

Select Board
DRAFT MEETING MINUTES
Town Hall- Lower Meeting Room
Friday, March 25, 2022, 4:30 p.m.

I. Roll Call/Attendance

Chairman Sam Bower opened the meeting at 4:41 p.m. and recognized the presence of Board members Christine Frost and Clyde Carson.

Also present: Ed Mical, and Town Administrator Diane Ricciardelli (Recording Secretary Ray.Carbone worked from a recording of the meeting.)

II. Select Board Business

Chairman Bowers asked for input on how the Board wanted to proceed with this meeting. Town Administrator Diane Ricciardelli said that she is unable to attend the Board's next regularly scheduled meeting on Tuesday, March 29, so she wanted to do what she could to prepare the Board for that meeting and resolve any issues that could be handled beforehand.

a. Volunteer.

Jan Gugliotti has volunteered to serve on two of the Town's committees/commissions. One is the Agricultural Commission; that board is already filled with members and alternates, according to Chairman Bower, who is the Board's representative.

The other position is on the Community Power Committee. Carson, who serves as the Board's representative to the committee, said she would be a good addition to the group because she worked for two years at the NH Public Utilities Commission.

Carson made a motion to appoint Gugliotti to the Community Power Committee; Bower seconded. In a voice vote, the Board unanimously approved the appointment.

b. Mask policy.

Town Administrator Ricciardelli said she has spoken to everyone on the Town Hall staff, and the unanimous recommendation is that the Select Board rescind the current policy requiring all visitors to wear a protective face mask in favor of a voluntary mask policy.

Frost made a motion that the Town Hall mask mandate be lifted and that the Board continue to monitor the situation with covid-19 in the State; Bower seconded. In a voice vote, the motion passed unanimous.

The Board had a brief discussion about how to word new door signs that would inform the public about the policy change. Ricciardelli said she would review some options and get the new signs up.

c. Loan vs. Bond

Town Administrator Ricciardelli told the Board that she's done some research regarding how the Town could move forward with the \$2,615,000 Construction Project Loan that was approved at the annual Town Meeting earlier this month. She said that she's reached out to the bonding organization and learned that there is some uncertainty about what the borrowing rate would be when it is set in the Fall. One disadvantage of a bond is that the Town could not pay it off early.

Ricciardelli also said she met with a group of approximately 20 other NH town administrators and discussed the idea of bond vs. loan. One administrator suggested that the 3.7% interest rate that Sugar River Bank has proposed for the Warner project was a good deal; others said their towns have done well with bonding.

Carson suggested that the Town reach out to the local Sugar River Bank branch again to see if they could lower its loan rate a little more, to make that option more appealing to the Town. Frost noted that, based on the current information before the Board, the difference between the two options could be as much as \$107,000. But Carson said that there is a chance that the rates could be different when the time comes to sign off on the deal. "That's the gamble," he said.

Frost recommended that the Town move forward with Sugar River Bank but suggested that Ricciardelli check with a few other banks to see if the Town couldn't find a rate lower than the local branch has offered. Bower agreed, noting that if one bank does offer a lower rate, the Town could still go back to Sugar River to see if the local branch could match or beat it; and if the hometown bank gets close – but doesn't exactly match – the requested rate, the Town should go with the local bank.

Frost also noted that going with a bank loan would likely mean that the funds would be available sooner so at least some of the road work may begin this summer. The Board will have to meet again to give a final approval on the course it decides, Carson said.

d. Community Action Program (CAP) of Belknap-Merrimack County.

The Board has been discussing the idea that the regional CAP office, which currently operates a Head Start program in the Warner Community Center (WCC), may leave its space this year. That would allow the Concord Boys and Girls Club to utilize that bottom floor area to institute a childcare center that could help local residents.

Ricciardelli asked the Board if there was any updated information about the prospective change. At previous Board meetings, Christopher Emond, the CEO of Concord Boys and Girls Club, said that one of the biggest challenges to initiating a childcare facility in the Fall would be attracting staff; he suggested that if he had a letter from the Board indicating its intention to move forward with the idea if CAP does not continue its Head Start operation, it would help in the hiring process.

