

# TOWN OF WARNER



Board of Selectmen  
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## BOARD OF SELECTMEN APPROVED MEETING MINUTES

March 16, 2021

Tuesday, 7:00 pm

This meeting is zoom only. There is no physical location.

### PREAMBLE

Read by Chairman Clyde Carson: Good Afternoon, 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 usual rules of conduct and decorum apply. Please note that all votes at this meeting will be done by roll call.

### 1. Roll Call/Attendance/Preamble

Chair Carson called the meeting to order at 7:03pm and took a roll call.

Present: Clyde Carson (alone), Jonathan Lord (alone), Sam Bower (two others in the house)

### 2. Elect a Chairman of the Selectboard for 2021

Chair Carson said that committee assignments and a new selectboard chair had to be chosen.

**It was moved (Sam Bower) and seconded (Jonathan Lord) to nominate Clyde Carson as Chair of the selectboard.**

Chair Carson said he was willing to act as chair for one more year.

A roll call vote was made.

Lord: Yes, Bower: Yes Majority in favor.

**The motion passed.**

### 3. Tim Allen, Public Works Director/Road Agent

Tim said he is working on getting quotes for signage for a 4'x 8" sign that shows the town's name and seal. It would be about \$285.00. He hasn't heard back from the prison or a friend who was going to make a carved sign. A sign made from someone in Hillsboro which is like the one at Riverside Park is about \$400. Tim said he would like something not too busy. Chair Carson said the funding for the sign will come from the solar array project. He believed the sign would note where the funding for it came from. Chair Carson said they have funds remaining from the grant and should use them for a sign. One sign would be on the west side of the driveway at 103. It should include the facilities and the address. Another sign can be up by the gate by the transfer station with the days and hours posted. This may be a sign with changeable information. He is still working on getting quotes for these two signs and would have more information by the end of the week.

#### 4. Eversource

##### *a. Proposed 25-year Agreement for a Town Easement on Pumpkin Hill Road*

Chair Carson said a proposal was made by Eversource at the last Selectmen's meeting. They require an access to Pumpkin Hill Road that is different than what they have now. The Town has received an offer of \$1600. for a 25-year proposal that the Town Administrator negotiated to \$5000. Martha Mical asked about public access once this easement is granted. Chair Carson said it is still public property, Eversource will just have an easement to cross the property to get to their equipment. He felt this easement was in the best interest of the town.

**It was moved by Clyde Carson and seconded by Jonathan Lord to accept the irrevocable access agreement to enable Eversource to cross Tax Map 31 Lot 63-3 for a 25-year term with a compensation of \$5,000.00.**

A roll call vote was made:

Carson: Yes; Lord: Yes; Bower: Yes

**The motion was approved unanimously.**

##### *b. Energy Efficient Lighting Proposal for the Warner Community Center*

Jonathan said the payback is four years with no interest. The monthly savings of interest will be a wash and after four years they will reap the benefits. Eversource will swap out the lights, install new exit signs, domes, outside fixtures, will recycle the fluorescent bulbs and replace with LED bulbs and fixtures. Chair Carson said this seemed like a substantial savings after the three years. This was a program that Jonathan found under *Eversource Saves*. The monthly savings is estimated at about \$180.00.

Sam said that everyone using the building may want to be notified; they may have some suggestions or questions.

Jonathan said they have to fill out an application and send it to Eversource. They will then begin the work. He said he would contact Tim Allen to let him know about this project so he can help coordinate it. Judy asked if there was a cost. Jonathan said \$13,385.90 but Eversource will contribute over \$5,000 of the project (about 40% of the project) and the Town's cost is payable over 48 months.

Jonathan said he would send in the application. Chair Carson wanted to be sure that the 48-month period was interest-free.

