



Warner Board of Selectmen

Meeting Minutes

Tuesday, September 24, 2019

UNAPPROVED

1. Open Meeting Chairman Carson opened the meeting at 7:05 pm.

Attendance: Selectman Clyde Carson – Chairman, Selectman Kimberley Edelmann, Selectman Judy Newman-Rogers

Others present: Marianne Howlett, Ken Cogswell, John Leavitt, Martha Mical, Kelly Henley

2. Next Step in the Deferral Process for Map 34 Lot 26

A. Tax Collector, Marianne Howlett met with the Board and provided a packet of information for each Board member pertaining to Map 34 Lot 26 property tax deferral. The first page is from Attorney Bart Mayer that talks about how best to handle this property deferral, and how to bring it to a resolution. As a result of the process there is a warrant that commits the amount owed to the Tax Collector. Marianne verified with Mr. Mayer that the town would roll all taxes owed into one lump sum even though it covers a 20-year period. This process will take the property off the her deferral list. And the other piece is because Marianne has been carrying the property as a deferral on her records, the Board would need to abate those deferrals or else the town will have double the amount of what is really owed. The abatement request Marianne wrote up lists each year and the interest . The abatement total matches the warrant total, that is the purpose for the 2 documents that are before the Board. A statement does show the deferral is on Marianne's records, which technically, deferrals are handled by the Assessing Office, but this deferral is not. This deferral needs to come off Marianne's records and come back on again, then the clock will start.

B. Clyde said for the record, he spoke to Bart Mayer about this property. Bart wanted to make sure the town is taking the path Marianne spoke about because Bart feels it's the best path for the town. Marianne said in Bart's email he also suggests, because there is a very old tax lien on the property which predates these deferrals, the town could move towards deeding on the old lien and shorten the time frame.

C. Marianne spoke about the value of keeping old records because the town couldn't possibly do anything with the 1993 lien unless the town had the original records, which Marianne was able to locate. She said the town must keep old records, the records that are required.

D. If the Board moves forward with the lien, the Board would do so in May when Marianne is doing all the other liens. Clyde asked if the Board executes the warrant and abatement, does the town send official notification to all the owners? Marianne said she will send notification to the two heirs that are known, the person living at the property and also the lien holder. Clyde asked if that starts the clock. Marianne said yes, they would have a 30-day grace period. They would get 2 notices before Marianne liens it, one notice provides 30 days with no interest and the second notice would say the town is going to lien the property. Once Marianne receives the warrant from the Board, Marianne would notice property owners that she has been committed to collect the taxes. Clyde said this process takes the property off the deferral list and will now be a property that owes back taxes. Marianne said it's in the State Law if the responsible parties for Map 34 Lot 26 do not resolve the back taxes within 9 months, then the town can move forward with the lien process. Judy asked Marianne what she was saying about May. Marianne said if the Board wanted to deed on the 1993 lien, she would not do that until May when she does the others.

Board Action

Chairman Carson made a motion to abate taxes on Map 34 Lot 26 in the amount of \$45,418.50 for the purpose of collecting the taxes through a further Tax Warrant. Selectman Newman-Rogers seconded the motion, the motion passed unanimously.

E. The Board signed the abatement for the tax deferral and then there will be a Warrant to collect the \$45,418.50 in taxes through the Tax Collector's Office.

3. Possible Deeding

Marianne said from last May there was one parcel that she sent a follow-up letter to because the property owner didn't clear-up the lien from 2016. Marianne sent a follow-up letter in June, the letter was delivered but she hasn't heard any response. The property owner has a relatively small bill because it's a piece of land above the toll gate on the mountain. The owner has made a significant payment but has a balance of \$42.79. The property has follow-up liens for next year for the full amount (\$103.19), she is asking if the Board wants to deed it for 2016 or does the Board want to wait until 2017 when the process would start again. If the Board wants to wait until 2017 a waiver needs to be signed by the Board.

Board Action

Chairman Carson made a motion to waiver the amount owed on Map 22 Lot 5 for \$42.79 for non-payment of a tax lien for 2016. Selectman Edelman seconded the motion, the motion passed unanimously.

4. State Budget

Clyde reported the State budget will be passed tomorrow which means \$175,000 will be paid to Warner for the Kearsarge School District and another \$75,000 for the town.

5. Bookkeeper

The Board signed a written agreement for repayment back to the town for an employee that was overpaid.