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Chairman Bower noted that, as the Board's representative on the Economic Development Advisory Committee (EDAC), he attended a recent meeting where EDAC Chairman Charlie Albano asked if the Board would provide the support letter to Emond.

Frost noted that CAP has indicated that it could not provide a firm answer regarding its Head Start plans until May at the earliest. But Carson said that the regional CAP director has "basically said there's nothing to support the CAP (Head Start) program in Warner going forward." (The May timeline is related to the fact that Head Start is a federal program: before CAP terminates it, it has to abide by certain guidelines, Carson said.) Carson therefore suggested that the Board could provide the requested letter to the Boys and Girls Club.

Chairman Bower said that at the EDAC meeting, EDAC Chairman Albano said that he would be willing to help write some grants that could help with reconfiguring some of the bottom floor space in the WCC; previously, Lori Garrett, director of the Warner Connects Food Pantry, had expressed some reservations about locating the childcare facility on the same floor, since the Food Pantry is already cramped. Bower said that with Albano's grant assistance – and if the Town could provide additional outside space for the Food Pantry – Garrett seemed to indicate that having both operations on the same floor could actually be advantageous.

But Frost noted that Garrett has also expressed some serious concerns about young children mixing with the people who utilize the Food Pantry. "I think there's a lot going on there," Frost said, adding that she favors the Town having a more complete plan about the prospective WCC renovation before the Board provides any more money.

Both Bower and Frost said that they like the prospective renovation plan for the WCC that Warner resident Anthony Mento, who is an architectural project manager, provided to the EDAC. Carson said he especially liked the idea of a Community Garden behind the WCC. (Bower said that Agricultural Commission would recommend that the area actually be called a "Feed the Community Gardens", and that it utilizes a program in conjunction with the Kearsarge Area Food Hub that could provide seedlings and educational components.)

Ricciardelli reported that she's recently heard from two of the largest Town employers – Pellettieri Associates, the landscaping design company, and MadgeTech, the high-tech manufacturing business – expressing their enthusiasm for having a childcare facility in place by the Fall that could support their employees.

(Ricciardelli also said that she's still working with Warner Connects on the terms of a lease agreement for the organization. She said the insurance appears to be in order, but she's wondering how the lease may include the Warner Connects Family Closet thrift shop that's been operating in another area of the WCC for some time now.)

Carson said the April 5 Board meeting will be a public forum where CEO Emond of the Concord Boys and Girls Club will talk about his organization's proposed plans. That's when the Board can review and address its previous renovation discussions, as well as the Boys and Girls Club/CAP childcare plans and related issues. If the Board finds the idea acceptable, it could vote to sign Emond's requested letter that night, he added.

Frost noted that one result of adding a childcare facility to the WCC would be a "significant change in the traffic pattern," in front of the building, which is already problematic. But she added that, according to EDAC Chairman Albano, Steve Brown, who owns the residence next

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to the WCC property, is willing to sell some of his lot to the Town to allow for the creation of a circular driveway in front of the WCC, which would improve traffic safety.

Bower asked the other Board members whether they wanted to review Mento's proposal for the WCC renovation work at its next meeting on Tuesday, March 29; he also questioned how the Town would fund the \$7,000 project.

Carson said that if the Board found that the project makes sense it could "find a way". Bower agreed.

Frost said the proposal seems great, but it is still important to verify that any agreement with Mento is in compliance with the Town's purchasing policy. Ricciardelli distributed copies of the policy to the Board and Frost said that the policy doesn't seem to allow for what the Board is planning to do, i.e., to simply hire Mento for the WCC project. Instead, it calls for the Board to solicit at least two other estimates.

