



# Warner Board of Selectmen

## Meeting Minutes

### Tuesday, June 9, 2020

### APPROVED

#### **Preamble**

Chairman Carson read the following into the record:

Good evening, as Chair of the Selectboard, I am declaring that an emergency exists and I am invoking the provisions of RSA 91-A:2, III (b). Federal, state, and local officials have determined that gatherings of 10 or more people pose a substantial risk to our community in its continuing efforts to combat the spread of COVID-19. In concurring with their determination, I also find that this meeting is imperative to the continued operation of Town of Warner government and services, which are vital to public safety and confidence during this emergency. As such, this meeting will be conducted without a quorum of this body physically present in the same location.

At this time, I also welcome members of the public accessing this meeting remotely. Even though this meeting is being conducted in a unique manner under unusual circumstances, the usual rules of conduct and decorum apply. Any person found to be disrupting this meeting will be asked to cease the disruption. Should the disruptive behavior continue thereafter, that person will be removed from this meeting.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

#### **Public Session**

Attendance by teleconference: Selectman Clyde Carson – Chairman, Selectman Judy Newman-Rogers, Selectman Jonathan Lord and Town Administrator - Diane Ricciardelli

Others participating: Tim Allen - Director of Public Works, Charlie Albano - Economic Development Advisory Committee - Chair, Nancy Martin - Conservation Commission Chairman, Martha Mical, Bret Ingold, Tim Blagden - Concord Lake Sunapee Rail Trail, Michael Simon – Library Trustee, Sean Toomey – Fire Chief

#### **Highway Department Equipment**

Tim Allen talked to the Board, he would like to have the 2014 10-wheeler painted this season. Tim obtained quotes last year that run from \$8,000 to \$9,000. The estimate from Patton Auto Body in Newport is just shy of \$13,000 to pull the wheels off, pull the dump body off, sandblast the frame from the back of the cab to the end of the truck, and sandblast the front of the frame as much as they can get including the snowplow equipment which is still on the truck. The dump body will be sandblasted and Patton will fix any places where it's getting ready to rust through and will paint it. The estimate is more than Tim thought it would be, but, originally when Tim spoke with Patton the plow frames were not on the truck. The reason Tim wants to do this because the truck is due for replacement in 2023 and would like to purchase a cab and chassis and not have to outfit it with all the equipment. Tim believes the equipment on the vehicle can last 15 to 20 years if the equipment is well maintained. This has been done to the two older trucks and seems to have paid off. Tim has the one price from Patton, and will be meeting with another vendor on Wednesday. Tim will also find out if there are any guarantees involved. The Board is in agreement with Tim to move forward with the best quote to get the work completed on the 2014 10-wheeler.

#### **Town Hall - Sprinkler System**

Tim Allen met with Jay Murphy at the Town Hall about the sprinkler system installation. They reviewed the preliminary plans. Jay will finalize the plans and will get them back to Tim by next Monday, June 15. The next step is the Fire Chief reviews the plans. The time frame on the job is 2 to 3 months after the approval is provided. The election in September will need to be planned around the installation.

## **Economic Development Advisory Committee - Update**

EDAC Chair, Charlie Albano updated the Board with their latest proposals.

- The EDAC is interested in what's being proposed at exit 9. Members of EDAC invited and met with the developer about 6-months ago and are interested in watching the project. Charlie said during the Planning Board meeting via Zoom he emphasized the importance of the 2004 Charrette because the Charrette provides a lot of guidance to developers in the exit 9 area.
- Charlie said he sent the Board an email about the Old Graded School and how the EDAC feels the building is being under utilized. The email requested the Board provide permission for the EDAC to conduct an assessment of the building. Charlie said there were comments and confusion at the last Town Meeting as to who is utilizing the building and the annual cost.
- The EDAC has 8 applicants for the mural as well as 7 judges to judge the mural. Charlie has raised \$5,000 from people in Town. Another \$5,000 is needed to complete the mural. The deadline has been pushed out to April or early summer of next year. Charlie is writing a grant to the NH Arts Council for the remaining \$5,000.
- The Harris Lodge is For Sale, the EDAC looked at the building and a proposed use for a daycare or preschool was presented to the School Board. There was interest to purchase the building, but there is asbestos and lead in the building. The School is no longer interested. Charlie contacted Nancy Martin to check with the State to see if there are grants for lead removal. Charlie said the cost to remedy the lead and asbestos is more than the cost of the building. The EDAC will be doing more research.
- Charlie talked about the Volkswagon Trust which is money given to States across the country and is working with the Trust to put charging stations in local communities. At this time it has been put on hold because of covid-19. Charlie said he is still reaching out to the State to see if the Town is qualified and in the right location for a station. Clyde said the EDAC should coordinate with the Energy Committee which also thinking in the same direction. Charlie said he is aware of the Energy Committee efforts, he had a meeting set up and invited the Energy Committee, it was canceled because of covid-19.
- Charlie said he invited Michael Bergeron from the Division of Economic Development Department of Business & Economic Affairs to a EDAC meeting. Bergeron gave a presentation on what can be done to attract businesses to Warner. There were recommendations made, one is making the website more attractive for businesses to look at Warner as a possible place. Charlie is working with EDAC to see if some of the recommendations can be applied. Charlie encouraged the Board to read the report from Michael Bergeron. Charlie said Warner Power is listed with the State as a place for a potential new business and Mr. Bergeron also said the Town should be working with Warner Power to fill the vacant space. Charlie would like to have more discussion with the Board in the future about that. Charlie toured the building which has great potential.
- EDAC member Graham Pellitteri is a licensed drone flyer and Charlie thought putting a fly over of the Town on the website so that visitor's and businesses can see Warner from the sky would be an asset.
- Another EDAC meeting via Zoom is scheduled for June 17.
- Charlie said to the Board to let him know if they want the EDAC to work on other projects as well.

