

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, April 5, 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, Tom Babbit, Peter Boncet, Chris Whitcher, Samantha Catterall

*T. Bixby moved to nominate Don Bagley, E-911 coordinator. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

*S. McCartin moved to nominate Michael Clark, Health Officer. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

*S. McCartin moved to nominate Janice Sackett, Emergency Management Director. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

**SELECT BOARD MANIFEST:** *T. Bixby 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 March 8, 2023 minutes, as presented. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0. S. McCartin moved approval of the March 8, 2023 minutes, as presented. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:** Don Bagley provided an update relative to the school's tuition rates for high school students. D. Bagley noted that a mass mailing was scheduled to be sent to all residents notifying them of changes to the policy. Tom Babbit provided an update relative to Mount Moosilauke ATV Club's grant funded projects for the upcoming season. Peter Boncet noted that he was in attendance for the Public Hearing about the proposed mailbox policy.

**PUBLIC HEARING:** C. Sackett opened the Public Hearing to discuss the Town's proposed mailbox policy, a proposed standard operating procedure for Warren's Highway Department. A number of residents asked questions which were answered by the Board and Town Administrator. A number of residents provided feedback and opinions for the Board's consideration. The Board agreed that the comments would be considered, the policy revised, and discussion would continue at a future meeting.

**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 \$90,903.24 after tonight's approved manifest of \$156,344.99.

The Tax Collections Account balance is \$310,476.30.

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 not present at the meeting and provided a written report of his recent activity to the Board of Selectmen. Mutual Aid, White Horse Land; Report of smell in the building, assisted WVFD. Paperwork Service, Swain Hill Road; court papers served to resident.

Additional Notes: 31 Stops, 5 Citations

**BUILDINGS & GROUNDS AND TRANSFER STATION:**

George Russell was present at the meeting but submitted a written report. G. Russell reorganized the Administrator/Treasurer's office to accommodate a new table and photo copier. The Town Hall floors are scheduled to be sealed from June 1 to June 10. Everything must be removed from the Hall by May 31. The walk-behind brush hog has been ordered and will be delivered by the end of April. G. Russell reported watching a webinar about 1<sup>st</sup> Amendment Audits that was put on by Primex. G. Russell reported 1 bale of cardboard was produced and that the plastic would be shipped out in approximately 3 weeks. Finally, spring cleanup has started and they are organizing

TV's, lightbulbs, and other items in preparation of being shipped out.

#### **TOWN ADMINISTRATOR:**

The Town Administrator noted that he was working on finding the best vendor to complete the Town's website remodel. He was also working on preparing the correspondence for residents who have outstanding WHIP loans, and preparing for the in-house portion of the Auditor's visit. The Administrator also noted that there were a number of grant applications and reporting requirements that he was working to complete.

#### **NEW BUSINESS:**

- a) The Board of Selectmen reviewed and signed the Grant-in-Aid permission slip for Tom Babbit, Mount Moosilauke ATV Club.
- b) The Board of Selectmen authorized the Town Administrator to complete the Request for Project Review application from NH Division of Historical Resources.
- c) The Town Administrator provided an update relative to environmental remediation options for Town owned property.
- d) The Board of Selectmen indicated their interest in pursuing State Bridge Aid funds, after confirmation that this indication of interest was not binding.

#### **OLD BUSINESS:**

- a) The Town Administrator reminded the Board that we will hold a public hearing about the Town's proposed South Main Street Water District Expansion on April 19, 2023.

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

#### **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 5:58 P.M.*

*C. Sackett moved to leave nonpublic session and return to public session at 6:10 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 6:12 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.*

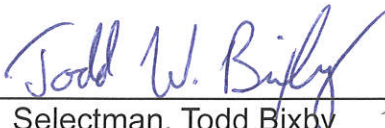
*T. Bixby moved to seal the minutes for 40 years because it was determined that divulgence of this information would likely affect adversely the reputation of any person other than a member of the Board. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes and the motion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

**ADJOURN:**

*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 6:29 PM.*



Chairman, Chuck Sackett Jr.



Selectman, Todd Bixby



Selectman, Shirley McCartin