

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, May 31, 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, Tax Collector – Maria Sanders, Police Chief – John Semertgakis, Deputy Tax Collector – Marlene Wright, WWSB Chairman – Donald Bagley

**Public Present:** Jeremy Hair, Donna Hopkins, John (Horizons Engineering), Donna Lane, Orlando Martinez, Jess Farrell, Dan Beland, Sean Downey (Twin States Clean Energy Link) Cynthia Klevins, Deb Dickman, Anne Sabina, Tom Babbit, Alex Nuti-de Biasi

**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:** S. McCartin *moved approval of the May 17 minutes, as written. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

**PUBLIC HEARINGS:**

C. Sackett *moved to open the Public Hearing on the Proposed Glencliff Improvement Company Water System Improvements Project CDBG Application. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the public hearing was opened at 5:05 P.M.* A project summary was provided: Community Development Block Grant (CDBG) funds are available to municipalities through the NH Community Development Finance Authority. Up to \$500,000 annually is available for Economic Development Projects, up to \$500,000 for Housing Projects, up to \$500,000 for Public Facility Projects, up to \$350,000 in Emergency Funds, up to \$25,000 per Planning Study grant. All projects must directly benefit a majority of low- and moderate-income persons.

This is a proposed application to the Community Development Finance Authority for up to \$500,000 in CDBG Housing Grant Funds. Of the grant funds, up to \$25,000 will be retained by the town for administrative/labor compliance costs associated with the project, \$475,000 of the funds will be sub granted to Glencliff Improvement Company which provides drinking water to 17 customers on High Street, NH Route 25 and Station Road in the Glencliff Village area of Warren, NH. The funds will be used toward water system improvements including source, storage and distribution

improvements.

This project conforms with Warren's proposed Housing and Community Development Plan's goal of: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).

Chairman Sackett asked for public comment. There was discussion about future expansion to include Stimson Road, as well as concerns relative to the increased cost for the system's users.

*C. Sackett moved to close the Public Hearing on the Proposed Glenclyff Improvement Company Water System Improvements Project CDBG Application. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the public hearing was closed at 5:14 P.M.*

*C. Sackett moved to open the Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for the Proposed Glenclyff Improvement Company Water System Improvements Project. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the public hearing was opened at 5:15 P.M.*

A plan summary was provided: This plan outlines measures, under the Uniform Relocation Act, required for CDBG projects that involve any displacement or relocation of persons (or businesses), if the Town were to undertake a CDBG project which involved displacement or relocation they would follow this plan. The plan outlines the measures they would take to find comparable, suitable housing for persons (or businesses) displaced or relocated. No displacement or relocation is anticipated for this project.

Chairman Sackett asked for public comment. There was none.

*C. Sackett moved to close the Public Hearing on the Public Hearing on the Residential Antidisplacement and Relocation Assistance Plan for the Proposed Glenclyff Improvement Company Water System Improvements Project. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the public hearing was closed at 5:16 P.M.*

*C. Sackett moved to open the Public Hearing on the Housing and Community Development Plan. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the public hearing was opened at 5:17 P.M.*

A plan summary was provided: A Housing and Community Development Plan is required to be eligible to apply for CDBG funds. The proposed Warren's Housing and Community Development Plan (HCDP) identifies needs, which currently exist or are anticipated during the next three years. The Plan provides a basis for guiding the Town's housing and community development objectives and actions. In addition, the

Plan includes a CDBG Citizen Participation plan that details the CDBG requirements for public hearings.

Goal: Encourage a varied stock of safe, sanitary, decent and affordable housing for persons of all age and income groups. (Short-term and Long-term goal).

Goal: Encourage economic development activities to increase quality industrial and commercial development. Encourage the expansion and retention of employment opportunities for residents. (Short-term and Long-term goal).

Goal: Encourage municipal and private water and wastewater systems that are safe, sanitary and that meet DES regulations. (Short-term and Long-term goal).

Goal: Preserve and promote the Town's historically and culturally significant structures. (Short-term and Long-term goal).

Goal: Promote activities that protect the health and safety of residents and visitors. (Short-term and Long-term goal).

Chairman Sackett asked for Public Comment. There was none.

*C. Sackett moved to close the Public Hearing on the Housing and Community Development Plan. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the public hearing was closed at 5:20 P.M.*

*C. Sackett moved to approve the submittal of the CDBG application and vote to authorize the Chairman, Board of Selectmen to sign and submit the CDBG application, and upon approval of the CDBG application, authorize the Chairman, Board of Selectmen to execute any documents which may be necessary to effectuate the CDBG contract, and any amendments thereto. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

*C. Sackett moved to adopt the Antidisplacement and Relocation Assistance Plan. T. Bixby seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

*C. Sackett moved to adopt the Housing and Community Development Plan. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

#### **PUBLIC COMMENT:**

- a) Representatives from the Twin States Clean Energy Link presented information relative to their project which includes a new transmission line from and to Quebec aimed at providing power to back up wind and solar in New England in place of fossil fuel generation, noting that the project would not be constructed

within existing rights of way through Vermont and New Hampshire.

