

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 1, 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, Warren Village School Board Chairman – Donald Bagley, Tax Collector – Maria Sanders, Road Agent – John Corso, Treasurer – Sheila Foote

Public Present: Jeremy Hair, Kathy Benassi, John Mackey, Kathy Archibald

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

APPROVAL OF MINUTES: T. Bixby *moved approval of the October 18, 2023 meeting minutes, as presented. S. McCartin seconded the motion. Vote: McCartin – yes and Bixby – yes, Sackett – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT: Warren Village School Chairman Don Bagley explained that he had heard recent allegations that the School Board was not giving any money back to the Town to reduce the tax rate. D. Bagley explained that approximately \$195,000 was returned in June. He explained that the School Board would be having a special meeting to add \$43,000 to the Special Education Trust Fund later this month.

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 \$152,402.75 before tonight's approved manifest of \$15,217.10.

The Tax Collections Account balance is \$329,066.38.

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

S. Foote noted that we have received the FY24 Quarter 2 Highway Block Grant.

TAX COLLECTOR:

M. Sanders was present at the meeting and provided a brief update of recent activity and the following reports.

a) Collections Summary for the Month of October 2023

Total: \$10,926.24 (\$8,807.99 in principal and \$1075.34 in interest/penalties; and \$1,042.91 in credits to be applied to 2023 P02 bill.)

b) Year to Date Collections Summary through October 2023

Total: \$1,898,214.36 (\$1,873,934.99 in principal and \$16,059.91 in interest/penalties; and \$8,219.46 in credits to be applied to 2023 P02 bill.)

c) October 2023 Tax Lien Redemptions Report

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 all heating systems had received their annual cleaning. The air conditioning units were removed and the window were washed. G. Russell noted that he helped the Road Agent get trucks ready for winter and put-up grade stakes along fences and flower beds. Finally, G. Russell thanked D. Bagley for brush hogging the backside of the ballfield. In regards to the Transfer Station, G. Russell reported that the annual tire special brought in approximately 240 tires. 1 bale of aluminum cans was produced and 1 bale of cardboard is in progress.

ROAD AGENT: John Corso was present at the meeting and provided a brief report of recent activity to the Board of Selectmen. J. Corso reported that he had been ditching, cleaning culverts, preparing roads and equipment for winter. J. Corso reported that he had graveled over Fish Hatchery Road and expressed concern about parking issues atop Breezy Point Road. He explained that this is used as turnaround and when filled, despite numerous no parking signs, it creates a safety hazard while backing down the road. There was brief conversation that included the Board of Selectmen and Chief of Police, indicating that violators would be ticketed and towed. There was additional discussion about the catch basins outside of Ammonoosuc Community Health Services (ACHS). It was explained that the maintenance of the health center property is not a responsibility of the town, however there has been a long-term understanding that the loop would be plowed and sanded by the Town, which would continue. J. Corso was directed to get back to ACHS and let them know we would continue winter maintenance but would not assume financial responsibility for other maintenance such as catch basin cleaning.

CHIEF OF POLICE:

Police Chief John Semertgakis was present at the meeting and provided a brief report of his recent activity to the Board of Selectmen. Warren Village School Emergency Drill; practice of lockdown procedures at WVS. Lost dog update; multiple sightings along Route 25 between Glenclyff and Warren, traps set by Granite State Dog Rescue. VIN Verification, Lake Tarleton Road; VIN Check on car. Alleged Abduction, Lake

Tarleton Road; report of a juvenile asked into a vehicle. Domestic Dispute, Clifford Brook Road; report of a domestic incident with a parent taking children from the home.

28 Traffic Stops, 4 Citations

TOWN ADMINISTRATOR:

The Town Administrator offered a brief report of recent activity to the Board. He noted slight progress on the Town website, ongoing grant management, a Planning Board application for review on November 6. He provided information relative to a recent meeting with Chris Fournier of HEB relative to the State Bridge Aid program. The Administrator noted that he had recently received correspondence relative to the religious exemption application and that he would soon start to review. Finally, the Administrator noted that he was working with the department heads on their 2024 budgets.

NEW BUSINESS:

- a) The Board reviewed and signed a snowmobile trail permission for 2024 for town owned property along Corridor 5.
- b) The Board reviewed and signed the 2023 Municipal Assessment Data Certificate prepared by KRT Appraisal.

OLD BUSINESS:

- a) The Administrator explained that he met with the petitioner on Monday who sought clarification regarding RSA 21:53 and whether certified letters with receipts was the only way to satisfy this requirement. The Administrator indicated that he was looking into this but did not have the information available for the meeting. The Administrator clarified that the Board's intention was to have the Public Hearing at a Selectboard meeting once notice requirements had been met.
- b) The Administrator noted that departmental budget conversations would begin at the November 15th Board meeting.

CORRESPONDENCE & NOTICES:

- a) The Administrator noted the November 6, 2023 Planning Board meeting which will include a public hearing for a subdivision application review.

NON-PUBLIC:

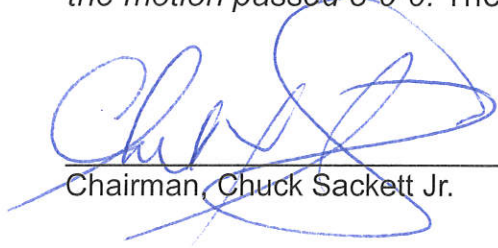
C. Sackett moved to enter into nonpublic session, in accordance with RSA 91-A:3 II (a). The motion was seconded by T. Bixby. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0. The Board entered into nonpublic session at 5:31 P.M.

S. McCartin moved to leave nonpublic session and return to public session at 6:15P.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.

ADJOURN:

C. Sackett moved to adjourn the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: Sackett – yes, McCartin – yes and Bixby – yes and the motion passed 3-0-0. The Board adjourned at 6:18 PM.



Chairman, Chuck Sackett Jr.



Selectman, Todd Bixby



Selectman, Shirley McCartin