

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, May 13, 2026**

CALL TO ORDER:

Selectman Sackett called the meeting to order at 5:00 PM and led the audience in the Pledge of Allegiance.

Select Board Members Present: Shirley McCartin and Chuck Sackett

Town Staff/Officials Present: Town Administrator – Austin Albro, Treasurer – Sheila Foote, Fire Chief – Arthur Heath, Police Chief – John Semertgakis, Tax Collector – Maria Sanders, Deputy Tax Collector – Karen Youngman

Public Present: Tom Babbit, David and Judy Whitcher, Chuck Eddy, Chris Whitcher

SELECT BOARD MANIFEST: *S. McCartin moved to approve the May 13, 2026 manifest. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.*

APPROVAL OF MINUTES: *C. Sackett moved to approve the April 29, 2026 minutes as written. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes and the motion passed 2-0-0.*

PUBLIC COMMENT:

Maria Sanders informed those present that she would be hosting a reading and book signing for her book, *The Redstone Missile Creature*, at the Joseph Patch Library on Saturday at 10:00 AM. She also reported that a living history presenter would be hosting a presentation about Galileo at the Joseph Patch Library on Monday at 10:00 AM. M. Sanders noted that the presentation was grant funded through New Hampshire Humanities.

Judy Whitcher expressed appreciation for the recent maintenance completed at the McVetty Town Forest. She stated that the trail system was growing in popularity and expressed concern regarding unleashed dogs. Further discussion followed regarding signage, leash requirements, and applicable state laws.

Tom Babbit informed the Board that an ATV club work party would be held on Saturday and that the trails would open the following Saturday. Discussion followed regarding the requirement that chainsaw operators be certified through the State when removing limbs from the trails. T. Babbit stated that he believed these training opportunities could be made available to Town staff or members of the community.

Chris Whitcher stated that the Main Street demolition projects looked good, but expressed frustration with the contractor selection process and the fact that the project

was not awarded to the low bidder, CM Whitcher Rubbish Removal, which submitted a bid of \$191,400. The Administrator explained the relationship between the NH DES Brownfields Program and Weston & Sampson, the engineering firm hired by the State to assist the Town with grant management. The Administrator further explained that the Board followed Weston & Sampson's recommendation to hire the second lowest bidder, S&R Corporation, which submitted a bid of \$192,000, because the bid packet submitted by CM Whitcher Rubbish Removal was incomplete and did not include the required bid bond at the time of opening.

Further discussion followed regarding the project being grant funded through the Invest NH Municipal Demolition Grant, with administrative support provided by Weston & Sampson through NH DES. It was noted that it is likely that 100% of the project costs will be reimbursed to the Town, with only approximately \$2,300 in initial permitting costs still in question at this time.

TREASURER:

Treasurer Sheila Foote was present at the meeting and provided a report to the Board for review.

The Town of Warren Operating Account balance is \$107,151.50 after tonight's approved manifest of \$117,186.96. The April reconciliation report was provided for the Board's review.

The Town of Warren Town Clerk Account balance is \$3,500.00. The April reconciliation report was provided for the Board's review.

The Tax Collections Account balance is \$516,415.67. The April reconciliation report was provided for the Board's review.

We have received the Fiscal Year 2026, Quarter 4 Highway Block Grant in the amount of \$7,642.55.

The 2026-2027 Warren School District payment schedule was provided for the Board's review. The Treasurer noted that the monthly payment would increase to \$143,498 starting in July.

TAX COLLECTOR:

Tax Collector, Maria Sanders was present and provided the following reports and information for the Board's consideration.

Collections Summary for the month of May 2026 (Printed May 13, 2026)

- a. \$6,792.44 has been collected in Gross Receipts. (\$4,781.17 in principal; \$270.76 in interest and penalties; and \$1,740.51 in credits to be applied to 2026 P01 bill.)

Year to Date Collections Summary (Printed May 13, 2026)

- a. \$221,557.96 has been collected in Gross Receipts. (\$208,895.66 in principal; \$5,058.11 in interest and penalties; and \$7,604.19 in credits to be applied to 2026 P01 bill.)

The Tax Collector provided a list of other important dates:

May 25, 2026: Liens will be executed for properties with outstanding 2025 tax balances.

June 1, 2026: Deed notices will be mailed for properties with 2023 liens.

July 6, 2026: Deed execution will occur at 3:00 PM for properties with 2023 liens.

BUILDINGS AND GROUNDS:

Facilities Manager George Russell was not present at the meeting; however, a written report was submitted. The report stated that three septic tanks had been pumped, with one remaining to be completed. Two risers have been ordered for the Town Hall septic tank. G. Russell thanked the Administrator for his assistance locating old septic maps and also expressed appreciation to Kenny Bancroft for his assistance. The report also noted that a new entrance door will be installed at KP Hall later this summer.

