

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, September 2, 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 and Shirley McCartin. Chuck Sackett arrived late.

Town Staff/Officials Present: Town Administrator – Austin Albro, Tax Collector – Karen Youngman, Police Chief – John Semertgakis, Treasurer – Sheila Foote, Cemetery Trustee and E-911 Coordinator – Don Bagley, Fire Chief – Mike Norkelun, Road Agent – John Corso, Volunteer Intern – Abby Proost

Public Present: Jasmine Click, Janet Proost, Kathy Archibald

SELECT BOARD MANIFEST: *S. McCartin moved to approve the September 2, 2026 manifest. J. Hair seconded the motion. Vote: McCartin – yes, Hair – yes, and the motion passed 2-0-0.*

APPROVAL OF MINUTES: *S. McCartin moved to approve the August 19, 2026 meeting minutes as amended. J. Hair seconded the motion. Vote: McCartin – yes, Hair – yes, and the motion passed 2-0-0.*

PUBLIC COMMENT:

Selectman Jeremy Hair provided an update to the Board relative to the establishment of the regional EMS district indicating that communities are meeting with their shared lawyer on September 22 to continue working on establishment.

Donald Bagley suggested that a fact sheet be provided during the next revaluation. He suggested this may help avoid confusion.

Donald Bagley also provided an update relative to stone repairs at the cemeteries.

Karen Youngman inquired about the status of the sign improvements at the Swain Hill, Gould Hill, and Pine Hill intersection. The Administrator stated he would discuss with the road agent.

TREASURER:

Treasurer Sheila Foote was present and submitted a report for the Board's review.

Following approval of the evening's manifest in the amount of \$40,488.22, the Town of Warren Operating Account had a balance of \$572,433.43.

The Town Clerk Account had a balance of \$3,321.90.

The Tax Collections Account had a balance of \$408,551.25.

TAX COLLECTOR:

Tax Collector Karen Youngman was present and provided the following reports and information for the Board's consideration:

August 2026 Collections Summary (printed September 1, 2026):

Gross receipts totaling \$43,493.41 were collected, consisting of \$40,116.35 in principal, \$240.57 in interest and penalties, and \$3,136.49 in credits to be applied to the 2026 P02 bill.

Year-to-Date Collections Summary (January 1–September 1, 2026):

Gross receipts totaling \$1,546,052.83 were collected, consisting of \$1,528,648.55 in principal, \$10,598.22 in interest and penalties, and \$6,806.06 in credits to be applied to the 2026 P02 bill.

BUILDINGS AND GROUNDS:

Facilities Manager George Russell was not present but submitted a written report. Russell reported that all fire extinguishers were inspected. Furnaces are scheduled for cleaning on September 17 and September 18. Water meters are being installed on Town buildings on September 23. Setup for the elections will occur Thursday morning. Russell also reported that he worked with the Road Agent to remove trees at the Historical Society at its request.

At the Transfer Station, the throttle cable on the fork truck was repaired, and the bale clamps were installed. A spare propane tank for the fork truck was ordered. The loading dock project will begin next. One bale of plastic is in production.

The proposal to obtain detailed mechanical information about the steeple clock, including photographs and videos, was \$2,500. The proposal does not include the cost of any repairs. The Board agreed that obtaining the report would help determine whether major repairs should be considered as part of the 2027 budget and Town Meeting process. The Administrator will report on available funding at a future meeting.

FIRE CHIEF:

Chief Mike Norkelun provided the Board with a report of recent activity. During the previous two weeks, the Warren Fire Department responded to four incidents, consisting of two EMS calls, one ATV accident, and one inspection service. The Department completed a joint inspection with the New Hampshire State Fire Marshal's Office concerning a boiler system on Breezy Point Road.

Training and preparedness efforts continued, including Jaws of Life/vehicle extrication, VEIS (Vent-Enter-Isolate-Search), and EMS training focused on traumatic injuries from motorcycle and ATV accidents. Additional hands-on training scenarios are being developed using the building at Chase Road and Route 25, with Wentworth Fire Department expected to be invited to participate to strengthen mutual-aid coordination.

The Department is also developing and updating Standard Operating Guidelines (SOGs) to improve consistency, accountability, and operational procedures. Equipment improvements included an upgrade to the firehouse air compressor system and the addition of a new portable pump.

Following discussion, the Board agreed to reimburse Habitat for Humanity in the amount of \$1,102 for the asbestos analysis conducted at the Chase Road property. The Administrator stated that the reimbursement will be included in a future manifest.

