

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 2, 2022**

CALL TO ORDER:

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

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

Staff/Officials Present: Fire Chief – Art Heath, Town Administrator – Austin Albro, Deputy Tax Collector – Marlene Wright, Tax Collector – Maria Sanders, Chief of Police – John Semertgakis

Public Present: Jeremy Hair

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

APPROVAL OF MINUTES: *S. McCartin moved approval of the October 19, 2022 meeting minutes, as presented. T. Bixby seconded the motion. Vote: McCartin – yes, Bixby – yes, Sackett – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT: None

TREASURER'S REPORT:

Treasurer, Sheila Foote was not present at the meeting but provided a report to the Board for review.

The Town of Warren Operating Account has a balance of \$216,832.43 before tonight's approved manifest total.

The Tax Collections Account balance is \$339,754.13.

The Town Clerk Collections Account balance is \$6,641.50.

S. McCartin moved to acknowledge receipt of the Treasurer's report. T. Bixby seconded the motion. Vote: McCartin – yes, Bixby – yes, Sackett – yes, and the motion passed 3-0-0.

FIRE CHIEF:

Chief Heath reported recent activity to the Board of Selectmen. Construction Accident at Breezy Point Bridge. False alarm at Warren Village School. Fire Prevention at Warren Village School. EMS Assist. Chief Heath noted that he was following up with the radio reprogramming grant.

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 the electrical repair on the Common has been completed. Smoke detectors and panic alarms have been installed at the Town Office. He continues to help the Road Agent move equipment. G. Russell reported he is working on completing the Buildings and Grounds budget.

Transfer Station: G. Russell reported that the electrical outlet for the backhoe has been repaired. The compactor is scheduled for repair next week. One bale of aluminum cans was produced. G. Russell reported that he is putting items into storage ahead of the winter.

CHIEF OF POLICE:

Police Chief John Semertgakis was present at the meeting and provided a written report of his recent activity to the Board of Selectmen. Motor Vehicle Collision, Route 25 in Glenclyff; found vehicle at the AT parking with heavy damage. The owner of the vehicle found in Haverhill. Domestic Disturbance, Route 118; domestic issue, parties separated. Paperwork Service, Route 118; restraining order served. Suicidal Subject, Simmons Drive; a resident experiencing suicidal ideations was transported by Warren PD to Spear Memorial Hospital. Untimely Death, Moody Lane; State Police investigating a suspected suicide. VIN Verification, Lake Tarleton Road; VIN check on SUV. Medical Emergency, Breezy Point Road; call came in as a person trapped under an excavator Freed upon arrival, transported to Speare with extensive injuries. Trespass, Breezy Point; report of person dredging river for gold with motorized equipment, gone upon arrival. Welfare Check, Gould Hill Road; wellness check on a female, no issues. Break In/Theft, AppleKnocker's; State Police responded to an overnight theft at AppleKnocker's. Mental Health Issue, Route 25; State Police responded to a desponded person, no action taken.

Additional Notes: 26 Stops, 4 Citations

TAX COLLECTOR:

Tax Collector, Maria Sanders and the Board of Selectmen discussed the current status of the tax collector's office. At a future meeting, the Tax Collector will produce a report for review of the payment arrangement plans currently in place. The Board thanked her for efforts.

TOWN ADMINISTRATOR:

The Town Administrator informed the Board that he was working to get the information relative to tax payment arrangements to Maria. The Town Administrator also noted that he had spoken with HealthTrust, who shared that health insurance rates increased 17

9% for the upcoming period, beginning June 2023.

NEW BUSINESS:

- a) *Chuck Sackett nominated Michael Clark to serve as the Town's Health Officer. Shirley McCartin seconded the motion. Vote: McCartin – yes, Bixby – yes, Sackett – yes, and the motion passed 3-0-0.*
- b) The Town Administrator shared the Inclement Weather Policies for Piermont and Wentworth. He explained that Selectman Bixby had questioned whether the Town should have a parking ban on Town roads during winter. NHMA provided the Town relevant information and noted that the Town should create and adopt an Inclement Weather Policy.
- c) There was brief discussion regarding the Building Resilient Infrastructure and Communities Program. The Board of Selectmen and Town Administrator agreed to reach out to HEB Engineers, in an effort to determine if whether there are projects that have been identified by the hazard mitigation plan and eligible for funding.
- d) The Board reviewed and signed the Intent to Cut for property owned by Barbara G. Woods Trust, logged by Jordan King, further identified as Tax Map 213, Lot 057.
- e) Chairman Sackett signed the Proxy Statement for the Grafton County Regional Development Corporation's annual meeting.

OLD BUSINESS:

- a) Chairman Sackett signed the alarm monitoring contract for the smoke detectors and panic buttons at the Town Office.
- b) The Town Administrator noted that they were waiting on the Auditor to complete the MS-535. This is the last piece of information required for the preliminary tax rate to be set.
- c) The Administrator shared that Mr. and Mrs. Nicol stopped by the office to ask whether or not the Town would reconsider removing the light nearest their home. After brief discussion, the Administrator and Board agreed to proceed with the removal because the work order had been submitted and residents had 3-4 weeks to respond to the notice letter. The Administrator acknowledged that he would suggest they contact NHEC directly, if they would like to assume financial responsibility of the light.
- d) The Administrator shared that there was no update related to the recommitment audit but noted that he had been in contact with them recently about the tax rate documents.
- e) The Administrator noted that he intended to begin the reimbursement request for all of the remaining 2017 FEMA funds as soon as we receive the invoice for Breezy Point abutment work.

CORRESPONDENCE:

- a) The Board of Selectmen reviewed the correspondence folder.

NON-PUBLIC:

S. McCartin moved to enter into nonpublic session, in accordance with RSA 91-A:3 II (c). The motion was seconded by C. Sackett. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0. The Board entered into nonpublic session at 5:40 P.M.

C. Sackett moved to leave nonpublic session and return to public session at 5:45 P.M. T. Bixby seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.

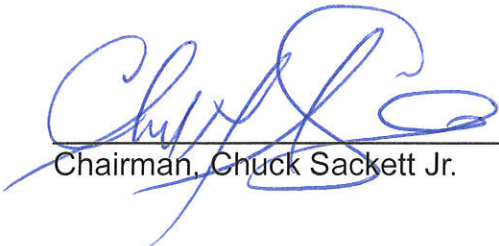
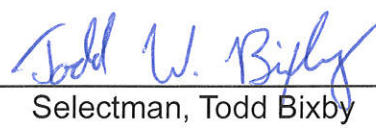
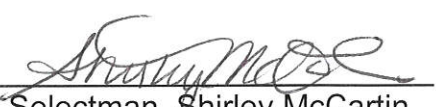
C. Sackett moved to seal the minutes for 40 years because it was determined that divulgence of this information would likely affect adversely the reputation of any person other than a member of the Board. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.

There was brief discussion about the highway building and public safety building trust fund balances.

ADJOURN:

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

The Board adjourned at 5:50 PM.

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| Chairman, Chuck Sackett Jr. | Selectman, Todd Bixby | Selectman, Shirley McCartin |