

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, October 5, 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, WWSB Chairman – Donald Bagley, Deputy Tax Collector – Marlene Wright

**Public Present:** Jeremy Hair, Tom Babbit

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

**APPROVAL OF MINUTES:** The Administrator acknowledged that the minutes were not printed for signature but were emailed to the Board and are available in the Town Office.

**PUBLIC COMMENT:** Selectmen Sackett informed the members of the public, that the Board of Selectmen had just come from the home of Margaret Whitcher, where they presented the Boston Post Cane to her, as she is now the oldest resident of Warren. He noted that the previous holder of the cane, Eunice Ramsey, was now living at a residential facility outside of Warren. Donald Bagley, Warren Village School Board Chairman informed the Board of Selectmen that the furnace replacement project is moving along and that the pavement project was completed. Tom Babbit, informed the Board of Selectmen that the ATV trails would be closed at the end of October and that overall, it was a successful and safe year. There was a brief discussion and no objection to the Road Agent grading the Town owned portion of the rail trail.

**TREASURER'S REPORT:**

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

The Town of Warren Operating Account has a balance of \$248,279.93 after tonight's approved manifest total of \$174,739.95. The reconciliation reports were provided for September.

The Tax Collections Account balance is \$339,147.08. The reconciliation reports were provided for September.

The Town Clerk Collections Account balance is \$3,000. The reconciliation reports were provided for September. There was brief discussion about the function of Town Clerk

Collections Account and how often the online registration feature is utilized.

*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 that the Fire Department is expecting to spend between \$5,000 and \$10,000 to repair a pump on one of the trucks.

**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 one final round of mowing for the season. G. Russell has been helping the Road Agent move equipment, removed some woody debris from the discharge pipe of the Week's Crossing Dam. Smoke alarms and heat detectors are being installed on October 25, 2022. G. Russell reported that he intends to add the Pythian Hall to the Buildings & Ground budget in 2023.

Transfer Station: G. Russell reported that the scrap metal was shipped out and expected to ship one more load of scrap metal before the end of the year. G. Russell is currently working on shipping out baled cardboard. One bale of aluminum cans was produced. October 19 is the last Wednesday at the Transfer Station until Spring.

**CHIEF OF POLICE:**

Police Chief John Semertgakis was not present at the meeting but provided a written report of his recent activity to the Board of Selectmen. Paperwork Service, Route 25, court documents served for Nashua Police Department. Domestic Disturbance, Stimson Road; parties separated, restraining order placed on male who does not live in the home. Animal Complaint, Route 25; report of a lost dog, found by owner. Trespass/Neighbor Dispute; Route 118; report of a landowner using neighbor's property for storage. Spoke with parties and provided resources to resolve the issue. Vandalism, Route 25; report of an abandoned cabin that was vandalized. Multiple incidents at this location, owner intends to demolish the cabin. Trespass, Breezy Point Road; report of possible trespass, home owner reports beer cans and cigarette butts were found behind his garage.

Additional Notes: 34 Stops, 6 Citations

**TOWN ADMINISTRATOR:**

The Town Administrator informed the Board that his most recent activity would be discussed later on during the meeting and proceeded to New Business.

**NEW BUSINESS:**

- a) The Town Administrator provided the MS-1 for the Board's review and signature. He noted that the total value of the town was approximately \$111,000,000, which had increased slightly compared to the previous year's value of \$109,000,000.

#### **OLD BUSINESS:**

- a) The Administrator informed the Board that NHEC completed an audit of the street lights and reviewed the list of poles. Letters were sent to affected property owners and the work order will be requested after a short period of time to allow for comments. While removing 12 lights, NHEC expects to replace a number of old lights with new more efficient lights.
- b) The Administrator informed the Board that the office was still working with ALTA, CPA to complete the recommittal procedure for the Tax Collector. The Selectmen asked that Maria Sanders, Tax Collector, attend an upcoming Selectboard meeting.
- c) There was discussion about OHRV signage on the trail system, particularly in response to a complaint from a resident earlier in the season. The Board requested that the ATV club install signs clearly indicating that Swain Hill is a dead-end for OHRVs and that there is no additional trail access on that road. The Administrator clarified that according to Fish & Game, the trail as it currently lies on town property, further identified on Map 233, as lot 026 is permissible. Mr. Babbit inquired whether the Town would be interested in the ATV club utilizing grant funds to improve the approach to Pine Hill with pavement.
- d) After brief discussion, *C. Sackett moved to allocate and authorize the use of \$30,000 from the Town's ARPA funds to be used for the Pine Hill paving project in accordance with the Final Rule issued by the Department of Treasury on January 27, 2022. S. McCartin seconded the motion. Vote: Bixby – yes, McCartin – yes, Sackett – yes, and the motion passed 3-0-0*
- e) The Town Administrator shared that he and Selectman McCartin met with the NH Office of Strategic Initiatives and FEMA to discuss Warren's Floodplain Management procedures on September 27. FEMA will be issuing a report to the Town which will include a number of violations which the Town will be asked to remedy by working with the property owner. There was discussion about the floodplain management, need for building permits in the Floodplain, and there was a brief discussion relating to substantial improvement of properties located in the Floodplain.
- f) The Administrator noted that he had not yet had the opportunity to review the administrative cost reimbursement for the 2017 major storm events.

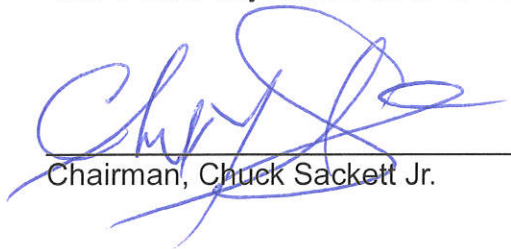
#### **CORRESPONDENCE:**

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

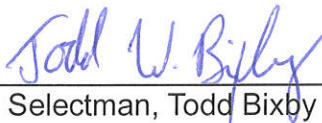
#### **ADJOURN:**

*T. Bixby 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.*

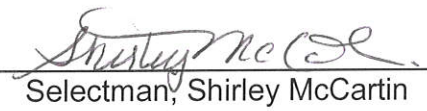
The Board adjourned at 5:45 PM.

A large, stylized handwritten signature in blue ink, appearing to read 'Chuck Sackett Jr.', written over a horizontal line.

Chairman, Chuck Sackett Jr.

A handwritten signature in blue ink, appearing to read 'Todd W. Bixby', written over a horizontal line.

Selectman, Todd Bixby

A handwritten signature in blue ink, appearing to read 'Shirley McCartin', written over a horizontal line.

Selectman, Shirley McCartin