

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

**CALL TO ORDER:**

C. Sackett called the meeting to order at 5:00 and led the audience in the Pledge of Allegiance.

**Select Board Members Present:** Chuck Sackett, Todd Bixby, 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, Police Chief – John Semertgakis

**Public Present:** Jeremy Hair, Dalton Scott

*S. McCartin moved to name C. Sackett, Chairman of the Board. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

*C. Sackett moved to name S. McCartin, Planning Board Ex-Officio. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

**PUBLIC HEARING:** Chairman Sackett opened the public hearing for acceptance of \$30,418 from the Invest NH Housing Opportunity Grant Program at 5:02 PM. The Administrator provided an overview of the program. The public hearing will remain through the majority of the meeting to allow for participation from anyone who arrives late.

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

**APPROVAL OF MINUTES:** The minutes from March 8, 2023 were not available for signature but the draft was sent to the Board of Selectmen and is available at the Town Office.

**PUBLIC COMMENT:** Don Bagley provided an update relative to the sustainability grant that Warren Village School is pursuing. D. Bagley also noted that the Food Pantry was in search of volunteers for Friday morning food pickups in Plymouth, explaining that a pickup truck is required on early Friday mornings to transport food from Plymouth back to the Food Pantry. D. Bagley concluded his public comment by providing an update about the Warren Wentworth Ambulance Service acknowledging that the Service's municipal request were fully funded by the communities. Jeremy

Hair proudly acknowledged that a Warren Blue Wave TKD student, Lauren Hair, had received her 3<sup>rd</sup> Dan Black Belt. Dalton Scott requested permission to use the ballfield throughout the 2023 spring and summer for men's league softball. The Board granted permission to do clean up around the field and acknowledged that there would be no substantial changes to the use agreement from last year.

#### **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 \$226,970.94 after tonight's approved manifest of \$133,431.61.

The Tax Collections Account balance is \$305,114.13.

The Town Clerk Collections Account balance is \$3,501.

*S. McCartin moved to acknowledge receipt of the Treasurer's report. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes and the motion passed 3-0-0.*

#### **FIRE CHIEF:**

Chief Heath reported no recent activity and invited the Board of Selectmen and audience to attend a demonstration and training at the Warren Town Hall by the New Hampshire Electric Cooperative on March 23, 2023.

#### **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 Glencliff; State Police responded during Town Meeting storm, single vehicle of the road, no injuries. Paperwork Service, Studio Road; Court Paperwork for a resident. Animal Complaint, Route 25; report of 2 loose huskies. Dogs at large fines were assessed. Found Property, Lake Tarleton Road; a resident found a license plate on the side of the road, came back to a Warren resident and was returned.

Additional Notes: 24 Stops, 3 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 will be watching a webinar about 2<sup>nd</sup> Amendment Audits occurring throughout the State. G. Russell met with Brian Weeks to discuss replacing the basketball courts and power sprinkler system. G. Russell noted that the new glass panel for the overhead door will be replaced, as the wrong size panel was originally shipped. The Transfer Station will begin Summer Hours on Wednesday April 5 and will be open from 2:00-6:00 on

Wednesdays. One bale of cardboard was produced. G. Russell noted that he will be doing spring cleanup at the Transfer Station over the next few weeks.

#### **TOWN ADMINISTRATOR:**

The Town Administrator noted that he was working to complete the 2017 FEMA refund requests most recently requested by HSEM, preparing documentation to submit for reimbursement for the Hazard Mitigation Plan. The Administrator noted that he had a meeting with FEMA and the State Office for Land Use and Planning relative to the Floodplain Management Ordinance. The Administrator reminded the Board that Warren had a bridge selected for expedited funding. Furthermore, A. Albro provided an update about the recent subpoena and status of the WHIP loan repayment plans.

