WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, September 16, 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, Chuck Sackett

Town Staff/Officials Present: Town Administrator – Austin Albro, Tax Collector – Karen Youngman, Police Chief – John Semertgakis, Treasurer – Sheila Foote, Fire Chief – Mike Norkelun, Supervisor of the Checklist – Kathy Benassi

Public Present: None present

SELECT BOARD MANIFEST: *C. Sackett moved to approve the September 16, 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 September 2, 2026 meeting minutes as amended. J. Hair seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT:
Kathy Benassi, Supervisor of the Checklist, requested a laptop for use by the Supervisors of the Checklist. The Administrator indicated that would be arranged for the upcoming November election.

TREASURER:
Treasurer Sheila Foote was present and submitted the August reconciliation reports for the Board's review. Following approval of the evening's manifest totaling $175,632.92, the Operating Account balance was $412,376.86.

The Town Clerk Account balance was $3,500.00.

The Tax Collections Account balance was $407,824.69.

Foote also provided the Education Tax Warrant for Tax Year 2027, which will be used to calculate the locally assessed State Education Tax rate in the fall.

She reported that she will be attending the annual New Hampshire Finance and Budget Conference in Littleton on September 24, 2026.

TAX COLLECTOR:

Tax Collector Karen Youngman was present and submitted collection reports for the Board's review.

For the partial month of September, through September 15, 2026, gross collections totaled $4,437.43, consisting of $3,672.44 in principal, $54.93 in interest and penalties, and $710.06 in credits to be applied to the 2026 P02 tax bill.

Year-to-date gross collections from January 1 through September 15, 2026, totaled $1,548,471.26, consisting of $1,532,320.99 in principal, $10,705.54 in interest and penalties, and $5,444.73 in credits to be applied to the 2026 P02 tax bill.

BUILDINGS AND GROUNDS:
Facilities Manager George Russell reported that furnace cleanings had been rescheduled for October 1 and 2. The voting booths and related materials were cleaned and put away. The steeple clock specialist anticipated visiting within approximately three weeks to inspect the clock and provide a detailed report, including recommendations and estimated repair costs. The quoted cost for the inspection and report would be honored through Town Meeting. Twelve half-barrel planters were ordered for Parks and Recreation. John Corso picked them up and placed them in storage.

TRANSFER STATION:
Russell reported that the old framework used to hold the sanders was repaired. Scrap metal was scheduled to be shipped out on Friday, and one bale of cardboard was produced.

FIRE CHIEF:
Fire Chief Mike Norkelun reported that the Warren Volunteer Fire Department responded to 10 incidents between September 4 and September 15, 2026. The Department responded to an EMS call for a fall on September 4; an ATV rollover involving a trapped individual on September 5, with no injuries reported; a tree blocking Route 118 on September 7, which was removed and the roadway cleared; and another EMS call for a fall on September 9. On September 10, the Department responded to separate EMS calls for chest pain and abdominal pain. Additional responses included an EMS call for an unconscious person on September 12, an EMS call for breathing difficulties on September 13, and EMS calls for falls on September 14 and September 15.

The Department continued identifying potential grant opportunities and forwarding information to the Town's grant writer for review and possible application. Its first annual fire-hose testing was scheduled. The Department's telephone and answering machine were upgraded, allowing members of the public to leave messages that will be checked by the Fire Chief or the Chief's designee at least once every 24 hours.

A work party was scheduled for September 18 to begin cleaning the proposed Fire

Department property at the corner of Chase Road and Route 25. The first meeting with University of New Hampshire engineering students was scheduled for September 21. The students will assist the Town and Fire Department with preliminary engineering plans for the proposed site.

Norkelun reported he is working to obtain two vehicles from a Rumney junkyard for Department training. The State of New Hampshire confirmed his appointment as the Town of Warren Fire Warden and accepted his prior training qualifications. The Department also continued reviewing, revising, and developing its Standard Operating Guidelines.

POLICE CHIEF:
Chief John Semertgakis was present and provided an update of recent activity.

TOWN ADMINISTRATOR:
Town Administrator Austin Albro provided an update on recent activity. The Board discussed a fall informational flyer to be mailed to all residents highlighting upcoming activities, community information, and the available Deputy Tax Collector and Deputy Treasurer positions.

Albro also reported that the Town had received its Statewide Education Property Tax assessment. Warren's obligation decreased from $161,274 in 2026 to $159,936 in 2027, a reduction of $1,338. The 2027 assessment will be used in calculating the Town's final tax rate.

NEW BUSINESS:

a) The Town Administrator reviewed the revised MS-434 Estimated Revenues report. He noted that revenues were expected to exceed estimates overall, with strong performance in Land Use Change Tax revenue and EMS insurance reimbursements. Revenue from the sale of municipal property was below expectations due to the postponement of an auction of Town-owned property, which is now anticipated to occur in 2027. The Administrator will work with the New Hampshire Department of Revenue Administration over the coming weeks to help set the tax rate in October.
b) The Town Administrator reported receiving updated utility property values resulting from the most recent revaluation. Preliminary utility values increased from $11,973,100 to $25,456,700.
c) The Board discussed the potential disposal of items located on the tax-deeded property owned by the Town on Chase Road. The Town Administrator explained that the Town's policy requires items valued at more than $100 to be sold at auction, through sealed bids, or by another method approved by the Board. The Board agreed that a complete inventory of the items at the site was needed before any decisions could be made.

OLD BUSINESS:

a) The Beech Hill Road/Mountain Meadow Road paving project had not yet been scheduled.
b) The Town Administrator reported that the Fire Station/Public Safety Building project was selected by University of New Hampshire civil and environmental engineering students for their capstone project. Biweekly meetings were scheduled to begin on September 21.
c) The Town Administrator reported that no additional information had been received regarding reimbursement for the Main Street demolition project. Follow-up inquiries were made on August 31 and September 14.

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 5:35 PM.

J. Hair moved to exit nonpublic session and return to public session at 5:40 PM. The motion was seconded by S. McCartin. 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 J. Hair. 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 5:44 PM.

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