

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, March 8, 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, Warren Village School Principal – Michael Galli, Police Chief – John Semertgakis

**Public Present:** Jeremy Hair, Lesa Romano

**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:** *S. McCartin moved approval of the February 22, 2023 minutes, as presented. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – abstained and the motion passed 2-0-1.*

**PUBLIC COMMENT:** Sue McLean of the South Main Street Water District shared the district's proposal to expand the boundaries of the district to incorporate a portion of Route 25-C and Water Street. Sue explained that this portion of Town is already serviced by the water system but was not procedurally expanded. Sue continued to explain that the intention to expand the district was to make sure that all eligible users are able to volunteer and participate in the district's leadership. The Board of Selectmen unanimously agreed to support the efforts of the Water District. It was established that the Water District would independently lead the effort to prepare for and meet the legal requirements necessary to expand the district. Don Bagley informed the Board of Selectmen that WVS was encouraged to complete the second round of their sustainability grant 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 \$337,938.39 after tonight's approved manifest of \$138,933.22.

The Tax Collections Account balance is \$299,045.35.

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, Bixby – yes and the motion passed 3-0-0.*

**FIRE CHIEF:**

Chief Heath reported two recent motor vehicle collisions, noting that there were a number of firefighters on scene at both incidents.

**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. VIN Verification, Stimson Road; VIN check on a boat. CAC Portsmouth, Interview for DCYF. Motor Vehicle Collision, Lake Tarleton Road, State Police responded. Motor Vehicle Collision, Route 25; rollover, minor injuries. Road Hazard, Beech Hill Road; snowmobile broke down and removed by owner. Mutual Aid, Bureau of Elderly and Adult Services, Courtesy Ride; transported resident to Woodsville. 911 Call, ACHS; medical issue, chest pains transported to Speare. Subpoena; Chief noted he was subpoenaed to court to address a record retention issue.

Additional Notes: 22 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 will be setting up for voting and the school funding presentation on March 9. G. Russell also noted he will be rearranging the office as soon as next week. installed an office cubical at the library and will be working on rearranging the Town Administrator office. G. Russell reported that he attended a NRRRA webinar about new grant opportunities that do not require a match. 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 bale of aluminum cans and is currently working on a bale of cardboard.

**TOWN ADMINISTRATOR:**

The Town Administrator noted that he was prepared and excited for Town Meeting and that recent activity would be discussed throughout the remainder of the meeting.

**NEW BUSINESS:**

- a) The Town Administrator shared that the Town had received a solicitation from D.O.T. about State Bridge Aid eligibility for the Fish Hatchery Road Bridge over Patch Brook. The estimated cost is \$1.14 million and the Town's match is approximately \$228,000. The project is eligible for funding as soon as 2027.

- b) The Board of Selectmen signed a letter of support for Warren Village School's sustainability grant application to Senator Shaheen's office.
- c) The Board of Selectmen reviewed the proposed mailbox policy and scheduled a public hearing for April 5 to allow for input from residents.
- d) The Board of Selectmen agreed to allow the snowmobile club to utilize the Common for their event on March 11, 2023 so long as it is clearly marked that the Common is not open for use other than March 11 and the area is cleaned up after use.
- e) The Board reviewed and signed a land use change tax for property identified on town tax Map 217, Lot 17.

#### **OLD BUSINESS:**

- a) The Town Administrator informed the Board that the Town Report had been delivered and is available at the Town Office. The Administrator noted that reports had been delivered to Glendcliff but it was unclear if other areas of Town would receive delivered reports.
- b) The Town Administrator shared the latest request for documents relative to the 2017 FEMA reimbursements.
- c) The Town Administrator noted that the Town had until June to complete reimbursement for the hazard mitigation plan revision, which was completed last year.
- d) The Town Administrator informed the Board of Selectmen that there was a meeting scheduled between NH OSI and FEMA relative to the floodplain management concerns identified by FEMA in 2022.
- e) There was a reminder that the public hearing to accept the Invest NH Housing Opportunity Grant, \$30,418 scheduled for March 22.

**CORRESPONDENCE:** The Town Administrator noted that the Town had received the 2022 update from South Main Street Water District and an invitation to the NH School Funding Fairness presentation on Thursday, March 9, 2023.

#### **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 6:09 P.M.*

*C. Sackett moved to leave nonpublic session and return to public session at 6:19 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.*

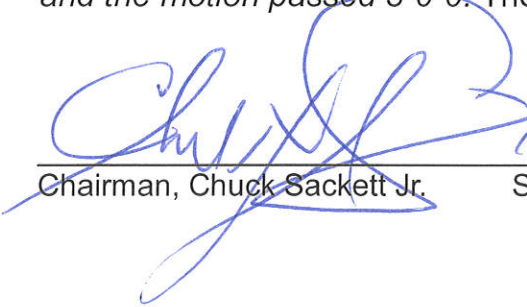
**NON-PUBLIC(II):**

*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 6:21 P.M.*

*T. Bixby moved to leave nonpublic session and return to public session at 6:25 P.M. McCartin 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 T. Bixby. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0. The Board adjourned at 6:25 PM.*



Chairman, Chuck Sackett Jr.



Selectman, Todd Bixby



Selectman, Shirley McCartin