**It was moved by Clyde Carson and seconded by Sam Bower to give Jonathan Lord the go-ahead to move forward with this initiative and send in the application to Eversource.**

A roll call vote was taken:

Carson: Yes, Bower: Yes, Lord: Yes

**The motion was approved unanimously.**

#### 5. Selectmen Assignment to Town Committees

After discussion, the following assignments were made:

- Budget Committee, Selectman Representative – Jonathan Lord
- Economic Development Advisory Committee – Sam Bower
- Energy Committee – Clyde Carson
- Parks & Recreation Commission – Jonathan Lord
- Planning Board, Selectman Representative – Clyde Carson
- Planning Board, Selectman Representative Alternate – Sam Bower
- Safety Committee – Sam Bower
- Mink Hills Recreation Study Committee – Clyde Carson
- Road Committee – Jonathan Lord
- Agricultural Commission – Sam Bower

**6. Committee Members and Alternates with terms expiring in 2021:**

Planning Board: James Gaffney  
Romeo Dubreuil  
Alternate: Vacant  
Zoning Board of Adjustment: Beverley Howe  
Conservation Commission: Michael Amaral  
Vacant  
Compliance Officer: Peter Wyman  
Concord Regional Solid Waste Representative: David Hartman  
Alternate: Tim Allen  
Parks and Recreation Commission: Vacant  
Energy Committee: Vacant  
Road Committee: Representative from the Budget Committee: Vacant  
Representative from the Planning Board: Vacant  
Economic Development Advisory Committee: Nancy Martin

**It was moved and seconded to reappoint each of the individuals above to the terms expiring April 2024.**

A roll call vote was taken:

Carson: Yes, Lord: Yes, Bower: Yes

**The motion was approved unanimously**

**7. Town Administrator Report**

Diane said that a GOPHERR grant notice came from the State indicating some additional FEMA funds that were available. It is very confusing but basically the Town will be receiving the amount of funding that they had previously requested (\$7850.). In the future, if the Town is applying for grants and there is a maximum, put in more than the maximum if they have more receipts. There are ways to get reimbursed between GOPHERR and FEMA. This grant makes use of both State and Federal funds.

Diane shared that there is a new property coming onto the tax rolls that will benefit the Town approximately \$26,000 additional tax dollars. The property is partly in Sutton and partly in Warner. When the owners built the house it was planned to be built in Sutton, but it was actually built in Warner. It is for sale which is how this was discovered. The assessors worked well with everyone and it went smoothly with the Town of Sutton.

The Transportation Alternative Program (TAP) grant is ready to go. The Town received help from Central New Hampshire Regional Planning Commission (CNHRPC). The grant submission deadline is Friday, March 19<sup>th</sup>. The Selectmen wanted to review the grant prior to Diane sending it out. Sam and Jonathan agreed to review the documentation. Diane will post a meeting for Thursday, March 18<sup>th</sup> at 9am to review the grant..

Diane said they are looking to change the phone system to something that is much less expensive than they currently have. Dan Watts has helped her on this. The phone bills for all departments are approximately \$17,000 a year - not including the library. There are two companies that are being looked into that provide upgraded phones and better connectivity. Options include the ability to forward phones and transfer calls to other buildings. The phone bills will drop to approximately \$440/month which is a savings of about \$10,000/year. Diane said she will work department by department to make sure that everyone is getting what they need. The fire department has said they would like to keep their landline. The Town will have to purchase new phones, which are guaranteed for life. It is \$3,000 to get started and then about \$6,000/year for all the phones not including the library.

Chair Carson said that this is a transfer from land line to "Voice over IP". They need to make sure that their internet signal strength is sufficient.

Judy asked why the library was not included in this. Diane said that they said they weren't interested. However, they can always add new lines at any time. All it costs is the cost of the phone. Judy wondered why the library

would have an option to not be interested in participating if it was going to help their budget which ultimately helps the taxpayer.

Diane said if the board decides they will go forward with it, should they say that all Town “departments” will go along with it? Chair Carson said the library should be approached and shown the savings. There is a good argument to ask them to seriously consider changing over to this. Judy said also, if the library has a good idea why they don’t want to do it, they should share this reason with the town. It may be a valid reason.

Chair Carson said that he has experience with this kind of phone. They are great unless they lose power. A land line will keep working in this instance, but not so with an internet phone. He suggested a generator may help with this issue.

It was noted that they will have both kinds of phone for a term before they do the crossover. There is also free training and online support.

Diane was asked to come back at the next meeting with some more information and also after speaking again with the library.

