

# TOWN OF WARNER

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Clyde Carson, Chairman  
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**January 5, 2020**

**Board of Selectmen**

**7:00 pm**

## **APPROVED– Work Session Minutes**

*No physical location for this meeting; it was conducted via Zoom.*

**Preamble, read by Chairman Clyde Carson:** Good Evening, as Chair of the Select Board, I am declaring a state of 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 welcome members of the public access the meeting remotely. The rules of usual conduct and decorum apply. Please note that all votes at this meeting will be done by roll call.

**ROLL CALL:** Clyde Carson, one other in residence; Jonathan Lord, alone Sam Bower, two others present.

Also present: Martha Mical; John Leavitt; Tim Allen, Director of Public Works (DPW); Marianne Howlett, Tax Collector, Judith Newman-Rogers, Administrative Assistant to the Board of Selectmen; and Diane Ricciardelli, Town Administrator.

### **1. New Business**

#### **A. Capital Budget review**

Lord proposed some changes to the Town's proposed 2021 Capital Budget:

- Reduce the Town Records line from \$10,000 to \$5,000. Carson noted that the Board had worked on the Record Preservation's budget in recent weeks and suggested keeping the line at \$10,000. After some discussion, the Board decided to keep the line at \$10,000. Some of the ancillary costs related to the project could be paid from the General Fund, and thus removed from impacting the tax rate. The Board will review those items later. Howlett noted that the Town is legally obligated to maintain these historic records, and Carson said that Warner has been somewhat behind in this task.

- Reduce a Transfer Station budget line from \$40,000 to \$25,000. Carson said that was consistent with the Board's earlier discussions about forming a Transfer Station Study Committee that would oversee the study process for the facility. Bower asked about the feasibility of having a design/engineering study for the project. After a brief discussion about estimated costs, the Board agreed to lower the line item to \$30,000. The goal would be to have a proposal ready for voters to consider in 2022.
- Reduce the vehicle line on the Fire & Rescue Department budget to \$75,000. Lord said he spoke with Chief Sean Toomey recently about the figure and the Chief concurred.
- Reduce the Library Building Renovation project to \$35,000. Carson noted that the change would push the project out to 2022 at the earliest. Lord admitted that may not be the best option, but he said the Capital Budget projects cost the Town roughly \$592,000 in 2019 and more than \$615,500 in 2020. Carson said that lowering the figure would make the renovation project a four-year work; the staff originally proposed it as a two-year project and the Board has already turned it into a three-year project to spread out the costs over time. After some additional discussion, the Board decided to leave the figure as is.

Lord made a motion to amend the Board's proposed 2021 Capital Budget in two areas: reduce the Fire & Rescue Department's vehicle line from \$100,000 to \$75,000; and reduce the Transfer Station's renovation line from \$40,000 to \$30,000.

In discussion, the Board noted that the reductions might have to be made up in 2022, but Lord said that the Town is dealing with a revaluation in 2020 so property taxes are likely to go up for many residents in 2021. "We have to do something for the taxpayers," he said.

ROLL CALL: Carson, yes; Lord, yes; Bower, yes. The motion passed unanimously.

## **B. Tax Abatement Request**

Chairman Carson read aloud a letter from Tax Collector Marianne Howlett dated January 4, 2021, requesting an abatement of \$9.30 to the owners of property Map 28/Lot 48.

Carson made a motion to approve the abatement request; Lord seconded. ROLL CALL: Carson, yes; Lord, yes; Bower, yes. Motion passed unanimously.

## **C. Request for Approval of First Payment to Pillsbury Free Library**

Ricciardelli said the library needs cash so it has requested the first half of its annual allotment, as it usually does in January. The full figure is \$215,458, so a half-year payment would be \$107,728.92.

Carson made a motion to approve the payment to the Pillsbury Free Library; Lord seconded. ROLL CALL: Carson, yes; Lord, yes; Bower, yes. Motion passed unanimously.

## **D. Reconciliation of Operating Budget**

Chairman Carson called the Board's attention to a sheet he distributed reviewing the key fiscal differences between the 2020 and the 2021 budgets. Some are discreet to one department, some are shared expenses, he said, but the roughly 13 items encapsulated the key shifts in cost increases and decreases. Lord and Bower said the list was useful, and Lord said he would send it on to Budget Committee Chairman Mike Cutting with the suggestion that it be forwarded onto his Committee members in preparation of its next meeting.

## **E. Miscellaneous**

Bower said that the Board still needs to approve some meeting minutes. Carson said the members should aim to do several sets of minutes at its next meeting.

Carson reminded the other Board members that they need to think about what image could be used on the cover of the annual Town Report, as well as someone who could be included on the Dedication page.

Carson said that he is meeting tomorrow night with Warner Election Officials to discuss a new State statute regarding the upcoming Town Meeting and Town elections in March. The statute allows the Town some leeway on when and where to hold the Town Meeting; for instance, it could be held outside in March, or at some later date.

## **2. Town Administrator Report**

Ricciardelli reminded the Board and others in virtual attendance to wear face masks as a preventative against the spread of coronavirus; if it's necessary for someone to come to the Town Hall to conduct business, it should be done as quick as possible and they should leave the building promptly.

Carson asked Town Hall staff members about reconnecting with some people who have been approached about becoming alternate members of the Zoning Board of Adjustment. No new information was shared

## **3. Public Comments**

John Leavitt addressed the plan to update the Town's Transfer Station. Foreman Varick Proper does an exceptional job, Leavitt said, and the Board could pay him more respect regarding his perspective on the work. Leavitt questioned why the Board needs to form an engineering study committee to evaluate the potential redesign/layout because Proper has already done extensive research. Carson said forming a study committee is how larger projects are usually approached in Town. Leavitt asked why the Board has not taken a tour of the area recently. Lord said he has taken a tour with Proper. Bower said he is sympathetic to Leavitt's concerns about the property and suggested that the three Board members together tour the Transfer Station before their next meeting on Jan. 19.

## **4. Adjourn**

Without objection, Carson adjourned the meeting at 7:48 p.m.