

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, April 19, 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, Treasurer – Sheila Foote, Tax Collector – Maria Sanders, Police Chief – John Semertgakis

Public Present: Jeremy Hair, Joseph Monninger, Bob Guida

PUBLIC HEARING: At 5:01, Chairman Sackett opened the Public Hearing to discuss the South Main Street Water District Expansion. The question was read. In summary, the expansion includes portions of Water Street and Lake Tarleton Road where infrastructure exists but no formal record of expansion to include this portion of Town is on record. S. McLean was present to answer any questions. There were none. C. Sackett indicated that the public hearing would remain open for the duration of the meeting, in the event someone arrived late.

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

APPROVAL OF MINUTES: *The Administrator stated that the draft of the minutes of the April 5 minutes are available at the Town Office.*

PUBLIC COMMENT: Joseph Monninger expressed his opinion that the clock in the church tower should not be underwritten by the Town of Warren and that it may be a violation of the First Amendment. He also expressed that he likes the clock and hears it chime every day. The Board thanked Mr. Monninger for his presentation and indicated they would take it into consideration.

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 \$93,281.63 after tonight's approved manifest of \$19,443.04.

The Tax Collections Account balance is \$315,814.21.

The Town Clerk Collections Account balance is \$4,000.

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 recent activity including a smoke alarm activation at the Glencliff Home.

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, Route 25; VIN check on a vintage muscle car. Pistol Permit, Lake Tarleton Road; Permit for a resident. Safety Meeting; WVS. Community Policing, Studio Road; helped a resident with access to their safe. State Police responded to a MVC on Route 25 with no injuries reported.

Additional Notes: 29 Stops, 4 Citations

ROAD AGENT:

John Corso reported his recent activity to the Board including a lot of ditching, grading, and sweeping. He and the Board agreed to discuss a time to get together on Pine Hill and discuss the next steps.

BUILDINGS & GROUNDS AND TRANSFER STATION:

George Russell was not present at the meeting but submitted a written report. G. Russell reported the brush hog would be delivered near April 26. The siding was repaired at the Town Office and Pythian Hall. The Highway Department furnace broke down but has been repaired. The library would like to install a flag pole. There was no objection from the Selectboard. He reported that he was also working on the Town Hall deck RFP. The Transfer Station shipped out 166 tires and is working on shipping out the refrigerators and AC units. 1 bale of aluminum cans was produced.

TOWN ADMINISTRATOR:

The Town Administrator noted that he was managing ongoing resident concerns and grant reporting. The Board of Selectmen agreed unanimously to authorize the Town Administrator to submit a letter of support of the school's clean energy project on their behalf. The Administrator noted ongoing projects included the website and policy adoption and review. The audit for 2022 was completed and had been received but not yet reviewed.

NEW BUSINESS:

- a) Environmental Remediation Project – Grafton County ARPA Funds
- b) The Board reviewed and approved Administrative Abatement for Invoice Number: 2022T05-S00006 & Invoice Number: 2022T09-S00012 due to an error that occurred during the transition between tax collectors.
- c) The Board unanimously agreed to allow the Town Administrator to submit the Grafton County Aid Municipalities SELF Application for the Environmental Remediation Project at 324 NH Route 25 based on the recent understand that the total cost of the project may be less than originally projected during the survey conducted by D.E.S.
- d) The Board signed the following Intents to Excavate:
 - i. Warren Sand & Gravel, Map 233, Lot 038
 - ii. Lloyd Bixby, Map 213, Lot 059
- e) The Board reviewed and signed the following Intent to Cut:
 - i. John King, Map 237, Lot 001 & Map 238, Lots 003 & 004 (Supplemental)

OLD BUSINESS:

- a) The Town Administrator indicated that it was recently brought to his attention that the Town could adopt the same policy as the State, essentially establishing no liability for mailboxes during winter snow removal operations. There was limited discussion and no action taken.
- b) The Town Administrator discussed the State Bridge Aid program eligibility for Clifford Brook.
- c) The Town Administrator indicated that the Department of Revenue Administration was working on a response to provide clarity to the recent concerns of predatory assessing based on the timing of the revaluation. Clarity was provided that the Town is in compliance with the State of New Hampshire and briefly discussed the real estate values in the community.

CORRESPONDENCE: The Town Administrator and Board of Selectmen reviewed recent correspondence.

- a) Road Resurfacing Summer 2023 – Route 25 from 118 to Pinkey's Corner
- b) Grafton County Regional Development Corporation: Community Navigator Program
- c) Woodstock Planning Board Notice for Telecommunication Tower
- d) WWAS Affordable Community Care Program Brochure
- e) There was a request for Deed information about the property across from the Pine Hill cemetery. The Administrator acknowledged that the information was not readily available in the office or online through the registry.
- f) Bob Guida suggested the Town explore the grant opportunities recently announced by the U.S. Department of Energy.

PUBLIC HEARING: Chairman Sackett asked if there were any other questions about the Water District Expansion. Bob Guida inquired about the reason for expanding the

boundaries and it was explained. After this public hearing, the article will be placed on the Water District Annual Meeting Warrant for vote of their legislative body. C. Sackett moved to close the public hearing at 6:10. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – 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 6:12 P.M.

C. Sackett moved to leave nonpublic session and return to public session at 6:25 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):

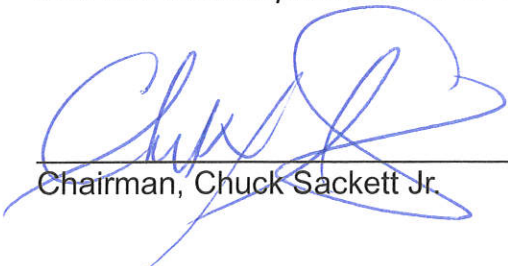
S. McCartin moved to enter into nonpublic session, in accordance with RSA 91-A:3 II (e). The motion was seconded by T. Bixby. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0. The Board entered into nonpublic session at 6:27 P.M.

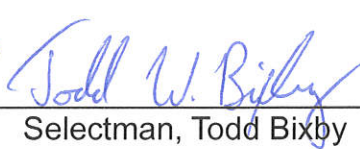
T. Bixby moved to leave nonpublic session and return to public session at 6:45 P.M. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.

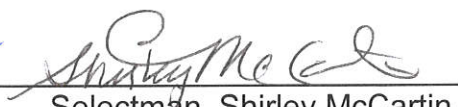
C. Sackett moved to seal the minutes for 40 years because it was determined that divulgence of this information would likely affect adversely the reputation of any person other than a member of the Board. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes and the motion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

ADJOURN:

T. Bixby moved the adjournment of the regular meeting of the Select Board. The motion was seconded by C. Sackett. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0. The Board adjourned at 6:50 PM.


Chairman, Chuck Sackett Jr.


Selectman, Todd Bixby


Selectman, Shirley McCartin