

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, May 18, 2022**

CALL TO ORDER:

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

Select Board Members Present: Chuck Sackett and Shirley McCartin. T. Bixby via phone.

Staff/Officials Present: Fire Chief – Art Heath, Police Chief – John Semertgakis, Town Administrator – Austin Albro, Road Agent – John Corso, Treasurer – Sheila Foote, Deputy Tax Collector – Marlene Wright.

Public Present: Jeremy Hair, Tom Babbit, Elisabeth Foote, Donna Hopkins

SELECT BOARD MANIFEST: C. Sackett *moved approval of the manifest. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes and the motion passed 2-0-0.*

APPROVAL OF MINUTES: The Board reviewed the draft of the May 4 meeting minutes.

PUBLIC COMMENT: Tom Babbit, Mount Moosilauke ATV Club, shared that trail system opens Monday, May 23 and that the club would be treating portions of the trail with calcium chloride. T. Babbit let the Board know that they were waiting to hear back regarding grant funds for the upcoming season.

TREASURER'S REPORT:

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

The Town of Warren Operating Account has a balance of \$196,117.84 after tonight's approved manifest total of \$34,605.36.

The Tax Collections Account balance is \$245,712.16.

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

C. Sackett moved acknowledgement of the Treasurer's Report. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.

ROAD AGENT:

Road Agent John Corso provided a brief update about the grader and suggested that the repair could be complete in as soon as 3 weeks. J. Corso discussed the culverts on Pine Hill Road that still need to be changed. The Road Agent indicated that after

the meeting on May 5, he had been on site and took measurements. A sketch was provided for the Board's review. After discussion, the Road Agent and Board of Selectmen agreed that replacing the existing metal culverts with plastic culverts, without making substantial alterations to the flow of stormwater runoff would be the best way for the Town to proceed. The Road Agent indicated that he would like to hire C.M. Whitcher to replace the culverts. The Board agreed that this would be the most efficient way to replace the culverts. Selectman Sackett confirmed with Selectman Bixby that he agreed with this plan of action for Pine Hill. Selectman Bixby confirmed via phone that he 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 has started mowing all areas throughout Town. The floor resurfacing at the Town Hall is scheduled to start May 23 and is expected to be complete for June 1. G. Russell reported that he helped J. Corso with drainage on Pine Hill and is staining picnic tables for the Common.

Transfer Station: G. Russell shipped out 32 bales of cardboard. Thank you to John Corso for trucking and to T. Bixby for allowing the Town to use his trailer to get the baled cardboard to the APC Paper Group in Claremont for recycling. Janine Maher and George Hight attended the annual conference put on by NRRA. 1 bale of aluminum of was made.

TOWN ADMINISTRATOR:

The Town Administrator provided the Selectmen with an update to list of tasks and descriptions of what the office has been working on. The Administrator reported that a letter was sent to D.O.T. on May 17 describing the Town's concerns regarding the missing road signs, catch basin at the corner of Route 25 and Lake Tarleton Road, as well as, the passing zone in a densely settled area of Lake Tarleton Road. The Administrator stated that he was in contact with the GOFERR office regarding eligible expense under the Locality Equipment Purchase program. The Administrator stated that he rescheduled the meeting with NH DES regarding the potential Brownsfield Project on Route 25. The Administrator provided an update and let the Selectmen know that he would be meeting with HSEM regarding the 2017 storm reimbursements on June 6, 2022.

NEW BUSINESS:

- a) The Town Administrator opened the sealed bid for the repair of the Breezy Point Abutment Repair. One bid was received. The bid came from C.M. Whitcher Excavation LLC for \$15,500. Selectmen Bixby clarified that this bid did not include the purchase of materials. The Town Administrator confirmed that Mr. Bixby was correct. The Administrator indicated that he needed to contact Paul Hatch, HSEM, regarding the expected cost overruns, now that labor had been

secured. C. Sackett moved to award the Breezy Point Bridge Approach Repair job to C.M. Witcher Excavation, LLC. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.

- b) The Town Administrator noted that Katelyn Robinson of NCIC would be in attendance at the June 1, 2022 meeting to discuss potential opportunities for the Town of Warren to work with NCIC to accomplish the Town's goals while leveraging available funding opportunities.

OLD BUSINESS:

- a) Chairman Sackett acknowledged the passing of Charlene Kennedy, the Town's Tax Collector for the last 19 years, noting that she was an incredibly valuable and dedicated resident of the Town of Warren. C. Sackett suggested that the Town accept letters of interest of residents interested in serving as Tax Collector for 4 weeks. The Board agreed.
- b) The Administrator noted that the Hazard Mitigation Plan would be up for approval at the next Selectboard meeting.

ADJOURN:

C. Sackett moved the adjournment of the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: Sackett – yes, McCartin – yes, and the motion passed 2-0-0.

The Board adjourned at approximately 5:25 PM.



Chairman, Chuck Sackett Jr.

Selectman, Todd Bixby



Selectman, Shirley McCartin