

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, December 14, 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, Warren Village School Board Chairman – Donald Bagley, Treasurer – Sheila Foote

Public Present: Jeremy Hair

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: S. McCartin *moved approval of the November 14, 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: D. Bagley informed the Board of Selectmen, that the school had received a \$15,000 security improve grant. C. Sackett requested that the Town Administrator make George aware of the broken glass in the K.P. Hall.

TREASURER'S REPORT:

Treasurer, Sheila Foote was present at the meeting and provided a report to the Board for review.

The Town of Warren Operating Account has a balance of \$5,077.20 after tonight's approved manifest of \$104,698.40. The November reconciliation report was provided for review.

The Tax Collections Account balance is \$184,587.60. The November reconciliation report was provided for review.

The Town Clerk Collections Account balance is \$3,500. The November reconciliation report was provided for review.

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 a strong response to an early morning tone that was cancelled while enroute.

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 he has been helping the Road Agent plow and sand, as needed. He has been cleaning and organizing the records in storage, assisted the Road Agent clean a portion of the highway garage, and ordered totes for additional record storage.

Transfer Station: G. Russell reported that the Transfer Station shipped out aluminum cans and scrap metal. Tom Maher is now licensed to work at the Transfer Station and is currently being trained. A bale of cardboard is in production.

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. Animal Complaint, Beech Hill Road; report of a neighbor's dog loose. Theft, Week's Road; two generators stolen from a construction site, no leads. Theft, Lake Tarleton Road; report of a motorized scooter stolen, located in Plymouth. Civil Standby, Route 25; Standby for a resident to collect belongings from a home. The Chief provided the Board of Selectmen an update relevant to annual compliance training, indicating there were no concerns.

Additional Notes: 26 Stops, 4 Citations

TOWN ADMINISTRATOR:

The Town Administrator informed the Board of Selectmen of a funding opportunity that is available through New Hampshire Housing. He explained the program offers competitive grants for financial and technical resources to review and potential create local regulations that will help increase housing supply. The Board authorized the Town Administrator to meet with North Country Council to discuss the grant application process.

NEW BUSINESS:

- a) The Board of Selectmen reviewed and signed the snowmobile trail permission for the portion of Corridor 5 on Town owned land beside the Redstone Missile.
- b) The Board of Selectmen reviewed and signed a cemetery deed for sale of a lot in the Warren Village Cemetery.
- c) The Board of Selectmen reviewed and signed the following intents:
 - a. Owner & Logger: Bixby; Map 225, Lot 001
 - b. Owner & Logger: Bixby; Map 225, Lots 008 & 009

- c. Owner: State of NH; Logger: Allard Lumber; Map 244, Lot 015
- d) The Board of Selectmen reviewed and signed the Report of Cut for Operation #21-465-12T; Owner: Robert Newton, Logger: Jason Newton.
- e) The Board of Selectmen began review of the 2023 operating budget presented by the Town Administrator. The following budgets were initially discussed: General Government, Conversation & Debt Service, Advertising & Associations, and Culture & Recreation.
 - a. Culture & Recreation increased due to the cost of port-a-potties. The library budget has not been received to date and is currently level-funded.
 - b. Advertising & Associations decreased due to the absence of the Baker River Watershed Association request.
 - c. Conservation & Debt Service remained level.
 - d. General Government increased due to the addition of the K.P. Hall to the operating budget, as well as, an increase in annual salary for the Town Administrator. Selectman Bixby questioned the size of the Town Administrator's proposed increase. The Administrator informed the Board he did not request a raise in the last budget, shared salary information of comparable area positions, and indicated his desire to continue to serve the Town. Two members of the public spoke in favor of the proposed increase. The Administrator informed the Board that the discussion regarding wages could be continued at a later meeting prior to the Public Budget Hearing on February 7.

OLD BUSINESS:

- a) The Town Administrator shared his it was his top priority to complete the 2017 FEMA Reimbursement process ahead of the January 2, 2023 deadline.
- b) The Town Administrator stated on January 11, 2023 there would be a public hearing at 5:00 at the Town Hall for the purpose of discussing the Floodplain Management Ordinance, required ahead of Town Meeting.
- c) The Town Administrator shared that he has not revised the Inclement Weather Policy but that the Town and Road Agent were operating in accordance with the draft policy.

CORRESPONDENCE:

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

ADJOURN:

S. McCartin moved the adjournment of the regular meeting of the Select Board. The motion was seconded by T. Bixby. Vote: Bixby – yes, McCartin – yes, Sackett – yes, and the motion passed 3-0-0. The Board adjourned at 5:30 PM.


Chairman, Chuck Sackett Jr.


Selectman, Todd Bixby


Selectman, Shirley McCartin