Jonathan Lord wondered if Emergency Management would need to change their procedures once this is in place? Diane said that EM would keep some phones that are specific to Emergency Management. The phone lines for the building would change but they are special emergency phones.

#### **8. Town Report:**

Judy said that the report was “made available” up on the internet on time, per the RSA. She made sure that all the edits were complete. Working with a printer remotely and not face to face meant more time was needed to send and review edits. The hard copy isn’t going to be mailed out until the end of the week. It is completed and in the process of being printed.

#### **9. Sale of Town Property:**

Chair Carson asked if the Planning Board and the Conservation Commission would be reviewing the four Town properties previously discussed to sell? Jonathan said it is not necessary. According to RSA, property owned by the Town acquired through owner non-payment of taxes, do not have to be reviewed by the Planning Board or Conservation Commission. The properties presented for auction fall in that category.

By March 30<sup>th</sup> Jonathan and Judy will have more information on this topic. The project includes researching and documenting details about all the properties the Town owns. There are about 90. By the next meeting they will have something to present to the board and a review and determine of what could be done with each (if anything) can begin.

#### **10. New Business**

Chair Carson said they have been working to put together a new lease for Old Window Restorers, tenant at the old fire station on East Main Street. It will be a 12-month lease (beginning on April 1, 2021), which will include an option to buy the building for \$175,000. If the board is agreeable with that, they can move forward with getting signatures. The members of the select board were fine with this.

Chair Carson said he received a letter from the Pumpkin Blossom Farm. They said that they do not plan to have any non-agricultural activities and so did not feel they needed to do a site plan review. They have removed all references to non-agricultural activities on their website. Chair Carson said in talking with Ben Frost, Planning Board Chair, there is still a question there. If the town approves creating an Agricultural Commission at the May 1, 2021 Town Meeting, that group should be commissioned to look at site plan requirements for farms in town. They could give guidance to these kinds of places going forward. If this new commission isn’t approved, they would bring this back to the board for review.

The owners of the Pumpkin Blossom Farm were present and said that they have been working hard to understand what the parameters are for agri-tourism. It seems as though their farm falls well within these parameters. They don’t have any weddings or events planned for this year. They want to help share the information out there and want to be treated the same as other farms.

Judy said she feels that the site plan regulations will review the intrusion on the neighboring properties. She didn't think this was a complaint on the farm in general, but on the effects upon the neighbors of this specific farm from the activities that are taking place on the farm.

**11. Consent Agenda**

Chair Carson read the Consent Agenda.

**It was moved by Clyde Carson and seconded by Sam Bower to approve the Consent Agenda for the 3-16-21 Selectmen's meeting.**

Roll call vote: Carson: Yes, Lord: Yes, Bower: Yes

**The motion was approved unanimously.**

**12. Manifest**

**It was moved by Jonathan Lord and seconded by Sam Bower to authorize the Selectmen to approve the previously signed manifest.**

Roll call vote:

Carson: Yes, Lord: Yes, Bower: Yes

**The motion was approved unanimously.**

**13.. Approve Minutes: February 16, 2021 and March 2, 2021**

**It was moved by Sam Bower and seconded by Jonathan Lord to approve the minutes of February 16, 2021 an March 2, 2021, as circulated.**

Roll call vote:

Carson: Yes, Lord: Yes, Bower: Yes

**The motion was approved unanimously.**

**14. Public Comments – None**

**15. Non-public Session – If Needed**

**A. Motion to go into Non-public session under *RSA 91-A:3II (c)* by Clyde Carson and Second by Jonathan Lord.**

**B. Vote by roll call, Carson: Yes, Lord: Yes, Bower: Yes      **The motion approved unanimously.****

**C. Enter Non-public session: Time:   8:35pm**

**D. Return to public session: Time:   9:49pm**

**E Motion by Clyde Carson and seconded by Jonathan Lord to seal the on non-public minutes forever.**

**F. Vote by roll call, Carson: Yes, Lord: Yes, Bower: Yes      **The motion approved unanimously.****

**Adjourn      Chair Carson adjourned the meeting at 9:50pm.**

Respectfully submitted,

Kristy Heath, Recording Secretary  
Town of Warner