Clyde said his recollection when he was on the EDAC is someone came to talk to the Committee and said you really can't go out and recruit a company, but what you can do is make sure the Town is set-up to support companies. This leads to the Old Graded School, we need to look at the building not so much in terms of the amount of rent that's brought in, but the value it creates for the Town in providing services that companies are going to be looking for when they want to relocate to a town, such as a daycare.

Charlie is looking for permission to complete an evaluation on the Old Graded School. Clyde said the concern is we don't want to look at that building as a source of rent. Charlie said he would look at who is in the building, what the cost is to the Town, look at the floor space and see what the options are and report back to the Selectboard. Clyde said he would be in favor if EDAC looked at how the Town can use the building to best help the Town and then look at how it is being used and how to utilize it better.

Diane said she has all the budget information for the Old Graded School. What is missing is the cost savings to the Town for the 40-50 homeschoolers that use the building. The building is servicing the most vulnerable in the community. Judy as well wants the services focused on, she does not want the focus on the financials from that building. Martha Mical said the Town is paying for the homeschoolers in the School District because they are still involved with the School District, she is not sure if its full price. Clyde and Diane said the Town is not paying full price for the homeschoolers. Diane will send Charlie the budget information he needs as well as the information on the homeschoolers.

Clyde asked Charlie to provide an EDAC update to the Board every couple of months.

### **Food Pantry**

The recent statistics is the food pantry was serving 92 households on average. The pantry, since February, is now servicing 175 households. The total so far for 2020 is 503 households.

### **Conservation Commission**

Nancy Martin, Chairman of the Conservation Commission is before the Board asking the Selectboard's approval to expend \$3,600 from the Conservation Fund for the purchase of a 1.8 acre parcel adjacent to a 9 acre parcel on the Warner River. The Commission has been negotiating with the State on this parcel which would accommodate the rail trail. A survey of the 1.8 acres needs to be completed as well as an archaeological study before the State will sell the property to the Commission. Friends of the Concord - Lake Sunapee Rail Trail will pay for the survey and the study. The Conservation Commission held a public hearing on June 3 and received 80 emails in support of the purchase; there were no negative responses.

Clyde asked Tim Blagden once this parcel is in place how are we doing in terms of getting the required right of ways. Tim Blagden said assuming he can get permission to build the trail, the existing trail at Bagley would be extended to the Warner River close to exit 8, another 2,100 feet towards the Village. The last remaining obstacle is getting through the interstate itself and on the opposite side the FCLSRT have easements on the former Whiting lot that touches the Interstate boundary and part of the Water District land. This puts the FCLSRT in a future round for a Transportation Alternative Program application to help build a trail through the Interstate and reach the Village side. Tim said the 1.8 acres captures the original railroad grade which is important for environmental reasons not to be down low in a sensitive area for wildlife and river flooding.

Currently the Conservation Fund has a balance of \$47,000 and there are other projects in the queue that will spend some of that money.

### **Board Action**

Chairman Carson made a motion to authorize the Conservation Commission to expend \$3,600 to acquire the additional acreage down in the Bagley area. Motion was seconded by Selectman Lord. Roll call vote: Carson - yes, Newman-Rogers - yes, Lord - yes.

