



TOWN OF WARNER

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August 24, 2021

BOARD OF SELECTMEN MEETING

Tuesday, 7:00 pm

DRAFT Meeting Minutes

I. Roll Call / Attendance

Present: Clyde Carson – Chair Christine Frost Sam Bower

II. 7:00: Public Hearing

A. Open the Public Hearing on the Acceptance of Unanticipated Funds

1. \$624.00 - Wages for Fire Department members who worked State COVID Vaccination Clinics
2. \$152,846.88 - Half of Warner's projected total from The America Rescue Program Act

B. Open for Public Input

1. \$624.00 - Wages for Fire Department members who worked State COVID Vaccination Clinics

Charlie Albano: I think that anyone working during COVID should be paid. I think this is a wonderful thing.

Ed Mical: Where did the money come from?

Clyde responded that it is from the Goeffer grant from the state.

C. Close Public Input

D. Board Discussion

Action:

Clyde made a Motion to accept and expend unanticipated funds of \$624.00 wages for the Fire Department members who worked state COVID vaccination clinics. Second by Christine. All Yes.

2. \$152,846.88 - Half of Warner's projected total from The America Rescue Program Act

Clyde: There are four purposes for the funds:

1. Public health expenditures.
2. Negative economic impact,

Within those, we have a large amount of discretion. We need to keep track of which category they fit. We get the second half in 2022. Some Towns are not accepting the funds, and when towns do not accept the money, it goes back in for those who did accept. Thus, we may get more. We have time to spend this money – at least 2 years. The Federal government may also change how the money can be spent. There is no urgency to spend the funds, and we need to think how best to benefit the Town of Warner.

2B. Open for Public Input

Ed Mical – do you have any idea how it will be spent?

Clyde: the next step is to start putting together a way to determine the best way of doing that. We may have that discussion today.

Ed Mical: Do you have to get approval for what you will do with it?

Clyde: We have raw discretion within the categories. There is a formula that says you can spend on lost revenue. Somewhere around 200k. Everything we have read says we have a lot discretion. There is benefit to waiting. As other Towns ask, we can see what are the guidelines.

Charlie Albano: We have approximately \$150K now and approximately \$150K later, with discretion on time-frame. We have probably 2 years to commit the funds, and then more time to spend.

Charlie: Does the 2 year clock start now? And does the second 2 year start when we get the second check? What is the end game? Can we use these funds for 3, 4 or 5 years?

Clyde: The dates are well set. The date by which you have it all committed is fixed, and the date to have it spent is another year out.

Charlie: If you have a project, and want to give it 25k in year one, then 25k in year two – see what is your window.

Ed Mical: What effect will it have on the budget?

Clyde: I do not believe it will. You were not allowed to get more than 50% of your operating budget. The funds do not mingle or lapse. We can use for purposes not in the Town budget.

Jim McLaughlin: Everyone in the room has an idea of how to spend the money. Speaking for the water district, we are operating on a single well, and that is it until we can rejuvenate the old well. That is about an 80k project. We will have to pay for that.

Clyde: That should be on the table for the next discussion. As part of this, the federal and state has a bucket of money for water precinct.

2C. Close Public Hearing

Board Discussion

Action:

Clyde made a Motion: To accept and expend \$152,846.88, half of Warner's projected total from the American Rescue Program Act. Second by Christine. All Yes. Motion Passed

Clyde: With regards to the ARPA money, I think we need to put in place a process for how we spend this money. We have a meeting next Tuesday, 8/31/21, and can start a list of projects/organizations to be included. If we miss some, then those organizations will make themselves known to us.

Christine: How do you make sure that those organizations know about this.

Sam: We will make our list of possible ideas first. And if any are directly linked to an organization, as opposed to a project, then let's say the Home School project, then we would reach out to them.

Clyde: Once we identify the organizations, we will bring them into discuss. There are external and internal projects. There might be projects external to the Town Government, and there may be some internal to Town Government.

Christine: I think it would be good to set some parameters. I would be in favor of anything that adds an administration burden on the town.

Sam: We don't want to create a job, start paying for it, and then the money runs out in five years. Should we be reaching out to the public?

Clyde: Once we identify the organizations, then we can pull those together and get ideas.

