



# Warner Board of Selectmen

**Meeting Minutes**  
**Tuesday, April 25, 2017**  
**UNAPPROVED**

Chairman Dabuliewicz opened the meeting at 6:00 pm.

In attendance: Selectman John Dabuliewicz - Chairman, Selectman Clyde Carson, Selectman Kimberley Edelman, Jim Bingham – Town Administrator

Others present: Charlie Albano, Ginger Marsh, Peter Anderson, Christine Frost, Ben Frost, Barbara Annis, Anthony Mento, Tim Blagden, Judy Newman-Rogers, Rebecca Courser

## **1. Economic Development Advisory Committee**

- A. EDAC Chair, Charlie Albano, thanked the Board for establishing the EDAC and presented their recommendations to the Board. Other EDAC members in attendance are Ginger Marsh, Christine Frost and Peter Anderson. Charlie said the EDAC members had various assignments, teamed up and brought the information back resulting in the 8 page recommendation being presented tonight. The EDAC wants the Board to review the report and decide if the Board wants to move forward in establishing a formal committee with 12 members and terms.
- B. Charlie said one of the key items pointed out to the Committee from DRED is you have to make the town welcoming and you have to make the website so that it is user friendly and easy to navigate. DRED has offered to assist the town in creating a new website. tourism is another draw that can be focused on the website too. EDAC member, Ginger Marsh said it was clearly stated to the Committee that the current website is extremely busy and everyone gives up on it. John said the entire website needs to be looked at. A survey is also recommended to find out what the community wants for Economic Development.
- C. Clyde asked if the current members have expressed the desire to move onto the next committee. Charlie said most have expressed an interest. EDAC member Peter Anderson said this report reflects the kind of work this Committee has done and he feels the current members offer a good representation of the community with the skills and expertise they have brought. John asked if the EDAC has any recommendations for the expanded committee. Charlie said the EDAC has a couple of people in mind and they would like to involve a younger generation as well.
- D. Planning Board member Barbara Annis said the Planning Board formed a committee and was looking into changing the commercial districts to a CI and C2 districts, commercial or retail. The committee was stopped because they needed an Economic Development Committee to tell them which way to go. Clyde said the Hopkinton Economic Development Committee plays a pivotal roll in the community in terms of helping guide policy.
- E. The Board supports establishing a permanent committee with Charlie being the Chair and Clyde has asked to be on the Committee as well. Kimberley said she attended one meeting and the Committee worked well together with guidance from Charlie. She feels the website is focused towards the government in Warner and she thinks the town needs a separate tourism website.
- F. Jim said the Committee could also reach out to local colleges for help on the Committee with free resources for marketing, website design, internships etc.
- G. Planning Board Chair, Ben Frost, said the Planning Board would be very interested working collaboratively with the Economic Development Committee. He also strongly encourages the Selectmen to embrace the idea of being prepared to spend money to make money.

- H. Anthony Mento said in his line of work he looks at town website's through out NH all the time. There is a format that most of them have, about 2/3rds of the sites are that way and are very effective. He doesn't feel the wheel needs to be recreated for the website.
- I. The Board thanked the EDAC for all the work they have done.

## **2. Pedestrian Bridge at Bagley Field**

- A. Tim Blagden said the response from the town's insurance company was the pedestrian bridge will not be added to the property schedule, it is covered for property liability without it being scheduled. Tim is asking the Board for permission to resurface the pedestrian bridge on May 6<sup>th</sup>.

### **Board Action**

Selectman Edelman made a motion to authorize the Rail Trail to resurface the bridge at Bagley Field. Selectman Carson seconded the motion. Anthony Mento said at the last meeting he mentioned the spacing in the railing and Darren Blood contacted him and provided the specifications for this type of bridge which is code compliant. Chairman Dabuliewicz called for a vote on the motion, motion passed 3-0.

- B. Tim reported the landowners between Joppa Bridge and Depot Street are all on board and will soon be including the surface on that section.

## **3. Projects**

- A. An inspection of the Town Hall was conducted by the State Fire Marshall. From that inspection there are a lot of violations that need to be addressed. Jim is in further contact with the State Fire Marshall regarding the violations and if some of them will be resolved by installing a sprinkler system, such as enclosing the stair cases, this may be remedied by the sprinkler system. The Fire Department will also help reach an understanding regarding some of the codes. The events that are held at the Town Hall that could be effected will be contacted.
- B. The projects for 2017 were identified:
- Re-painting of the exterior walls at the Town Hall and update emergency lights.
  - Town Hall front lawn, Clyde said the watering ban has been lifted and would like to move forward with the project. John said he is concerned about the trees, which a lot of people have raised, and he is concerned about the lawn, the alternative is pavers. Clyde feels there is traffic tolerant grass available. Rebecca said it's the acorns that are acidic. Martha said those trees are the worst.

