grant management with said funds to come from the Community Development Special Revenue Fund. The selectmen recommend this article, 3-0.

Article 20 Purchase Trailer for Transfer Station

To see if the town will vote to raise and appropriate the sum of seven thousand five hundred dollars (\$7,500) for the purpose of purchasing a trailer to bring recycled goods to market. The Town is applying for a grant to assist with the purchase of trailer.

Article 21 Establish SCBA CRF

To see if the town will vote to establish a Self-Contained Breathing Apparatus Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of raising funds for the



future purchase of self-contained breathing apparatus and to raise and appropriate the sum of \$20,000 to be placed in this fund. Further, to name the Board of Selectmen as agents to expend from said fund. Recommendations Required (Majority Vote Required)*

Article 22 Maintaining Beech Hill Road Pavement

To see if the town will vote to raise and appropriate the sum of eight thousand dollars (\$8500) for the purpose of completing preventative maintenance on Beech Hill Road with said funds to come from the Paving Expendable Trust Fund. This is a non-lapsing article. The Selectmen recommend this article, 3-0. (Majority vote required)

Article 23 Complete SCBA Replacement

To see if the town will vote to raise and appropriate the sum of one hundred forty thousand dollars (\$140,000) for the purpose of complete replacement of 14 SCBA equipment units, with one hundred thirty-three thousand and three hundred dollars (\$133,300) from grants, one thousand two hundred dollars (\$1200) to come from the Fire Department Expendable Trust Fund and five thousand five hundred dollars (\$5,500) to come from the unassigned fund balance. No funds to be raised by taxation. This article is contingent upon receipt of the above grant. This article is non-lapsing until December 31, 2024. The Selectmen recommend this article, 3-0.

Article 24 Reconstruction of Pine Hill Road

To see if the town will vote to raise and appropriate the sum of one hundred twenty five thousand dollars (\$125,000) for reconstruction of Pine Hill Road and to authorize the issuance of not more than one hundred twenty five thousand dollars (\$125,000) of bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the municipal officials to issue and negotiate such bonds or notes and to determine the rate of interest thereon; This is a non-lapsing appropriation and will not lapse until Pine Hill has been reconstructed or December 31, 2024, whichever is sooner. These funds are to be added to funds approved at Town Meeting 2021. (3/5 ballot vote required)

Article 25 Conduct any other business

To transact any other business that may legally come before said meeting.