

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, July 22, 2026**

**CALL TO ORDER:**

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

**Select Board Members Present:** Jeremy Hair, Shirley McCartin, and Chuck Sackett

**Town Staff/Officials Present:** Town Administrator – Austin Albro, Tax Collector – Maria Sanders, Treasurer – Sheila Foote, Police Chief – John Semertgakis, Fire Chief – Michael Norkelun, Library Trustee – Donna Campbell

**Public Present:** Kathy Archibald and Scott Brown

**SELECT BOARD MANIFEST:** *C. Sackett moved to approve the July 22, 2026 manifest. S. McCartin seconded the motion. Vote: McCartin – yes, Sackett – yes, Hair – yes, and the motion passed 3-0-0.*

**APPROVAL OF MINUTES:** *S. McCartin moved to approve the July 8, 2026 meeting minutes as amended. C. Sackett seconded the motion. Vote: McCartin – yes, Sackett – yes, Hair – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:**

There was no public comment.

**TREASURER:**

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

The Town of Warren Operating Account had a balance of \$728,136.74 following approval of the evening's manifest in the amount of \$274,474.30.

The Town Clerk Account had a balance of \$3,480.00.

The Tax Collections Account had a balance of \$363,739.83.

**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 July 2026 (Printed July 20, 2026)

- a. \$612,819.31 has been collected in Gross Receipts. (\$610,322.42 in principal; \$744.88 in interest and penalties; and \$1,752.01 in credits to be applied to

2026 P01 bill.)

**Year to Date Collections Summary (January 1, 2026 – July 20, 2026)**

- a. \$1,458,215.36 has been collected in Gross Receipts. (\$1,445,087.17 in principal; \$9,953.95 in interest and penalties; and \$3,174.24 in credits to be applied to 2026 P02 bill.)

The Tax Collector's Office Hours will return to one day per week, Thursdays 4:00-6:00 PM after July.

**BUILDINGS AND GROUNDS:**

Facilities Manager George Russell was not present at the meeting; however, he submitted a written report. Mr. Russell reported that he had been mowing and trimming as needed, had finished cleaning up following Old Home Day, and had assisted John Corso with moving equipment as needed. The emergency siren repair had to be requoted, and he was still awaiting the updated quote.

Regarding the Transfer Station, Mr. Russell reported that electronics were scheduled to be picked up on July 28 and scrap metal was scheduled to be shipped on July 24. He contacted Kevin Knapp to schedule work on the fork truck's throttle. One bale of aluminum cans was produced.

**FIRE CHIEF:**

Fire Chief Michael Norkelun provided the following report covering July 9 through July 18, 2026. During the reporting period, the Warren Fire Department responded to four emergency incidents: a psychiatric emergency involving a possible suicide attempt on July 9; a traumatic head injury on July 10; an unconscious person or fainting incident on July 17; and a cardiac emergency involving a possible heart attack on July 18.

In addition to responding to emergency incidents, department personnel performed preventive maintenance at several Town water sources to help ensure they remain operational and accessible for emergency use.

Chief Norkelun also reported that the department had begun developing an aggressive grant program focused on securing state, federal, and private funding for equipment, training, and future capital projects. The goal of the initiative is to reduce the financial burden on the Town while continuing to improve the department's capabilities and level of service.

**POLICE CHIEF:**

Chief John Semertgakis reported completing four VIN verifications during the reporting period. He investigated the theft of a trailer registration plate on Swain Hill Road, a juvenile-related incident during Old Home Day weekend, and two 911 hang-up calls: one at Moose Hillock Campground and one on Simmons Drive. Chief Semertgakis also investigated vandalism at Warren Village School, where the sports shed had been

broken into; no loss was reported. Additionally, he received a report of medication stolen from a vehicle parked at Appleknockers on Route 25. Chief Semertgakis conducted 22 motor vehicle stops and issued two citations.

#### **TOWN ADMINISTRATOR:**

The Town Administrator indicated that the majority of his report would be addressed throughout the remainder of the agenda.

#### **NEW BUSINESS:**

- a) The Board reviewed and signed an Intent to Cut for Map 224, Lot 004.
- b) The Historical Society requested permission to remove two evergreen trees from its lawn. After discussion, the Board approved the request and indicated that the trees could be removed.
- c) *S. McCartin moved to appoint Fire Chief Michael Norkelun as Warren's local forest fire warden. J. Hair seconded the motion. Vote: McCartin—yes; Sackett—yes; Hair—yes. The motion passed, 3-0-0.*
- d) *S. McCartin moved to appoint Chief Norkelun as Warren's representative to the Lakes Region Mutual Aid Association. J. Hair seconded the motion. Vote: McCartin—yes; Sackett—yes; Hair—yes. The motion passed, 3-0-0.*
- e) *C. Sackett moved to authorize Police Chief John Semertgakis to enter into a grant agreement with the New Hampshire Fish and Game Department. S. McCartin seconded the motion. Vote: McCartin—yes; Sackett—yes; Hair—yes. The motion passed, 3-0-0.*
- f) *J. Hair moved to accept the terms of the Highway Safety Grant, as presented, in the amount of \$5,300. S. McCartin seconded the motion. Vote: McCartin—yes; Sackett—yes; Hair—yes. The motion passed, 3-0-0. The Select Board, in a majority vote, accepted the terms of the Highway Safety Grant as presented in the amount of \$5,300.*
- g) The Board and Town Administrator discussed potential projects to propose to the University of New Hampshire Engineering Capstone students. Ideas included continued design work for a Highway Department facility, design of a Fire Department facility, Transfer Station design improvements, and bridge replacement analysis. The Administrator indicated that he would work with the Board over the coming weeks to select one or two projects to propose to the students.
- h) The Administrator reported that the first meeting for the Local Hazard Mitigation Update was scheduled for November 3 but was subject to change due to scheduling conflicts related to Election Day.
- i) The Board reviewed and signed Land Use Change Tax documents prepared by KRT for Map 220, Lot 008, and Map 228, 001.
- j) After brief discussion, the Board agreed to accept the return of surplus funds from Primex in the form of a check.

#### **OLD BUSINESS:**

- a) After reviewing the Gov in a Box assessment report, the Board agreed to

proceed with the grant-funded project to transition the Town's website from a .com to a .gov domain and implement additional digital security upgrades.

- b) The Administrator reported that he was working to complete the reimbursement request for the Main Street Demolition grant.
- c) The Administrator reported that he had no update regarding the well shared by several users on Pine Hill and Route 25. Selectman Sackett informed the audience that he recalled the State being involved in the well's installation following contamination associated with the New Hampshire Department of Transportation's former salt supply site on Route 25. The Administrator indicated that he would review the Town's files and coordinate with legal counsel.
- d) The Board discussed the continuation of the Community Roundtables and agreed to revisit the matter at a future meeting.

### **CORRESPONDENCE:**

The Board reviewed recent correspondence.

---

### **ADJOURN:**

*S. McCartin moved to adjourn the regular meeting of the Select Board. The motion was seconded by C. Sackett. Vote: McCartin – yes, Sackett – yes, Hair – yes, and the motion passed 3-0-0. The Board adjourned at 5:30 PM.*

|                                                                                     |                                                                                     |                                                                                       |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|  |  |  |
| Selectman, Chuck Sackett Jr.                                                        | Chairman, Jeremy Hair                                                               | Selectman, Shirley McCartin                                                           |