

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, October 18, 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, Fire Chief – Arthur Heath, Warren Village School Board Chairman – Don Bagley, Tax Collector – Maria Sanders

**Public Present:** Jeremy Hair, Tom Babbit, Scott Brown, Walter Paskavitch, Cheryl Paskavitch, Kathy Benassi, Peter Boncek, Tom Babbit, Bruce Pollock

**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 4, 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:** School Board Chairman Don Bagley reported that the School Board will be having a special meeting to allocate \$43,000 to their Special Education Trust fund. The Special Meeting will be held on November 14, 2023 at 4:30 at the Warren Village School. Don Bagley also noted that he would be brush hogging at the ballfield soon.

**TREASURER'S REPORT:**

Treasurer, Sheila Foote was not present at the meeting and provided a report to the Board for review.

The Town of Warren Operating Account has a balance of \$154,597.15 before tonight's approved manifest.

The Tax Collections Account balance is \$326,400.64.

The Town Clerk Collections Account balance is \$14,728.

**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 mowing is done for the season and that he still needs brush hog. G. Russell reported that the tent

will be taken down on Thursday. G. Russell also noted that he is moving equipment into storage for winter. In regards to the Transfer Station, G. Russell reported that 2 loads of scrap metal were shipped out. G. Russell reported that the compactor was full a week ahead of schedule. 1 bale of plastic was produced. G. Russell thanked the John C. for helping with the scrap metal.

#### **FIRE CHIEF:**

Chief Heath reported a recent EMS assist. Chief Heath requested approval from the Board of Selectmen for withdrawal of up to \$5,000 from the Fire Department Expendable Trust Fund for the pump repair. *C. Sackett moved to authorize withdrawal of \$5,000 from the Fire Department Expendable Trust Fund. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes and Bixby – yes, and the motion passed 3-0-0.*

#### **TAX COLLECTOR:**

M. Sanders was present at the meeting and provided a brief update of recent activity and the following reports. Additionally, M. Sanders noted that New Hampshire Housing Assistance Program Packet has been mailed to all property owners with existing liens.

a. Collections Summary for the Month as of 9/28/2023

Total: \$6,811.91 (\$5,330.04 in principal and \$778.26 in interest/penalties; and \$703.61 in credits to be applied to 2023 P02 bill.)

b. Year to Date Collections Summary as of 9/28/2023

Total: \$1,886,469.67 (\$1,864,327.66 in principal and \$14,965.46 in interest/penalties; and \$7,176.55 in credits to be applied to 2023 P02 bill.)

#### **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. VIN Verification, Stimson Road, VIN check on a boat. Elderly Abuse, Pine Hill Road; working with BEAS on an alleged financial abuse of an elderly resident. The Chief provided a brief recap of Fall Festival activity noting there were no issues. The Chief noted he had 2 new DCYF cases.

#### **TOWN ADMINISTRATOR:**

The Town Administrator offered a brief report to the Board. He noted slight progress on the Town website, ongoing grant management, a couple Planning Board applications for October 23 and November 6 public hearings. Finally, the Administrator noted that he was meeting with D.E.S. about the Jameson Store property in regarding abatement funding.

#### **NEW BUSINESS:**

- a) The Board reviewed and signed a Pine Hill cemetery deed.
- b) The Board reviewed and signed an Intent to Cut for property owned by Jaime and Chris Whitcher, logged by Randy Cassidy.
- c) The Board reviewed and signed a municipal release of liability for Map 232, Lot 019.

- d) The Board reviewed a Land Use Change Tax Abatement, as recommended by the Assessor, for Map 228, Lot 014-1. The Administrator explained that according to the Assessor, an error was made and a LUCT was previously assessed. *C. Sackett moved to approve the abatement as recommended. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes and Bixby – yes, and the motion passed 3-0-0.*
- e) The Board reviewed the Policy & Notice of Nondiscrimination. The Administrator noted that this was necessary to receive the Assistance to Firefighter's Grant received earlier this year. *C. Sackett moved to adopt the policy. T. Bixby seconded the motion. Vote: Sackett – yes, McCartin – yes and Bixby – yes, and the motion passed 3-0-0.*
- f) There was brief discussion about the departmental budgeting schedule for 2024 which will begin in November.
- g) There was discussion about the upcoming tax rate. The Administrator explained that after the school has their November 14 meeting, they will be required to submit documents to DRA which will allow DRA to set the preliminary tax rate. The Administrator explained that the Water District and Town were well positioned and had submitted the documents required to receive the preliminary tax rate. Tax bills will be mailed the week of November 20 at the earliest.

#### **OLD BUSINESS:**

- a) The Administrator explained that the Town had received a letter from Walter Paskavitch, Cheryl Paskavitch, and Bruce Pollock. The Board of Selectmen offered the authors a chance to express their concerns. Walt Paskavitch explained that the Town did not follow the law when they voted to open Stimson Road to OHRVs. The Administrator read a portion of the letter referencing RSA 215-A:6, IX which states "following a duly noticed public hearing advertised at least 14 days in advance in a public location in the city or town and notification to abutters by verified mail pursuant to RSA 21:53, city or town councils and boards of selectmen may authorize the use of sidewalks and class IV, class V or class VI highways and bridges, or portions thereof, for use by OHRVs." The Administrator explained that following the decision to open the road at previous Selectboard meeting, we did send letters to abutters however they were not certified and a public hearing was not held. Mr. Boncek expressed his opinion. The Administrator stated that he would prepare the abutter notice but explained that the petitioner was responsible for the cost of the mailing. It was noted that the public hearing could occur as early as November 15. *Following the discussion, C. Sackett moved to revoke authorization for residents on Stimson Road to use Stimson Road with OHRVs. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes and Bixby – yes, and the motion passed 3-0-0.*

#### **CORRESPONDENCE & NOTICES:**

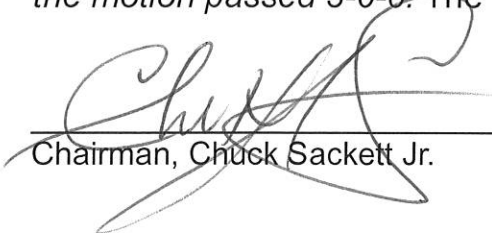
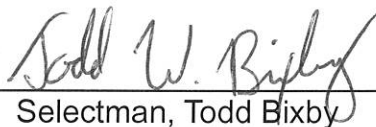
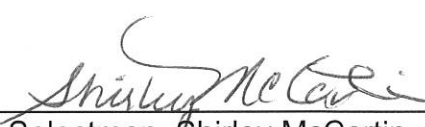
- a) The Administrator noted the Transfer Station Site Visit with the UNH Engineering

students on Friday, October 20, 2023.

- b) The Administrator also noted the October 23, 2023 Planning Board meeting which will include a public hearing for a subdivision application review.

**ADJOURN:**

*T. Bixby 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 5:42 PM.*

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