### **Year Round Local Nutrition Through Food Preservation**

Brett said he presented the numbers earlier in the meeting regarding the food insecurities in Town. Brett is one of the members of Public Market which has been helping assisting the Food Pantry since February. They have brought over 100lbs of food to the Food Pantry from local farms. Brett believes the donation amount to the Food Pantry is up to about \$4,000 through public donations and from the Men's Club. The Food Pantry is organized through the Community Action Program but they don't have an operational budget for the pantry. Funding is dependent on donations and fund raisers that are formed by the CAP staff. The CAP staff expects the need to climb in about a month after all the unemployment and stimulus payments stop and this will be the time when their regular duties kick in for fuel and rent assistance.

Brett said local response has been coming around which involves the Warner Public Market as a liaison with local farms, CAP and Mainstreet Warner, Inc. The Town has been helpful with CAP in assisting their need for space and storage at the Old Graded School. Brett feels there is a window of time to be proactive in preparing for the expected increased need in the community.

Brett's idea is to find a commercial licensed kitchen, he's been talking to CAP, Mainstreet Incc. and the NH Charitable Association. He has toured the Harris Lodge and feels the building would be adequate, some conversions would need to be made to make it a commercial kitchen. Brett looked at the lead and asbestos report on the building and feels the cost may not be as great compared to a preschool going into the building. The building is also adequate for food storage. The current pantry has had to turn away some large donations because of the lack of space. The Harris Lodge would support a walk-in and Brett has support from some Charitable Foundations. Brett said Main Street, Inc. is willing to be the 501C3 for the kitchen.

Clyde asked to whom would the commercial kitchen be available? The commercial kitchen would be for CAP, it could play a roll in supporting the kitchen so it wouldn't be a burden to the Town. Larger donations could be stored and

separated, it could be used to process foods for the winter and wash and process produce, a local farm to table approach. The kitchen could also be rented out. There was a study completed that shows a commercial kitchen is needed in this area. Clyde asked Bret how the Town could help support this effort. Bret said there are Towns that provide financial support to food pantries in their operating budget and finding a way to add more parking. Judy was surprised to learn the food pantry is not part of CAP. Brett said the CAP agency has been filling in the gap. There is a lot of grant money available for the food but not for staffing. Bret is hopeful the Masons will support this by a lease to own or some other way. The building could also be used for the Fall Foliage Festival and cultural events.

Charlie Albano talked about the commercial kitchen report and Warner and Bradford was mentioned in the report because of all the farming in this area and this area. Bret is also on the Economic Development Advisory Committee and Charlie suggested Bret could be part of the Old Graded School review.

Nancy Martin asked how the lead paint for a kitchen would be remedied. Bret said the lead was found in the older section of the building, on the shutters and in the stain glass windows. The asbestos insulation was found around some pipes in the crawl space. The kitchen is located in the newer section of the building. Clyde thanked Bret for the information and also asked Bret to keep the Board up to date. Brett said if the Town has an interest in taking a more active roll in addressing food insecurity he could set up a meeting with CAP and the Board.

### **Black Lives Matter**

Clyde said a walk is being organized by Emily Karmen. The walk will take place tomorrow from the post office up to the Bank from 4:00 pm to 6:00 pm. Clyde did recommend to Emily to contact the Police Dept. Michael Simon said the Librarian has been in touch with Emily who has been in contact with the Police. Clyde also recommended putting a posting on the Town's website.

### **Fire Department Report**

Fire Chief, Sean Toomey highlighted the departments activity in April, 26 calls in total. For the month of May, 38 calls. There was a couple of calls that were thought to be covid-19, but turned out not to be. Warner has had 2 known cases. Crews are still limited and precautions are still taken.

Any outside burning requires a burn permit. There is a State portal that can be used to obtain a permit or a Deputy Warden in Town can be contacted.

Some of the building issues have been worked out, there will be some training completed on the building systems. Tim Hayes prepped the grounds for lilac plants and Sean's family helped clean things up on the outside and are watering the lilacs on a regular basis.

Fire training will begin in smaller groups. Engine 1 has begun construction, delivery is expected by the end of September.

Charlie Albano suggested placing a monthly report on the website. The Police Department as well.

Tim Allen reported that Steve Bridgewater has offered to put in an irrigation system on the left side of the Fire Station.

### **Town Administrator's Report**

Diane said the office moves are moving forward. The carpet squares have arrived for the Tax Collector's office. The door to the lower meeting room will be updated with a mechanism that will hold the door open and tied into the fire alarm system. If the alarm is triggered the door will close, the cost is about \$600.

Tim Hayes will be installing a secure drop box at the front door at the Town Hall.

Diane submitted the GOEFER grant last week. Diane will finalize and submit the FEMA grant next Monday.

The operating budget is 38% spent to date, but, some normally scheduled work is not getting done. Diane received a call from Russ Cunningham from Merrimack County, he will send Diane a survey looking at how to make up the revenue from the State. There is still no information available for the Block Grant and Rooms and Meals Tax.

