

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, April 6, 2022**

**CALL TO ORDER:**

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

**Select Board Members Present:** Shirley McCartin, Todd Bixby, Chuck Sackett

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

**Public Present:** Jeremy Hair

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

**APPROVAL OF MINUTES:** *T. Bixby moved approval of the February 23, 2022 Selectboard meeting minutes. C. Sackett seconded the motion. Vote: Bixby – yes, McCartin – abstained, Sackett – yes, and the motion passed 2-0-1. C. Sackett moved approval of the March 23, 2022 Selectboard meeting minutes. S. McCartin seconded the motion. Vote: Bixby – yes, McCartin – yes, Sackett – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:** Dalton Scott asked permission to use the Sanford Memorial Ballfield on Lund Lane throughout the summer, beginning with a softball tournament on April 23. The Selectboard agreed and asked that the Town Administrator provide Mr. Scott the Community Use of Facilities agreement. There was additional discussion about the culvert at the corner of Lake Tarleton Road and Water Street near the KP Hall. There was additional discussion regarding contacting DOT to relay concerns about the culvert, missing road signs including speed limit signs, and newly extended passing zone which now exists in front of multiple houses on Lake Tarleton Road. The Board of Selectmen asked the Town Administrator to contact DOT.

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account has a balance of \$323,180.25 after tonight's approved manifest total of \$113,436.48.

The Tax Collections Account balance is \$241,746.54.

The Town Clerk Collections Account balance is \$3,000.

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

**FIRE DEPARTMENT:**

Fire Chief, Art Heath reported a call for an ATV accident; there was no ATV accident found. Chief Heath reported that 9 firefighters were CPR certified at a class held by the Warren-Wentworth Ambulance Service.

**POLICE DEPARTMENT:**

Police Chief John Semertgakis reported his recent activity to the Board of Selectmen. Animal Complaint, Lake Tarleton Road; report of a loose husky in the area, did not locate. Animal Complaint, Route 25; report of a German Shepherd running through traffic. Located and transported to Laconia Humane Society. Paperwork service, Studio Road; court papers served.

Additional Notes: 25 Stops, 3 Citations

**ROAD AGENT:**

Road Agent John Corso reported that most of the mud is gone and the roads are in much better shape. He thanked the residents for their patience with the mud, which was worse this year than normal, he noted. Swain Hill still needs a bit of attention which J. Corso will tend to later this week or next. He reported that the transmission in the grader needs to be replaced. Kevin Knapp is looking into possible repairs. There was discussion about ways to procure a grader while we were waiting for more information. T. Bixby informed the Board that he met with the Town of Wentworth, who has offered use of their grader and operator, if needed. He also shared that there are options to rent a machine for a few weeks. The Board of Selectmen thanked the Selectboard of Wentworth for their willingness to work together and noted that this type of collaboration was good for both communities. Everyone agreed.

**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 ordered 2 new picnic tables for the Common area. He assisted the Road Agent move equipment. He has started spring clean up of flower beds. G. Russell asked for the Selectboard's approval to remove the fence at the Veteran's Memorial. The Board agreed that was the best decision at this time. There was discussion about alternatives and the public shared their ideas for the Board. At this time, there is no immediate plan to replace the old fence. More records were moved into storage.

Transfer Station: G. Russell reported summer hours at the Transfer Station have started. Open Wednesdays 2-6, Saturday 9-3 & Sunday 11-3. He reported that they are going to put a roof between two of the storage containers for additional storage. The material used for that project came from the old salt shed that was damaged in a windstorm last year. 1 bale of plastic was baled.

#### **TOWN ADMINISTRATOR:**

The Town Administrator reported that DOT has placed a marker for the Sarah Witcher Historical Marker near the Glenclyff end of Swain Hill Road. He reported that he is meeting with Janice at the end of the week to complete quarterly reporting for FEMA and HSEM which is due April 15. The Administrator informed the Board that Old Home Day Committee met last night and the dates for Old Home Day are July 8,9 & 10. The Administrator mentioned that he was working on reporting for Primex, producing the RFP for Breezy Point, crafting the Town's personnel policy, as well as working to complete tasks in the DRA portal. Lastly, the Town Administrator noted that he was working to keep track of different funding opportunities for the Town, including federally and state funded programs such as ARPA funds.

#### **NEW BUSINESS:**

- a) The Town Administrator shared the dates of Parks & Recreation's Summer Concert Schedule: June 3, July 8, August 5, September 2, September 9
- b) The Town Administrator asked permission for Parks & Recreation to utilize the Town Hall on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month. The Selectboard agreed and wished the organizers luck.
- c) The Board of Selectmen reviewed and signed the Reports of Cut for Operation 21-465-01T & Operation 21-465-05T
- d) The Board of Selectmen reviewed and signed the Intent to Cut for property identified as Map 251, Lots 3 & 4; Owner: Richard Leikauskas; Logger: Jordan King.
- e) The Board of Selectmen authorized the Town Administrator to enter into agreement with G. Sansoucy for Utility Valuations.

#### **OLD BUSINESS:**

- a) The Town Administrator informed the Board that there will be a FEMA Floodplain Management meeting, including an onsite review, during the week of June 20, 2022.
- b) The Board of Selectmen reviewed a list of several street lights that were identified by a resident as potentially unnecessary. The Town Administrator stated he would put together something visual for the Board to review.
- c) The Board reviewed and signed the Assessing Contract with KRT Appraisal.
- d) The Town Administrator shared that he expects to have bond information and paving information from multiple vendors for discussion at the April 20, 2022 meeting.

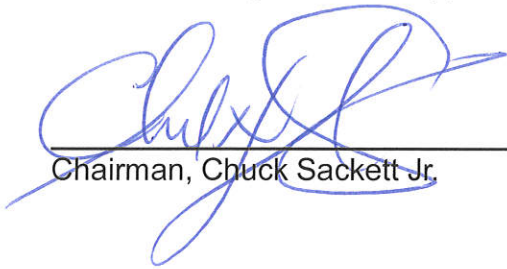
**CORRESPONDENCE:**

- a) The Town Administrator shared a notice regarding the spraying of vegetation under the high voltage power lines.

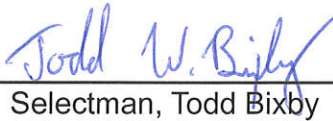
**ADJOURN:**

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

The Board adjourned at approximately 5:45 PM.



Chairman, Chuck Sackett Jr.



Selectman, Todd Bixby



Selectman, Shirley McCartin