- b) Don Bagley, Warren Village School Chairman explained that the school was invited to apply for the next phase of the green energy grant project. Don Bagley, Cemetery Trustee explained that Mr. John Newton had expressed his displeasure with the Town's decision to allow OHRV's to travel in the town owned property across from the Pine Hill Cemetery to the Cemetery Trustees.
- c) Tom Babbit, once again described upcoming trail maintenance work and recent trail activity, describing a manageable opening weekend.

### **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 \$130,976.71 after tonight's approved manifest of \$26,303.03.

The Tax Collections Account balance is \$220,650.53.

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

**TAX COLLECTOR:** Tax Collector Maria Sanders offered a brief update to the Board, noting that \$838,949.03 has been collected year to date. Further, she noted that \$75,535.75 was collected in May 2023. Finally, M. Sanders provided the Board an update relative to residents who have payment arrangements and progress made through May 31, 2023.

### **FIRE CHIEF:**

Chief Heath offered a brief report of recent activity to the Board of Selectmen.

### **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. Animal Complaint, Neglected Livestock: Resident on Route 25 with a cow, several complaints, NH State Vet provided assistance. Theft of Services, Robb's Lane; Landlord reporting that his tenant is stealing power from NHEC. Working with NHEC. Theft of 3 Dirt Bikes, Route 25 in Glenclyff; report of 3 stolen bikes, report of bike seen traveling in Rumney, working with SP and Rumney PD. VIN Verification, Stimson Road; VIN Check on a boat. VIN Verification, Route 25; VIN Check on a truck. Lost/Stranded Hikers, Mount Moosilauke; report of lost hikers just before dusk. Hikers found on Ravine Lodge Road, transported to Lost River. Motor Vehicle Collision, Beech Hill Road, SP responded to a MV accident involving a Charter Communication vehicle. VIN Verification, Route 25; VIN Check on a car, WVS Evacuation Test. The Chief provided a recap of Memorial Day weekend activity.

Additional Notes: 39 Stops, 5 Citations



## NEW BUSINESS:

- a) The Board of Selectmen reviewed and signed the annual renewal for HealthTrust.
- b) The Board of Selectmen reviewed and signed a land use change tax documents for 94 Route 118 and 32 Linsey Lane.
- c) C. Sackett moved to approve the assessor's abatement recommendation for Map 218, Lot 084. T. Bixby seconded the motion. *Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*
- d) C. Sackett moved to approve the administrator's abatement recommendation for Invoice2022P01006902. T. Bixby seconded the motion. *Vote: McCartin – yes, Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*
- e) There was discussion about the softball team's indication that American Barn Builder's has volunteered to rebuild the Sanford Memorial Field backstop. According to the team, the only ask a few hundred dollars for necessary wire. After brief discussion, there were no concerns proceeding with the rebuilding of the backstop and it was further decided the necessary funds would come out of the Friends of Parks and Rec account.
- f) Chief Semertgakis informed the Board of Selectmen that the Department had been awarded OHRV grant through New Hampshire Fish and Game and requested signature of authority from the Board of Selectmen to enter into the grant agreement. *C. Sackett moved to grant signature of authority to Chief John Semertgakis so that Chief Semertgakis may sign the grant agreement with New Hampshire Fish & Game for OHRV Patrol for the upcoming season. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Bixby – yes and the motion passed 3-0-0.*

## OLD BUSINESS:

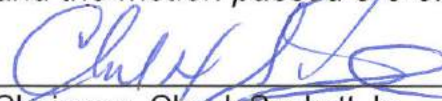
- a) The Administrator provided the Board an email from HEB Engineers relative to infrastructure funding opportunities. The Board discussed inviting Mr. Fournier to a future meeting to provide information relative to funding opportunities

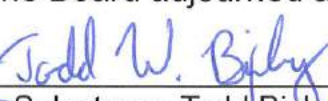
**CORRESPONDENCE & NOTICES:** The Town Administrator and Board of Selectmen reviewed recent correspondence and notices.

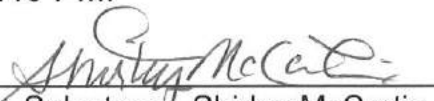
- a) There will be a presentation by North Country Council about Housing in Warren on June 28, 2023.
- b) There were a number of DES notifications for subsurface waste systems.

## 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 6:40 PM.*

  
Chairman, Chuck Sackett Jr.

  
Selectman, Todd Bixby

  
Selectman, Shirley McCartin