Michael Simon: One thing that has been talked about is an Owl system to allow for hybrid meetings in Town Hall. To whatever extent that is for Town Hall, I would also ask you to remember the library and would appreciate being included. Other community groups use our rooms and would appreciate having hybrid formats.

III. New Business

A. Mike Prete, Owner of “The Kitchen” (New Restaurant Located in the Prior “FootHills Restaurant”) 1. Town Letter of Acknowledgment For A License to Serve Alcohol

Clyde: Welcome!!!

Mike Prete: We started out in Portsmouth, an upscale sandwich shop. Our turkey is hand sliced, not deli meat. My wife is from Hopkinton. We were in Andover, where we did catering but outgrew our space. We opened a smaller version of our restaurant, became very popular, outgrew the space, and here we are. We are doing primarily lunch and dinner. In the fall, when catering slows down, we will do a brunch and will eventually have breakfast. Open hours are 11am -8pm. We will have a bar and serve, beer, wine, and 8 cocktail drinks. We will have live entertainment: acoustic guitar, no live bands or amplifiers. There is a patio that is cement now. Trying to dig into the granite is difficult. The patio will fit 20 people. What we are asking for is a letter of acknowledgment from the Town that we will serve alcohol.

Clyde: we did the same thing for the people moving into the Local. I think it is a good thing to do. If there are no objections.

Mike: We had a beer and wine tasting. We have a lot of local beer and ginger beer.

Clyde made a Motion: To give Mike Prete of the Kitchen a letter with the Board’s acknowledgment and permission to have live music and serve liquor as explained to the Board. Sam -second. All yes.

IV. Old Business

A. Warner Conservation Commission (WCC) Request

Nancy Martin, Conservation Commission Chair: In one evening I had two people interested in volunteering for the Conservation Commission. We had been down one member for two years. We have had Jackie Germain and Jody Sloan present themselves to the WCC. Ken Cogswell is moved up to a full voting position. We will still have 3 alternates. I ask that the Board approve both Jackie and Jody as alternate members as there are many times when people do not attend meetings.

Jackie Germain: I moved to Warner one year ago, full time, last May from Portland CT. I served on the CC there for 8 years, and loved it. There is a big learning curve here. I am learning more every day. My academic work is botany, and my graduate is in science, and then I went to Medical School. I have a real love for conserving plants. I was able to attend courses at the University of CT. I have a good background in map reading, and understanding conservation easements. We did a lot of work with the schools, libraries, getting the town understanding conservation. We wrote a manual for the Town, maps of the aquifers. Portland CT is similar to Warner, maybe a little larger, between New Haven and Hartford, on the river. I love working with community and projects. I had to give up my commission in CT.

Jody Sloane: I too have been in Warner for over one year. My interest is in activities, always involved with the environment, educating children, started a sailing project in East Boston. I am more active. I ran a research boat for University of MA, went into the harbor to test water quality, started a cleanup boat project on the Charles River. MWRA work. I have a passion for the environment and want to continue here. There is more opportunity here to be involved.

Nancy Martin: I would like to add that last month, I put out a notice about a NH Cooperative program: Taking Action for Wildlife. I put a notice on our website, and had 4 people who wanted be on the team. We had to compete with people from all over the state. We were selected, and Jody is the lead on the team.

Clyde: Thank you both for volunteering.

Nancy Martin: We have 8 full time members and 2 alternates on the Conservation Commission.

Clyde: Let's start with 2 year appointments and then stagger.

Sam motion to appoint Jody Sloane and Jackie Germain as alternates on the Conservation Commission with 2 year terms. Beginning April 1, 2022, terms would expire in April 1, 2024. Second by Clyde. All vote yes.

B. Review Any Responses Received For Zoning Board of Adjustment Alternate Position

Clyde: Have we heard anything about the ZBA?

Sam: Have not heard back from Nick Brown but he is checking with his employer.

C. Agriculture Commission

Sam: We are ready. We need to get everyone's phone number on the list. We should set a meeting.

Sam will contact Judy with the meeting date so that it can be posted. Sam said he met with Ben Frost, Planning Board Chair, and talked about the plan. He said there was one more position for an alternate and Jen Courser had applied. He said if there is an open spot, I would like to have Jen fill it. Jen will be invited to a meet with the Board at a meeting.

