

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, October 4, 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

**Public Present:** Jeremy Hair, Tom Babbit, Scott Brown

**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 September 20, 2023 meeting minutes, as presented. S. McCartin seconded the motion. Vote: McCartin – yes and Bixby – yes, and the motion passed 2-0-0.*

**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 \$149,609.58 after tonight's approved manifest of \$184,604.61. The September reconciliation report was provided for review.

The Tax Collections Account balance is \$326,333.96. The September reconciliation report was provided for review.

The Town Clerk Collections Account balance is \$3,500. The September reconciliation report was provided for review.

S. Foote noted that she was out of the office from October 13<sup>th</sup> through October 24. Deputy Treasurer, Heather Warner will cover.

**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 as needed and has been doing some brush hogging as well. G. Russell also reported that the fire alarms and panic buttons installed at the Town Office were tested

successfully. In regards to the Transfer Station, G. Russell reported that 1 load aluminum cans and batteries were hauled. The electronics were shipped out and the freon has been removed from the refrigerators and air conditioning units. G. Russell noted that the scrap metal was being shipped out next Tuesday.

#### **FIRE CHIEF:**

Chief Heath provided the Board with an update relative to the pump repair which was currently being worked on. Chief Heath reported a recent EMS assist.

#### **ROAD AGENT:**

J. Corso was present at the meeting and provided a brief update of recent activity to the Board. He noted that he was currently spot grading roads, he reported hiring T. Babbit to do road side mowing in a few spots throughout Town where it was needed. J. Corso reported that he was scheduled to perform regular maintenance on the equipment ahead of the winter season. There was discussion about budget concerns and remaining projects for 2023. The Board suggested being frugal. Todd inquired about guard rails that were in need of repair. J. Corso stated he had arranged for a contractor to repair the guard rails but was not sure of the timeline.

#### **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. Alarm test at Town Office. Animal complaint, Beech Hill Road; report of loose dog, did not locate. Welfare Check, Route 25; wellness check called in for a family member, no issue. DUI arrest/Protective Custody, Mountain Meadow Road; DUI caused vehicle collision, arrest, and later protective custody. Medical emergency, Studio Road; report of woman being violent on med call, was not the case. Mutual Aid, Wentworth, report of State Trooper lost contact on an arrest, was cancelled. Fireworks complaint; Swain Hill Road.

#### **TOWN ADMINISTRATOR:**

The Town Administrator offered a brief report to the Board. He reported multiple applications submitted to the Planning Board which were being reviewed and processed. The Administrator noted that there was yet another piece of 2017 FEMA reimbursement documentation being requested and that he would work with Janice to satisfy that request. The Administrator noted that later in the meeting the Board would be reviewing and signing a number of documents required to set our tax rate. He reiterated that the website was on schedule. Town Administrator Albro explained that he had received a Right to Know request from a resident and was working to determine what information could be released in accordance with State law which protects personally identifying information from being released. The Administrator also noted that he was managing an abundance of grant related tasks.

#### **NEW BUSINESS:**

- a) The Board reviewed and signed the 2023 MS -1: Summary Inventory of Valuation.

- b) The Board reviewed and signed the 2023 MS -535: Financial Report of the Budget.
- c) The Board reviewed and signed the 2023 MS -434: Revised Estimate of Revenues.
- d) The Board reviewed and signed Reports of Cut for property owned by Wade and Veralisa Reed.

#### **OLD BUSINESS:**

- a) The Administrator explained that he had not had the opportunity to gather information about the Week's Crossing culvert repair, ahead of future discussions relative to the Town's possible independent repair of Lund Lane Culvert which is on the State's Red List of Bridges and eligible for 80% match funds available to the Town of Warren through the State Bridge Aid program. The Administrator recapped the most recent correspondence with NH DOT which indicated Chase Road would not be an eligible project for reallocation of State Bridge Aid funds because it was not on currently on the Red List. The Administrator noted that Chase Road was on the Red List until the metrics changed around 2017. The Board agreed to continue conversation but there was general acknowledgement that participation in the State Bridge Aid Program for the repair of the Fish Hatchery Road Bridge or the Lund Lane Culvert did not serve our local community, as well as repair of the Chase Road bridge. The Board suggested that the Administrator relay their thoughts to Chris Fournier for suggestions, alternative options, and continued discussion relative to making future repairs to Warren's bridges.

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

- a) The Board reviewed recent D.E.S. notifications.
- b) The Administrator was asked by T. Babbit to relay that the Save the Racks event hosted by MMATV Club raised \$12,000 and contributed a truck load of food to the Warren Wentworth Food Pantry.

#### **NON-PUBLIC:**

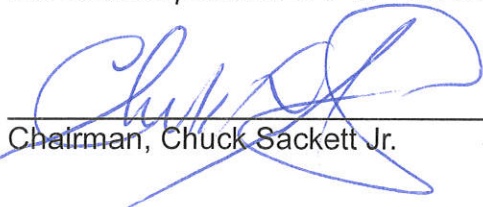
C. Sackett moved to enter into nonpublic session, in accordance with RSA 91-A:3 II (a). The motion was seconded by T. Bixby. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0. The Board entered into nonpublic session at 5:40 P.M.

C. Sackett moved to leave nonpublic session and return to public session at 5:50 P.M. T. Bixby seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes, and the motion passed 3-0-0.

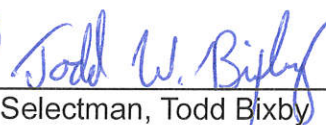
C. Sackett moved to seal the minutes for 40 years because it was determined that divulgence of this information would likely affect adversely the reputation of any person other than a member of the Board. S. McCartin seconded the motion. Vote: Sackett – yes, McCartin – yes, Bixby – yes and the motion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

**ADJOURN:**

*S. McCartin moved to adjourn the regular meeting of the Select Board. The motion was seconded by T. Bixby. Vote: Sackett – yes, McCartin – yes and Bixby – yes and the motion passed 3-0-0. The Board adjourned at 5:52 PM.*



Chairman, Chuck Sackett Jr.



Selectman, Todd Bixby



Selectman, Shirley McCartin