### **Board Action**

Selectman Edelman made a motion and proposed a committee be established made up of different talents lead by Clyde. The suggested membership should be made up of representatives from the Farmers Market, Fall Foliage Festival, Town Hall employee and a landscaper. Selectman Carson seconded the motion, motion passed 3-0.

- Old Graded School parking lot and siding of the building.
- Top coat Police Department parking area.
- Police Department lawn fertilizer and water.
- Solar Array.
- Replace engine 2.  
Martha Mical said she feels it's important to pay off the loan for the damaged engine 2 before the town pays for a new truck. The Board acknowledged Martha's comment.
- Odd Fellows Building was not budgeted for 2017. The Board is hopeful the building will sell but first two Public Hearings are required which have been scheduled for May 9 and May 23 during the regular Selectman's meeting. The hearings are regarding the proposed acquisition of two (2) Right of Way easements; for Map 34-14 (New fire station site) & Map 31-58 (parcel adjacent to Simonds School Parking lot). Both the Conservation Commission and Planning Board was notified and will be provided with information.
- Kimberley will take over revising the Personnel Policy.
- John will be taken on the wage analysis, he will be obtaining quotes.
- Hartshorn Lane needs to be resolved because it is a private road. Clyde recommends the Board meet with

the Director of Public Works and Allan Brown who was also involved with finding the boundaries on Hartshorn Lane. Jim said the main question to be answered is Hartshorn Lane a private road or a town road. Clyde said effectively it's a town road at this point because the town has serviced the road for many years. Jim said he will contact Allan Brown.

- Identify town parcels for potential sale. Both Jim and Martha Mical will work on this. The Board will need to decide how to sell the properties.
- Close-out the roundabout. Clyde said he believes DOT agreed to the maintenance agreement for the center of the roundabout, he thinks this needs to be completed before a walk through is scheduled. Clyde also wants confirmation DOT will give two signs (Warner Village 1 mile  ) off the I-89 exit ramps. Clyde said he will take the lead on this.
- Clyde will also be the representative on the Economic Development Committee.
- Jim is working on establishing criteria and means for accessing Cemetery Trust Funds to cover cemetery maintenance costs. Jim has met with the Cemetery Trustee's to begin to get them organized financially.

#### **4. Public Hearing – Accepting Unanticipated Funds**

Chairman Dabuliewicz opened the Public Hearing at 7:30 pm.

- A. First acceptance of funds is for the grant from Rural Development for the Solar Array. Clyde said the town has been approved for \$35K but the town was also approved for an additional amount, up to \$50K. Clyde spoke with Rural Development and the additional amount is still contingent upon passing a continued resolution in Washington on Friday.
- B. Public Comments:  
Judy asked if the money was guaranteed. Clyde said they won't guarantee it until the town signs the paperwork and the paperwork can only be signed once.
- C. Chairman Dabuliewicz closed the Public Hearing at 7:35 pm

#### **Board Action**

Selectman Carson moved to accept the Rural Development Grant for an amount up to \$50K for the purpose of offsetting the cost for the solar array. Selectman Edelmann seconded the motion. Motion passed 2-1.

- D. Chairman Dabuliewicz opened the second Public Hearing at 7:35 pm. The town received a check from the Zion Hebraic Congregation in the amount of \$2,000 that will be placed in the Beautification Fund.
- E. Public Comments:  
Martha Mical said since this church uses the main floor at the Old Grade School the town should make sure the handi-cap ramp is useable all year long. Jim said the arrangement they had was using the top floor, he will double check.

Judy asked if they specified a use for the money. John said on the check says Beautification Fund.

- F. Chairman Dabuliewicz closed the Public Hearing and asked for a motion.

#### **Board Action**

Selectman Edelmann moved to accept the generous contribution of \$2,000 from the Zion Hebraic Congregation. Selectman Carson seconded the motion and accompany the acceptance with a thank you letter. All were in favor, motion passed 3-0.

#### **5. State Fire Marshall's Report**

- A. Jim provided a copy of the report that states the violations, the comments tied to the violation, a remedy /action plan, and a potential completion date. The Board will review the information and have further discussion at their next meeting. Jim will also meet with the Fire Chief and Deputy Fire Chief.

#### **Board Action**

Selectman Carson moved to authorize the Town Administrator to take care any items that are of housekeeping

oriented. Kimberley said she would like to work with Jim on this as well and John wants the report on the website. John said to Jim the consensus of the Board is to resolve items that can be resolved easily.