Diane went for a ride around Town with Tim Allen to look at areas she needs to pay attention to, some are based on calls from residents. There are some tree issues that were looked at. We do not have a budget line for trees, but will need one in the future. Tom's Pond was looked at, there is a section of the road that needs to be fixed so it can be maintained with the same piece of equipment. Clyde recommends a future discussion regarding trees because not all are in the Town's right of way. A property on North Rd. has a large amount of trash accumulated. West Joppa has numerous vehicles parked along the road. There is another house on Route 103 E that also has trash accumulated. There is a property on Tom's Pond that was issued a certificate of occupancy before they had a driveway permit. There is a property on Kearsarge Mt. Rd. where the owner may or may not be living in a travel trailer. Clyde asked about the property on East Joppa that doesn't have an address. Tim said there is a travel trailer there with another building attached to the back of it. Diane is going to try to resolve some of these issues without costing the Town any money.

### **Warner Power Board Action**

Chairman Carson made a motion to approve the letter (below) to the Tax Collector. Selectman Newman-Rogers seconded the motion. Roll call vote: Carson – yes, Newman-Rogers – yes, Lord – yes.

*The Board of Selectmen approve the abatement of taxes from Map 32 Lot 001 in the amount of \$1,714.87 to be applied to Map 32 Lot 003's tax bill. This motion replaces the check amount of \$1,714.87 to Warner Power that was previously approved.*

Warner Power has asked the Town to formalize an agreement saying if one property is sold the other would receive the abatement that was ruled in Warner Powers favor by the Board of Tax & Land Appeals, Town Council will assist with this agreement.

### **New Hire**

An offer of employment was made and excepted by Steve Payne. Steve has been hired as a full-time officer, he comes to Warner from the Lebanon Police Department as a certified officer.

### **Horne Street Property**

The Board talked about the minimum bid price the Town needs to recover all costs. The property is as is, closes within 60-days, \$1,000 deposit which will be non-refundable and all expenses will be the owner's responsibility. The bid notice will be reviewed by Town Council.

### **Old Fire Station**

Clyde said the tenants are working on a proposal.

### **Recreation Plan for the Minks**

Clyde has an idea how the committee should be formed and will put together some members, he doesn't want the committee to be too large.

### **Junk Yard Site Visits**

The Selectman's office will arrange a site visit for the two junk yards in Town.

### **Building Maintenance Logs**

Diane told the Board the maintenance logs are available to look at in her office. Tim Allen also created log sheets for all the equipment being used. The data will be placed in a spreadsheet so Tim can also provide accurate monthly reports.

### **Minutes**

Chairman Carson made a motion to approve meeting minutes for April 28, May 12 public and nonpublic, May 26 and May 28. Selectman Lord seconded the motion. Roll call vote: Carson – yes, Newman-Rogers – yes, Lord – yes.

### **Manifest**

Chairman Carson made a motion to authorize the Selectmen to approve previously signed manifests and order the Treasurer to sign Payroll check numbers 6325-6336 in the amount of \$34,609.23 (this includes 23 direct deposits). Accounts Payable check numbers 57572-57597 in the amount of \$96,931.95. Also, an automatic withdrawal for

payroll taxes for \$9,555.32. Selectman Newman-Rogers seconded the motion. Roll call vote: Carson – yes, Newman-Rogers – yes, Lord – yes.

### **Consent Agenda**

Chairman Carson made a motion for the following that has been signed by the Board from May 27 to June 8:

1. Veterans' Tax Credit for Map 3 Lot 96
2. Elderly Exemption for:
  - Map 9 Lot 4
  - Map 3 Lot 97
  - Map 20 Lot 5-1-2
  - Map 16 Lot 54
  - Map 18 Lot 33
  - Map 31 Lot 34
3. Yield Tax Levy for:
  - Map 7 Lot 65
  - Map 16 Lot 73
  - Map 6 Lot 32
4. Cemetery Deed for New Waterloo Cemetery
5. Building Permits for:
  - Map 30 Lot 22
  - Map 11 Lot 60-6
  - Map 11 Lot 3-1-1
  - Map 10 Lot 94-1
6. Sign Permit for Map 7 Lot 59
7. Reimbursement in the amount of \$105.76

Selectman Newman-Rogers seconded the motion. Roll call vote: Carson – yes, Newman-Rogers – yes, Lord – yes.

### **Adjourn**

A motion was made and seconded to adjourn at 9:18 pm. Roll call vote: Carson - yes, Newman-Rogers - yes, Lord - yes.

Board of Selectmen  
Clyde Carson – Chairman  
Judith Newman-Rogers  
Jonathan Lord

Recorder of the minutes: Mary Whalen