D. Select Board Submission for The 2022 – 2027 Capital Improvement Plan, Due Date: Aug 30, 2021

The Capital Improvement Plan (CIP) schedule is that all departments are asked to submit capital requests with a deadline this year of August 30. The majority of the plan is made up of Police, Public Works and Fire Department projects. The selectmen occasionally have a request. Recently it has been the Multi-use path. Diane upgraded last year's Select Board CIP to include the language from the Transportation Alternatives Program (TAP) grant so that it is consistent.

The Town's payment portion went up since last year. The Town should hear this fall if the grant was approved. If it is not awarded from TAP or Senator Kuster, funding is in the transportation bill, the thought being that the bill includes more available money for the TAP grant. The Board will ask people to commit at Town meeting.

Christine: There was a conversation of Tim Blagden looking at a tourism grant.

Clyde: The Town would have to sponsor the grant.

Christine: I am the person in charge of 95 million dollars for that program. It is not about recusing myself.

Clyde: If he applies for the grant, whether you are a Board member or not, you would have to look at the grant.

Christine: Being a Select Board member, I do not have a non-bias opinion.

Clyde: Tim Blagden applies through his organization, we do not sponsor him.

Clyde: Aside from the multi-use path are there other projects? Diane had identified some items -repairs to the slate roof, a physical path on the insurance side of the Town Hall building. My suggestion is that we have a Town Hall Improvement fund and those funds would come out that.

Christine: Does the roof have a life?

Clyde: A slate roof has to be periodically repaired. We always have projects. We could consider the air conditionally, we have had the bricks pointed.

Christine: Who maintains this building?

Clyde: That falls under Tim Allen. Tim Hayes is our maintenance person for this building. We usually put out a warrant article with projects for Town Meeting – and normally it would not be a CIP project.

Discussion about other projects – seven year plan.

Christine asked why the wide path is not part of Department of Public Works.

Clyde: It is part of the master plan. It is part of the infrastructure but needs to be funded to be constructed. It would be nice if we had a grant to cover 80 percent of it. Then the Town would vote to fund the other 20 percent. It is all part of Director Tim Allen's Public Works environment.

Sam: Would Tim build it?

Clyde: Contractors would build it. DPW would maintain it.

Christine: All the department heads are putting in their requests for CIP.

Clyde: The original input (request for a wide use path) came from the Energy Committee. We put in the grant application and have all the information.

Sam: If we wanted to put in another project request, we have to have it submitted by the 31st. The only other thing I can think of in terms of improvement to Town Hall, and we would do it as a CIP, does it make sense to look at Town Hall as a big project, instead of just the roof?

Clyde: The Town Hall Improvements come out of the Town Hall Improvement Capital Reserve Fund.

Clyde: We will submit the multi-use path for the CIP.

Michael Simon asked about records preservation. Clyde answered that will come from the Town Clerk.

E. Planning Board Review (7/12/21 – create a chart/matrix, 8/16/21 - recommendations) of Town Owned Properties for Potential Auction

The Planning Board approved the two properties that were given to them, said to sell the two properties and they will continue to work on the process.

V. Town Administrator Report

1. Ballard Brook project – A public hearing will be scheduled to accept the 165k awarded to the Town.
2. Combining Town oil and propane purchase with Bradford and Sutton, the oil price is \$2.306 per gallon from Huckleberry and \$1.68 per gallon for propane from Irving Fuel.
3. Warner Community Center - Sam asked about the agreements with Warner Connects and Community Action Program (CAP), both tenants at the Warner Community Center (WCC). Clyde responded that since the Town is looking at building use, it will not enter into a multi-year contract. Sam reported that the Warner Connects broke off and started the Food pantry.

Clyde: CAP still services our community. Food Pantry has expanded. CAP's lease included the food pantry at one point and pays the lease. The Food Pantry is currently fledgling and trying to make a go of things on their own. We are not charging them rent at this point even though they are occupying more space than before. We need to be able to have the conversation of what do we want in that building, and what space do they occupy.

Christine: How are those decisions made?

Clyde: We make those decisions here. It is up to the Select Board. Who needs to occupy that building, and with how much space? We have a lot of good organizations that need space. That will have to be a discussion. There is a tour this Thursday night of the WCC building with the budget committee.

Christine: Has anyone done programming specifically for that building?