#### **NEW BUSINESS:**

- a) The Board of Selectmen reviewed and signed an intent to cut for Map 225, Lot 006. Owned and logged by Todd Bixby.
- b) The Board of Selectmen reviewed and signed certificates of authority for both the Housing Opportunity Grant, as well as, the D.O.J. Grant to Local Law Enforcement.
- c) The Board of Selectmen reviewed and signed a letter clarifying that the Board of Selectmen saw no conflict with the Mitchell Municipal Group providing the South Main Street Water District instructions for expansion, as discussed at previous meetings.
- d) The Board of Selectmen reviewed and approved a Veteran's Credit Application for property identified on Town Tax Map 240 as Lot 132.
- e) The Board of Selectmen reviewed and approved a Current Use Application for property identified on Town Tax Map 221 as Lots 22 and 23.
- f) The Board of Selectmen reviewed and signed the annual agreement with Warren Wentworth Ambulance Service.
- g) The Town Administrator acknowledged that he had requested a post inspection report from the Dam Bureau in response to concerns about the visible cracks.

#### **OLD BUSINESS:**

- a) The Town Administrator reminded the Board that we will hold a public hearing about the Town's proposed mailbox replacement policy on April 5, 2023.

**CORRESPONDENCE:** The Town Administrator noted that the Town had received a letter from a resident alleging that the Board of Selectmen were engaging in predatory assessing practices in an attempt to increase the Town's ability to borrow or qualify for long term loans. The Administrator informed the audience that the Board entered into an agreement for the most recent cyclical revaluation in 2017 and therefore, it was impossible and inappropriate to allege that the Town was attempting to capitalize on market conditions. The Administrator acknowledged that he would work to produce a response for review at the next Board of Selectmen meeting.

The Town Administrator also noted that the Town had received correspondence

relative to a submission of name change submitted to the U.S. Board on Geographic Names to change Baker River to Asquamchumauke River. The public was encouraged to comment. The Town Administrator noted that the Town had received a draft decision notice about the Lake Tarleton Integrated Resources Project. The public was encouraged to comment. Finally, the Town Administrator shared a letter from the New Hampshire Department of Revenue which acknowledged DRA's approval of the Town's most recent cyclical revaluation.

**PUBLIC HEARING:** Chairman Sackett once again asked for questions, comments or concerns about the Housing Opportunity Grant Program by Invest NH. C. Sackett moved to accept the funds (\$30,418). T. Bixby seconded the motion. C. Sackett. *Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.* C. Sackett moved to exit public hearing at 5:38. T. Bixby seconded the motion. C. Sackett. *Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.*

**NON-PUBLIC(I):**

*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 5:44 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.*

**NON-PUBLIC(II):**

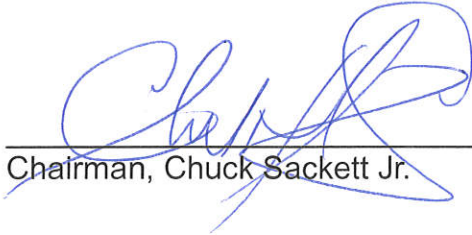
*S. McCartin moved to enter into nonpublic session, in accordance with RSA 91-A:3 II (e). The motion was seconded by C. Sackett. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0. The Board entered into nonpublic session at 5:45 P.M.*

*T. Bixby moved to leave nonpublic session and return to public session at 5:55 P.M. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.*

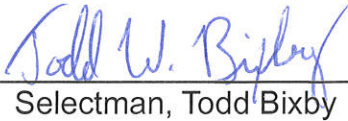
*C. Sackett moved to seal the minutes for 40 years because it was determined that divulgence of this information would likely affect adversely the reputation of any person other than a member of the Board. T. Bixby seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes and the motion passed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

**ADJOURN:**

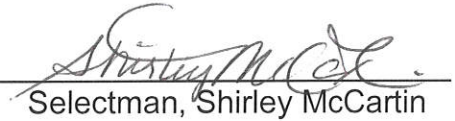
*C. Sackett moved the adjournment of the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0. The Board adjourned at 5:58 PM.*

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