Regarding the Transfer Station, G. Russell reported that the new monitoring well has been installed. Tires have been shipped out, and Freon has been removed from the air conditioning units and refrigerators. Scrap metal will be shipped out next.

FIRE CHIEF:

Fire Chief Arthur Heath reported on recent Fire Department and EMS activity. Calls included an EMS call for breathing difficulty on May 1; an EMS call for traumatic injury on May 3; an EMS call for chest pain on May 4; an EMS call for an animal bite on May 8; and an EMS call for a fall on May 12.

POLICE CHIEF:

Police Chief John Semertgakis reported on recent department activity.

TOWN ADMINISTRATOR:

The Town Administrator reported that he continues to manage ongoing resident inquiries and requests. He stated that documents had been submitted for review as part of the 2025 audit preparation. The Administrator also reported that a .gov in a Box grant assessment meeting was scheduled for the following day from 10:00 AM to 12:00 PM.

The Administrator noted that he was completing a follow-up request associated with a previously completed Right-to-Know request from a resident. He also reported that he was working on reporting for the Invest NH Municipal Demolition Grant, corresponding with counsel relative to the Town's acceptance of the Willing Workers Hall, and addressing the SMSWD well easement.

The Administrator further reported that he was processing two Reports of Cut and two Reports of Excavated Materials that had been submitted to the Town in recent months. Discussion followed regarding the due date for tax bills. After discussion between the Tax Collector and the Board of Selectmen, there was agreement that the tax bills would be due on July 9. The Warrant will be prepared for signature at the next meeting, May 27.

The Administrator reported that a flood map meeting with USGS to discuss mapping changes was scheduled for June 9. He also noted that he was working on reporting for New Hampshire Employment Security and Community Profiles. The Town had received the 2025 equalized values, as well as a report from Weston & Sampson regarding Baker River mitigation recommendations and a geomorphology report. Copies were provided to the Board for review.

NEW BUSINESS:

- a) The Administrator shared that the Town had received confirmation of a grant from New Hampshire Homeland Security and Emergency Management to update the Town's Local Hazard Mitigation Plan.
- b) The Administrator explained that New Hampshire Department of Transportation had reached out to gauge the Town's interest in reallocating funding allotted for the Fish Hatchery Road Bridge to Chase Road. The Board agreed that the reallocation of funding was in the best interest of the Town and encouraged the Administrator to relay that message directly to NH DOT. The Administrator noted that the Town would look to apply for Federal Lands Access Program funding for the Fish Hatchery Road Bridge when the application process begins again in three years.
- c) The Administrator explained that the septic tank at KP Hall has a leak. The Board agreed that the issue must be addressed. The Administrator indicated that he would work with the Facilities Manager to begin the process.
- d) The Board reviewed and approved administrative abatements for two tax-deeded properties that were not removed from the tax rolls prior to executing the final warrant and printing the tax bills last December. C. Sackett moved to approve the abatement request. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.
- e) The Board reviewed and signed a replacement cemetery deed prepared by the Cemetery Trustees.

OLD BUSINESS:

- a) The Administrator informed the Board that another meeting regarding the nearly completed Invest NH Municipal Demolition Grant project would be held on Monday.

CORRESPONDENCE:

The Board reviewed recent correspondence.

NON-PUBLIC SESSION:

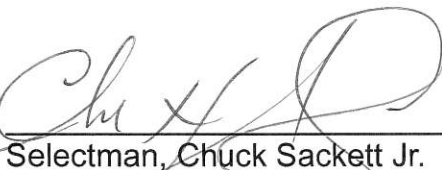
C. Sackett moved to enter nonpublic session in accordance with RSA 91-A:3, II(c), for matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. The exemption also extends to any application for assistance or tax abatement, or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant. The motion was seconded by S. McCartin. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0. The Board entered nonpublic session at 5:55 PM

C. Sackett moved to exit nonpublic session and return to public session at 6:00 PM. The motion was seconded by S. McCartin. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.

C. Sackett moved to seal the minutes of the nonpublic session for 40 years pursuant to RSA 91-A:3, III, as the Board determined that divulgence of the information discussed likely would affect adversely the reputation of an individual other than a member of the Board. Given the unique dynamics of a small-town community, where information can quickly become personal and impactful, the Board further determined that continued confidentiality is necessary to preserve the privacy, dignity, and reputation of the individual involved. The motion was seconded by S. McCartin. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0.

ADJOURN:

C. Sackett moved to adjourn the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: McCartin – yes, Sackett – yes, and the motion passed 2-0-0. The Board adjourned at 6:03 PM.


Selectman, Chuck Sackett Jr.

Chairman, Jeremy Hair


Selectman, Shirley McCartin