

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, February 22, 2023**

CALL TO ORDER:

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

Select Board Members Present: Chuck Sackett and Shirley McCartin

Staff/Officials Present: Fire Chief – Art Heath, Town Administrator – Austin Albro, Warren Village School Board Chairman – Donald Bagley, Treasurer – Sheila Foote, Tax Collector – Maria Sanders, Warren Village School Principal – Michael Galli

Public Present: Jeremy Hair

PUBLIC HEARING: C. Sackett moved to open the public hearing at 5:05. McCartin seconded the motion. The Town Administrator explained that the Town had applied and was granted a congressionally designated spending request from the Department of Justice in the amount of \$10,776.51 for police department equipment. The Administrator informed the residents in attendance that the items requested in the grant include a flashing radar sign and protective equipment. The audience was given the opportunity to comment and C. Sackett noted he would leave the public hearing open until the conclusion of the Board meeting.

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

APPROVAL OF MINUTES: *S. McCartin moved approval of the January 25, 2023 minutes, as presented. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0. S. McCartin moved approval of the February 8, 2023 meeting minutes, as presented. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.*

PUBLIC COMMENT: Deb Dickman of the Glenclyff Improvement Cooperative presented a proposal to begin the application process for a community development block grant which has the support of N.H. D.E.S. D. Dickman outlined that approximately 1,000,000 had been earmarked by N.H. D.E.S to complete the majority of the 1.8-million-dollar project. After discussion, the Board of Selectmen agreed unanimously to support the Glenclyff Improvement Cooperative's CBBG application, provided it did not create cumbersome reporting and management requirements for the Town. D. Dickman indicated she would reach back out to her contact with U.S.D.A. to gather additional information about the public hearing and application process and reach out to the Town Administrator to schedule the public hearing. Don Bagley noted that the school's furnace replacement grant was approved but the School Board is

waiting to hear the result of the other grant application before beginning the project.

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 \$464,525.87 after tonight's approved manifest of \$17,601.04.

The Tax Collections Account balance is \$295,717.04

The Town Clerk Collections Account balance is \$3,500.

S. McCartin moved to acknowledge receipt of the Treasurer's report. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.

FIRE CHIEF:

Chief Heath reported a fire at Kennebec Lumber Mill as well as wires down outside of the Ammonoosuc Health Center.

CHIEF OF POLICE:

Police Chief John Semertgakis was not present at the meeting and provided a written report of his recent activity to the Board of Selectmen. Road Hazard, ACHS; report of wires down at ACHS, determined to be cable and phone lines. Trespass/Domestic Incident, Mountain Meadow Road; multiple service calls at residence. DCYF Assistance; executive ex-parte order to remove child from a home during abuse investigation. DCYF Assistance; home visit. Welfare Check, Simmons Drive; welfare check on an individual that missed a doctor visit, made contact, refused medical help. CAC – Plymouth, CAC – Lebanon, Paperwork Service, Swain Hill Road; Domestic violence paperwork served. Theft, Weeks Road; generator stolen from unoccupied residence. Missing Plate; resident reported license plate missing from trailer, believed to be lost and not stolen.

Additional Notes: 20 Stops, 4 Citations

BUILDINGS & GROUNDS AND TRANSFER STATION:

George Russell was not present at the meeting but submitted a written report. G. Russell reported he is plowing and sanding, as needed. G. Russell installed an office cubical at the library and will be working on rearranging the Town Administrator office. G. Russell reported that he had started spring cleaning, as well. G. Russell reported that he was working on year end reports for D.E.S. which are due at the end of March. The Transfer Station produced 1 board of cardboard and is currently working on a bale of aluminum cans.

TOWN ADMINISTRATOR:

The Town Administrator noted that he had been working on completing the materials in preparation for Town Report in addition to managing day to day resident requests.

NEW BUSINESS:

- a) The Town Administrator presented the independent contractor agreement for the work completed by C.M. Whitcher Excavation for the repair of the Breezy Point abutment for signature by C. Sackett, noting this was required per the Town's recently adopted procurement policy and needed for reimbursement from HSEM and FEMA.
- b) C. Sackett and S. McCartin signed the final warrant including any changes discussed at the Town budget hearing.
- c) After review, Chairman Sackett signed the Pemi-Baker Solid Waste Contract extension for continued service at Casella's Bethlehem facility.
- d) D. Bagley requested permission from the Board for the Warren Methodist Church to install a sign on Town property near the intersection of School Street and Water Street. The Board unanimously agreed.
- e) *S. McCartin moved approval of an administrative abatement for Lisa Palmer, Map 219, Lot 018 in the amount of \$740.86 due to an error that occurred in the tax collecting software during the Town's transition between tax collectors. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.*
- f) *S. McCartin moved approval of an administrative abatement for William Bradley, Map 239, Lot 007 in the amount of \$445.76 due to an error that occurred in the tax collecting software during the Town's transition between tax collectors. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.*
- g) The Board of Selectmen reviewed the Assessor's recommendation and approved an All-Veteran's Tax Credit for Map 234, Lot 002.

OLD BUSINESS:

- a) The Town Administrator informed the Board that the Town Report was printing and the digital version was available online!

CORRESPONDENCE: None

PUBLIC HEARING: After seeking additional comments and questions, C. Sackett moved close the public hearing at 5:45. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, and the motion passed 2-0-0 and the public hearing for acceptance of the Department of Justice, Grant to Local Law Enforcement ended at 5:45.

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, and

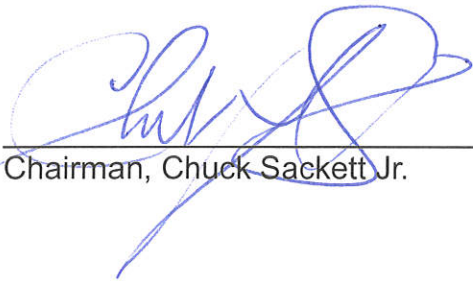
the motion passed 2-0-0. The Board entered into nonpublic session at 5:50 P.M.

C. Sackett moved to leave nonpublic session and return to public session at 6:00 P.M. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, and the motion passed 2-0-0.

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, and the motion passed 2-0-0.

ADJOURN:

C. Sackett moved the adjournment of the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0. The Board adjourned at 6:05 PM.



Chairman, Chuck Sackett Jr.

Selectman, Todd Bixby



Selectman, Shirley McCartin