6. Budget

A. The Board has received a number of budgets so far. The Board needs to create their budget.

B. Ken Cogswell, Cemetery Trustee, said he needs clarification and advice. Last year the Town Administrator handled the Cemetery Trustee's budget request putting it into a spreadsheet form. Before that he asked the Budget Committee how they want the Trustee's to do this. Ken said he was told by one of the Budget Committee member's that the Trustee's don't have to do the Capital Improvement Program process because their costs are not large enough. Ken said he will be meeting with the other Trustee's with the goal of keeping the budget as flat as possible. But, next year, the cost for caring for the out lying small cemeteries which was previously done by the Legion for \$1,200 per year will now be added to the Cemetery Trustee's responsibility . Ken has asked the current mowers about the out lying cemeteries and they feel \$1,200 is not enough and are creating a cost that includes those small cemeteries.

C. Ken wants to know what protocol does the Selectman want from the Cemetery Trustee's regarding their operating budget. Ken said the Trustee's are meeting tomorrow night at 7:00 pm to go over their budget. Kimberley said the Cemetery Trustee's only have a few lines in the operating budget and after the Trustee's meet to create a budget, send that budget on to her.

D. Clyde said a few year's ago there was a warrant for headstone restoration because the process was falling behind. Ken said the Trustee's do need to do some catch-up with headstone restoration and there are several tree's and limbs that need to be addressed. Ken said those costs will be added to the 2020 budget. Clyde said he feels those items should be addressed in the operating budget. Judy asked Ken about the \$1,200 that was in the Legion budget, she thought that money was for flags. Ken said it is for flags, he thinks it also compensates for someone driving around to the small cemeteries. Ken will reach out to Legion member Paul Violette for information on the small cemeteries. Judy also asked if the money from Pine Grove Cemetery has been used up. Ken said yes, it has.

7. Public Input

A. Martha Mical asked what is going on with the Town Administrator position. Clyde said the Selectboard has received 9 applications. The Board formed an Interview Committee consisting of members from the public and one former Selectman. There will be an organizational meeting with the committee on Wednesday, October 2 at 7:00 pm. Judy asked Clyde if he is running that meeting. Clyde said the committee will. Tonight, during a nonpublic session the Board will review the applicants to see which ones will be referred to the Interview Committee. Martha asked if the Board could tell her who is on the committee and are they from Warner. Judy said during the last search for a Town Administrator the people on the committee wasn't not public and was a public process. Kimberley said that is different from the names being in meeting minutes and published on the website. Clyde said the committee members who have agreed to be on the Interview Committee are, John Dabuliewicz who will be the Chairman, Patrick McGowan, Sarah Hansen, David Minton and Karen Raymond. The Interview Committee will

interview the candidates the Board submits to them and the committee will provide their recommendation back to the Selectboard.

B. Ken Cogswell asked about Horne St. that is on the agenda. Clyde said that has been on the agenda for a while. Martha Mical said didn't the Board decide upon sealed bid for the property? Judy said the Board talked about it, she doesn't recall an actual decision. Judy asked the Board if other town properties could be added to the bid process. Clyde said yes, he knows of a landlocked piece owned by the town that could be added. Judy said the properties should be sold the same way the town sold the house on the Fire Station property. Judy said she will move forward and will find out how the process was handled. Kimberley said to Judy that she said she would document the process as well for future use. Judy agreed.

C. John Leavitt said he went to the Big E in Springfield MA. and there is a building for each New England State. John said there was no tax in the NH building but there was taxes in the other buildings that represented Vermont, Rhode Island, Massachusetts etc. and John asked when you are in the NH building are you legally on NH property and the answer was yes.

D. Clyde reported the Barbara Annis roundabout sign is ready, dedication will happen when Governor Sununu is available.

8. Dishwasher in the Town Hall

Kimberley said Nancy Ladd is gathering funding for a dishwasher in the Town Hall. Nancy is applying for funds from the Fall Foliage Festival and needs the Board's approval, deadline is September 30. The dishwasher and associated costs are about \$5,500. Nancy has secured \$3,050 and is looking for the Festival to supply \$2,450. Nancy wants the Board to advise her as to whether this should be completed as Warner Town Hall or another description, how much would the Board allocate from town funds, and if the Board approves Nancy pursuing the Fall Foliage Festival source of funds being the contact on the form. Judy said in the last paragraph of the request, the dishwasher could either be funded by the Fall Foliage Festival, which means money will not be available until after January 2020 and then asks if the money could be found in the 2019 budget and be completed in 2019. Clyde said Nancy should apply to the Festival because there is a deadline and because the bottom line of the budget is unknown at this time. The Board also has the option to encumber the funds for the dishwasher at the end of 2019.