## **6. Town Meeting on a Saturday**

- A. John said the survey conducted resulted in an overwhelming Saturday result. The Board agreed Town Meeting will be on Saturday, March 17. Martha Mical asked if the meeting could be held on the Saturday before the voting because March 17 is Saint Patrick's Day. John said as far as he is concerned it can be held on St. Patrick's Day, the other Board members agreed.

## **Board Action**

Selectman Edelman moved to start Town Meeting on Saturday, March 17 at 10:00 am. No second, the motion died.

Selectman Edelman moved to start Town Meeting on Saturday, March 17 at 9:00 am. Selectman Carson seconded the motion. Martha suggested that you do it for the Saturday after election. Kimberley withdrew here motion. Chairman Dabuliewicz made a motion that Town Meeting will be held on the first Saturday following elections starting at 9:00 am. Selectman Edelman seconded the motion, motion passed 3-0.

## **7. Manifest**

Selectman Edelman made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 4720-4733 in the amount of \$31,755.42 (including 20 direct deposits) and Accounts Payable check numbers 53639-53684 in the amount of \$278,991.5 (which includes a check to KRSD in the amount of \$180,000.00). Selectman Carson seconded the motion, motion passed 3-0.

## **8. Consent Agenda**

Selectman Carson moved to approve the Consent Agenda for April 25, 2017:

1. Building Permit for:
  - o Map 31 Lot 057
  - o Map 17 Lot 008
  - o Map 32 Lot 002
  - o Map 14 Lot 007
2. Intent to Excavate for Map 3, Lot 59 & Map 3 Lot 84-10A
3. Solar Energy Tax Exemption for Map 10, Lot 101-3
4. Veteran's Tax Credit for:
  - o Map 30, Lot 52
  - o Map 14, Lot 33
  - o Map 13, Lot 26
  - o Map 14, Lot 05-9
  - o Map 11, Lot 59
5. Intent to Cut – Map 10, Lot 048
6. Sign Permit for 25 East Main St., Map 30, Lot 01
7. Excavation tax warrant in the amount of \$233.36
8. Timber Tax Levy in the amount of \$1,384.56

Selectman Edelman seconded the motion, motion passed 3-0.

## **9. Public Comments**

- A. Barbara Annis requested to be on a future meeting agenda regarding traffic counts.

## **10. Selectman's Other Business**

- A. Clyde said the solar array site has been marked for clearing which will start around May 15.
- B. Clyde asked if another entity using the illuminated sign setting a precedent? It's usually used for the town, not at a business, he's concerned the use may grow and asked the Board if they have a problem with it. Martha and Barbara provided examples where others have used the sign as well.

## **11. Nonpublic Session**

Chairman Dabuliewicz moved to go into nonpublic session at (not time stated) under RSA 91-A:3 II (c) reputation. Selectman Carson seconded the motion. Roll call vote was taken: Selectman Carson – yes, Selectman Edelmann – yes, Selectman Dabuliewicz – yes.

Present: Selectman John Dabuliewicz – Chairman, Selectman Clyde Carson, Selectman Kimberley Edelmann and Town Administrator – Jim Bingham

Chairman Dabuliewicz moved to come out of nonpublic session 8:55 pm. Selectman Carson seconded the motion. Roll call vote was taken: Selectman Dabuliewicz – yes, Selectman Edelmann – yes, Selectman Carson – yes.

### **12. Seal and Restrict**

Selectman Carson moved to seal the April 25 nonpublic minutes under RSA 91-A:3 II (c) reputation for one year. Selectman Edelmann seconded the motion. All were in favor the motion passed 3-0.

### **13. Nonpublic Session**

Chairman Dabuliewicz moved to go into nonpublic session at (not time stated) under RSA 91-A:3 II (a) personnel. Selectman Carson seconded the motion. Roll call vote was taken: Selectman Carson – yes, Selectman Edelmann – yes, Selectman Dabuliewicz – yes.

Present: Selectman John Dabuliewicz – Chairman, Selectman Clyde Carson, Selectman Kimberley Edelmann and Town Administrator – Jim Bingham

Chairman Dabuliewicz moved to come out of nonpublic session at 9:00 pm. Selectman Edelmann seconded the motion. Roll call vote was taken: Selectman Dabuliewicz – yes, Selectman Edelmann – yes, Selectman Carson – yes.

### **14. Seal and Restrict**

Chairman Dabuliewicz moved to seal the April 25 nonpublic minutes for 1 year under RSA 91-A:3 II (a) personnel matters. Selectman Carson seconded the motion. All were in favor the motion passed 3-0.

### **15. Adjournment**

Meeting adjourned at 9:30 pm.

Board of Selectmen  
John Dabuliewicz – Chairman  
Clyde Carson  
Kimberley Edelmann

Recorder of the minutes: Mary Whalen