POLICE CHIEF:

Chief John Semertgakis provided an update of recent activity. The Chief handled two OHRV complaints on Corridor 5 involving two groups of juveniles, as well as an OHRV rollover near Hildreth Dam, which resulted in the operator being transported to Speare Memorial Hospital.

The Chief made an arrest on Chase Road on an outstanding Piermont warrant. He also responded to an animal complaint on Swain Hill Road, where it was determined that the dog was being properly cared for, and a domestic disturbance on Lake Tarleton Road, which was resolved through mediation with no crimes committed.

The Chief also provided mutual aid to the Haverhill Police Department for a mental health crisis involving an armed individual. The individual was taken into custody without incident.

During the reporting period, the Chief conducted 41 traffic stops and issued four citations.

TOWN ADMINISTRATOR:

Town Administrator Austin Albro reported on recent activity.

The Administrator reported a resident reached out regarding the discontinuance of a portion of Class VI town road off Pleasant View Road. The Administrator reported that discontinuance of road generally requires a Town Meeting vote and compliance with the notice and access requirements of RSA 231:43. Additional research is needed regarding the road's classification, ownership, and the specific circumstances of the request.

The timber intents submitted at the last meeting were incorrect and were therefore not processed. The property owner was notified. The Administrator also reported that

several timber reports will be processed ahead of the next meeting. Revised 2026 revenue estimates will be provided to the Board for review ahead of the next meeting and discussed on September 16. The deed for the Willing Workers property is ready to be recorded. The Town's ARPA closeout reporting has been submitted. An updated job description for the Road Agent position is in progress. The Town is currently seeking applicants for the part-time Deputy Tax Collector and Deputy Town Treasurer positions.

Selectman Sackett arrived.

NEW BUSINESS:

- a) The Board opened bids for surplus equipment and unanimously accepted the following high bids: John Proost, \$50 for the water tanks; Joseph Marshall, \$300 for the mower; and Richard Spaulding, \$250 for the trailer.
- b) The Board discussed the Old Home Day Committee's request to place a storage container behind Town Hall for Old Home Day supplies. The Board did not express any concerns but requested that the container be in good condition. The Board of Selectmen requested that the Town Administrator send a thank-you card to the Whitcher Family for donating fireworks for this year's Old Home Day celebration and expressed their appreciation on behalf of the Town.
- c) The Administrator reported that an extension of the deadline to submit the MS-1, Summary Inventory of Valuation, had been requested because utility-value calculations had delayed its completion.

OLD BUSINESS:

- a) The Beech Hill/Mountain Meadow paving project had not yet been scheduled.
- b) The Administrator reported that the update to the Local Hazard Mitigation Plan will begin with a kickoff meeting on November 10 at 10:00 a.m. at Town Hall. All are welcome, and volunteers are needed.
- c) The Administrator reported that the presentation to the UNH Civil/Environmental Engineering Capstone students will take place on September 8.
- d) The Administrator reported that there was no additional information regarding reimbursement for the Main Street project and that he would follow up with the State.

CORRESPONDENCE:

The Board reviewed recent correspondence.

NON-PUBLIC SESSION:

J. Hair 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,

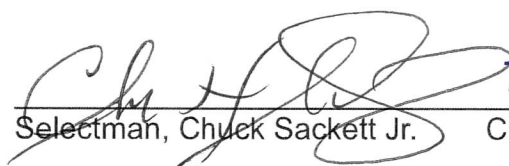
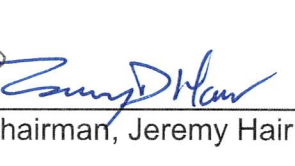
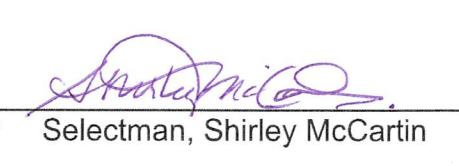
Sackett – yes, Hair – yes, and the motion passed 3-0-0. The Board entered nonpublic session at 5:38 PM.

S. McCartin moved to exit nonpublic session and return to public session at 5:48 PM. The motion was seconded by J. Hair. Vote: McCartin – yes, Sackett – yes, Hair – yes, and the motion passed 3-0-0.

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, Hair – yes, and the motion passed 3-0-0.

ADJOURN:

J. Hair 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 5:50 PM.

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