

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, August 23, 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:** Town Administrator – Austin Albro, Police Chief – John Semertgakis, Treasurer – Sheila Foote, Deputy Tax Collector – Marlene Wright

**Public Present:** Jeremy Hair, Donna Hopkins, Tom Babbit, Peter Boncek, Hal Creamer, Travis Libby, Kendra Wyman, Parker Schuerman

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

**APPROVAL OF MINUTES:** *T. Bixby moved approval of the July 26, 2023 meeting minutes, as presented. S. McCartin seconded the motion. Vote: McCartin – yes and Sackett – yes, Bixby – yes, and the motion passed 3-0-0. S. McCartin moved approval of the August 9, 2023 meeting minutes, as presented. T. Bixby seconded the motion. Vote: McCartin – yes and Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:**

Parker Schuerman presented the Audubon Society's proposed plan for a 550-acre wild life sanctuary, on land that was recently donated on Lake Tarleton Road. Tom Babbit asked if OHRV use would be permitted on the property. The answer was no and the draft management plan was referenced. Hal Creamer expressed concerns about increased trash along the roadsides and expressed that he did not want to see a large parking lot. Don Bagley, Chuck Sackett and others began discussing the local history that relates to that property and emphasized the importance of incorporating that into the proposed walking path and trail system. The Board and majority of residents thanked Mr. Schuerman for his time and willingness to follow up after the meeting to address any additional concerns.

Peter Boncek clarified that while his neighbor was currently utilizing his property, his request at the August 9 meeting was for all residents of Stimson Road to be able to utilize the entirety of the road to make trail access easier. There was brief discussion before the Board unanimously agreed to provide all residents permission to utilize the entirety of the road for the remainder of the season on a trial basis, acknowledging that they have the right to revoke permission at any time.

Don Bagley asked whether storage trailers could be stored on land that is in current use. The Administrator stated he would follow up. D. Bagley also asked whether

Airbnb's in Warren were being assessed as commercial property. The Administrator clarified that properties were assessed on fair market value and sales data and that Warren does not have designated commercial or residential zones.

There was brief discussion about the presentation of the Boston Post Cane, which would be scheduled for a Wednesday or Thursday morning to accommodate the recipient.

#### **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 \$486,980.10 after tonight's approved manifest of \$35,208.81.

The Tax Collections Account balance is \$321,843.23.

The Town Clerk Collections Account balance is \$3,000.

**BUILDINGS AND GROUNDS:** George Russell was not present at the meeting but provided a written report for the Board's review. G. Russell reported that he is still mowing between rain showers. G. Russell noted that he had Stephen Albro do weed whacking and tree trimming around the school ahead of opening day. The painting on the Town Hall stage is complete, G. Russell thanked Janine Maher. He also noted that the curtains were washed and ready to be hung back up soon. G. Russell noted that all of the fire extinguishers were inspected and that the Pythian Hall was added to the roster of Town buildings for inspection. In regards to the Transfer Station, G. Russell reported that a new motor was ordered for the compactor, the cost is upwards of \$3,729. G. Russell explained that if his budget was to encumber the cost of this purchase, he would be over by the end of the year, and suggested the Selectboard consider using ARPA funds for the purchase. The Board agreed unanimously. G. Russell also reported that he spent a couple partial days brush hogging and trimming trees at the Transfer Station. Finally, 1 bale of aluminum cans was produced and a bale of cardboard is in production.

#### **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. Suspicious Activity, Red Oak Hill Road; report of someone looking around seasonal property at night. Homeowner reported and sent videos, as well as a still images, of someone looking around their home at 10:30 P.M. Illegal Dumping, Moses Road; report of trash being dumped in the woods adjacent to Moses Road and OHRV Trail. No identifiable information found in the trash, will monitor. Animal Issue, Lake Tarleton Road; homeowner requesting help with feral cats. Will work to trap and transport to humane society. There was brief discussion about the parking near Ammonoosuc Community Health and the Masonic Temple.

Additional Notes: 26 Stops, 3 Citations

### **TOWN ADMINISTRATOR:**

The Town Administrator offered a brief report to the Board. He noted that the website project was underway and would be ready by Christmas. The Administrator noted that he would be working on finalizing the pitch ahead of presenting to the UNH students on August 31. Finally, the Administrator explained that DRA would be in the office next Tuesday to audit the Town's handling of religious, charitable, and education exemptions.

### **NEW BUSINESS:**

- a) *The Board of Selectmen unanimously agreed to join the New Hampshire Public Work Mutual Aid Association.*
- b) *S. McCartin moved to approve the Assessor's Abatement Recommendation for 2023, for Map/Lot: 232-033-444 in the form of a credit to be applied to the account. T. Bixby seconded the motion. Vote: McCartin – yes and Sackett – yes, Bixby – yes, and the motion passed 3-0-0.*

### **OLD BUSINESS:**

- a) The Board of Selectmen unanimously agreed to accept and review the Religious Exemption Application from Gnostic Memeplex despite being filed untimely. After review, the Board of Selectmen unanimously agreed to deny granting the exemption based on the merits of the application after consultation with municipal counsel and the Town's contracted assessing company. It was noted by the Administrator that this action was necessary in order to ensure the resident's prompt ability to appeal the Town's decision to BTLA, after learning that without acceptance as untimely, any appeal would be automatically denied by BTLA.

### **CORRESPONDENCE & NOTICES:**

The Town Administrator and Board of Selectmen reviewed recent correspondence and notices.



- a) The Administrator noted the public hearings for the acceptance of unanticipated grant funds on September 20, 2023.
- b) The Administrator shared a conversation with one of the residents of 1365 Route 25 in Glenclyff who requested that the streetlight closest to their home be replaced after being slotted for removal last year following the 2022 Town Meeting. The Board unanimously agreed that notice was provided and that the Town would not facilitate the replacement. The Board did acknowledge that there is no objection if the resident would like to engage NHEC and assume financial responsibility for the light.
- c) A copy of the Notice of Violation from the NH Office of Professional Licensure which was received by a local business was delivered to the Town.
- d) The Administrator noted that he is meeting with HEB Engineers and NH DOT to

discuss Bridge Aid reallocation on September 12.

- e) The Town received a Notice of Filing for Permit Modification for C.M. Whitcher Transfer Station Facility.
- f) The Town received the Final Flood Hazard Determination Memo from FEMA.

**ADJOURN:**

*T. Bixby moved the adjournment of the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: McCartin – yes, Bixby – yes, Sackett – yes, and the motion passed 3-0-0. The Board adjourned at 6:00 PM.*

		
Chairman, Chuck Sackett Jr.	Selectman, Todd Bixby	Selectman, Shirley McCartin