Board Action

Chairman Carson made a motion that the Board is in support of Nancy Ladd going to the Fall Foliage Festival for the dollar amount she needs for the dishwasher. Kimberley said the Board is also saying the town cannot fund this project in 2019. Clyde said the Board is not deciding that tonight. Judy said because the unspent funds in the operating budget is unknown. Martha Mical said instead of leaving Nancy hanging the Board should say no, the Board is not going to fund it in 2019 from the town budget. Judy said if there is money left over at the end of 2019, the Board could encumber what money is needed for the dishwasher and not worry about the Fall Foliage Festival. Clyde agreed. Selectman Edelmann seconded the motion, the motion passed unanimously.

John Leavitt asked for clarification, the estimate is not a contract. Kimberley said Nancy obtained a quoted. John said Nancy would need to get a contract before the end of this year in order for the Board to encumber money for next year.

9. Minutes

Clyde said the following minutes are on the agenda for approval. July 30, August 6, August 27 public and nonpublic, September 10 public and nonpublic. Both Clyde and Kimberley have not read the September 10 minutes. Judy recommended having the the September 10 nonpublic minutes reviewed by those who contributed to the nonpublic for accuracy. The Board agreed.

Selectman Newman-Rogers made a motion to approve minutes for July 30, August 6 and August 27 public and nonpublic. Selectman Edelmann seconded the motion, the motion passed unanimously.

10. Manifest

Chairman Carson made a motion to authorize the Selectmen to sign manifests and order the Treasurer to sign Payroll check numbers 6028-6038 in the amount of \$31,545.75 (including 21 direct deposits). Accounts Payable check numbers 56788-56804 in the amount of \$51,760.17. Selectman Edelman seconded the motion, the motion passed unanimously.

11. Consent Agenda

Selectman Edelman made a motion to approve the Consent Agenda for September 24, 2019:

To be signed by the Board:

1. Land Use Change Tax Map 10 Lot 30-2-6
2. Building Permits for : Map 3 Lot 24-43PLE, Map 30 Lot 50, Map 24 Lot 17

Chairman Carson seconded the motion, the motion passed unanimously.

12. Nonpublic Session

Motion to enter nonpublic session made by Chairman Carson, seconded by Selectman Newman-Rogers. Specific statutory reason cited as foundation for the nonpublic session:

 X RSA 91-A:3, II (b) Hiring

Members Present: Clyde Carson, Kimberley Edelman, Judy Newman-Rogers

Roll call vote to enter nonpublic session: Carson - Yes, Edelman - Yes, Newman-Rogers - Yes

Entered nonpublic session at (time not mentioned) pm.

Other persons present during nonpublic session: None

Description of matters discussed and final decisions made: Minutes are sealed indefinitely.

13. Sealed Minutes

Selectman Edelman made a motion to seal the September 24, 2019 nonpublic minutes indefinitely. Motion was seconded by Chairman Carson, the motion passed.

14. Nonpublic Session

Motion to enter nonpublic session made by Chairman Carson, seconded by Selectman Newman-Rogers. Specific statutory reason cited as foundation for the nonpublic session:

 X RSA 91-A:3, II (c) Reputation

Members Present: Clyde Carson, Kimberley Edelman, Judy Newman-Rogers

Roll call vote to enter nonpublic session: Carson - Yes, Edelman - Yes, Newman-Rogers - Yes

Entered nonpublic session at 8:48 pm.

Other persons present during nonpublic session: None

Description of matters discussed and final decisions made: Minutes are sealed indefinitely.

Motion to leave nonpublic session and return to public session by Chairman Carson, seconded by Selectman Edelman. Roll call vote: Carson - Yes, Edelman - Yes, Newman-Rogers - Yes.

15. Sealed Minutes

Selectman Edelman made a motion to seal the September 24, 2019 nonpublic minutes indefinitely. Motion was seconded by Chairman Carson, the motion passed.

16. Budget Process

The Board will create their budget at the next Selectman's meeting. Judy will be doing some research on health insurance. Kimberley asked if the Board has any feel for whether or not the town will be selling any buildings? Clyde said the tenants wanted a little time to see if the building will work, Clyde will take this on as an action item. Judy asked if that can be a direct sale, Clyde answered absolutely.

17. Adjournment

Motion was made and seconded to adjourn at 9:00 pm.

Board of Selectmen
Clyde Carson - Chairman
Kimberley Edelmann
Judith Newman-Rogers