Clyde: the EDAC has been looking at that. They have the square footage for each floor. It was not a significant issue until this last year, of how we would allocate the space.

Ed Mical: I hope the Board is not looking to kick out Head Start. They have been in that building for a very long time.

Clyde: My thought is that the CAP and Food Pantry occupied the lower half of the building, the lower floor. Since they separated, they are in the lower half plus the entire main floor. The question is how do we go back and look at that for child care and other uses.

Christine: The meeting starts at 6pm on Thursday at the Parks and Recreation at Riverside. Then will go to the Warner Community Center at 7:30pm.

VI. Public Comments

Ed Mical asked about the improvement to the corner of Route 127/103 that was asked to be requested of the NH Department of Transportation to consider when they redo the bridge on Route 127 over the Warner River. Clyde responded that all comments were submitted. Sam said the historical society asked for many things.

Christine asked if the bridge is red-listed. Clyde responded that it is.

VII. Consent Agenda

Motion by Clyde to Approve the following as read into record for the August 24, 2021 Select Board Meeting and as signed presently or previously:

1. Building Permits For:

	<u>Permit #</u>
Map 16 Lot 040	(2020-31)
Map 35 Lot 004-2	(2021-37-1)
Map 35 Lot 004-2	(2021-37-2)
Map 19 Lot 031-1	(2021-38)
Map 15 Lot 003	(2021-42)
Map 14 Lot 026-1	(2021-44)
Map 16 Lot 043	(2021-49)
Map 14 Lot 029-1-17	(2021-50)
Map 09 Lot 014-1	(2021-51)
Map 10 Lot 010-2	(2021-52)
Map 11 Lot 063	(2021-53)
Map 07 Lot 062-2	(2021-54)
Map ON-03-024-11LB	(2021-55)
Map 15 Lot 049-1	(2021-56)
Map 19 Lot 023	(2021-57)
Map 06 Lot 054	(2021-58)
2. Request by the Firefighters Association to hold a Raffle from September 1 through November 13, 2021 with drawing scheduled November 13.
3. Notice of Intent to Cut Wood: Map 10 Lot 049
4. Veterans Tax Credit: Map 11 Lot 046
5. Request for funds in the amount of \$7,002.00 from the Parks and Recreation Capital Reserve Fund to Quimby Construction for final payment for the shed at Riverside Park.
6. Request for funds in the amount of \$1,392.03 from the Employee Expendable Trust Fund.
7. Request for funds in the amount of \$4,579.63 from the Employee Expendable Trust Fund.
8. Request for funds in the amount of \$2,708.00 from the Police Vehicle Capital Reserve Fund modifications on the new cruiser by Kustom Signals, Inc.

9. Request for funds in the amount of \$123,786.00 from the Highway Equipment Capital Reserve Fund for Red Chimney Road/Ballard Brook Crossing design work by Moser Engineering.
10. Request for funds in the amount of \$19,495.00 from the Bridge Capital Reserve Fund for reimbursement of payment to ATG Lebanon, LLC.

Sam – Under what circumstances would I find an intent to cut that raised a red flag?

Clyde: Only if they owed money to the town. Otherwise, there is no grounds for the Select Board to not approve it.

Sam: For most intents to cut, they have to go through wetlands stuff.

Clyde: There are very limited grounds for the Select Board to hold anything up.

Second by Sam. All YES.

VIII. Meeting Minutes: 08/03/21 and 11/17/2020* (Minutes Not Publicly Approved)

- A. Motion to Approve / Approve with Changes / Delay

Clyde motion to approve 11/17/20. Second by Sam. Clyde Yes. Sam Yes. Christine abstained.

IX. Non-Public Session Under 91-A:3 II E Legal

- A. Motion by Carson to go into Non-public session

1. Second: Bower

2. Vote by roll call: Carson: YES Bower: YES Frost: YES

- 3.. Motion: PASSED

- B. Enter Non-public session: 8:43 pm

- C. Return to Public session: 9:15 pm

1. Motion: Sam, Non-public minutes: Sealed Permanently

2. Second: Carson

3. Vote by roll call: Carson: YES Bower: YES Frost: YES

4. Motion on Minutes: PASSED

X. Adjournment

Respectfully submitted by

Diane Riccardelli and

Edited by Judith Newman-Rogers