After a brief discussion, Frost volunteered to write up an outline of the renovation plans and have the Town put them out for bids. The whole thing would take less than a week, she said, and it is unlikely that anyone would be able to do the work anywhere as inexpensively as Mento has suggested. Chairman Bower asked Frost to go ahead with her suggestion.

e. Next Steps on the Sidewalk

At the annual Town Meeting, voters rejected a proposal to "establish a Transportation Alternative Program (TAP) Matching Grant capital reserve fund for design engineering in support of Warner's Transportation Alternative Program connecting the downtown village district to the Intervale District, and to raise and appropriate the sum of \$95,111."

Chairman Bower said that, in his communications with some residents, there appears to be some confusion about how the Board views the project. He noted that the Board still has the prerogative to continue to support the effort if it believes it is in the best interest of the Town. That means it could move in the direction of additional outreach in the community to build a higher level of community support. In addition, the Town has \$20,000 in a Capital Reserve Fund earmarked for the project that was approved at the 2020 and 2021 annual Town Meetings and the Board might decide to use some of that money to provide more relevant materials to citizens.

Carson said that the Board was never able to make its formal presentation before the Town Meeting because the discussion was "hijacked" after a floor amendment drastically altered the original warrant article's language. He said that the Town is not going to spend \$1 million of its own money on the sidewalk project, but the TAP grant is a way to fund - "make it happen"- for much less.

The question right now is whether the grant is available for an additional year, which would allow the Board to do more outreach and explain more fully its thinking behind the plan, Bower said. Carson noted those efforts might even include a small committee that can evaluate the proposal.

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Carson also noted that the federal TAP grants, which are administered by the NH Department of Transportation (DOT), are actually approved by the Governor's Council in the Fall. So, the first step is to find out from the DOT if the TAP grant would be available to Warner when Town Meeting rolls around again in March 2023.

Chairman Bower said he liked Carson's idea of having a small committee that would include some of the residents who own property along the proposed route alongside West Route 103. Frost said that she doesn't see how Warner's voters will ever approve the project as long as those property owners have concerns that are not addressed.

Carson said that the only way for the Town to get the full evaluation that residents seem to want is to fund for the full design engineering work, as was proposed in the original warrant article. The key question for the Board right now is whether the members agree that they support finding out if the grant funding is available next year, and, if so, whether they favor working to do a better job of explaining the project's benefits to citizens in the hope that the grant wins approval in 2023, Bower said. The two other Board members agreed.

Chairman Bower recalled that, as Carson stated earlier, Town Meeting voters didn't consider the Board's warrant article. Instead, the amendment language was inserted, and even that was only approved by a margin of less than five votes.

Town Administrator Ricciardelli said that it might help if residents know that the TAP money will not impact their property tax bills. In addition, she said she's heard from several residents who were surprised by the defeat of the project at the Town Meeting; she encouraged them to "show up" for the annual meetings in the future.

Chairman Bower asked if the Board could use some or all of the \$20,000 that's currently in the fund on related costs. Frost advised against the idea; Carson said he didn't know if spending those funds would make much difference to the eventual outcome.

Bower also suggested that it might be helpful to have Department of Public Works (DPW) Director Tim Allen and Police Chief Bill Chandler address the project if it does come before the 2023 Town Meeting.

f. Other Grants

Town Administrator Ricciardelli said she's received a message from Sen. Jeanne Shaheen's office encouraging the Town to apply for some other grants right now. She emailed a prospective list of grants to the Board members, noting that the Town applied for several of these last year.

Frost suggested prioritizing some grant applications, including one that would help to fund some of the DPW road projects that residents voted to support at the Town Meeting in the Construction Project Loan warrant article. Frost said she wouldn't be in favor of a listed sidewalk grant, but Carson noted that this is an \$800,000 grant that pays for repairs to brick sidewalks.

Other grant money could be used to advance the Ballard Brook Project on Red Chimney Road and East Joppa Road, Ricciardelli said.

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Frost was also enthusiastic about a Skate Board project grant; Town Meeting voters just approved spending \$108,445.75 on improvements to the facility.

Finally, there were grants that could help extend or connect various parts of the Concord-Lake Sunapee Rail Trail sections in Town; the Board was particular enthusiastic about one that could link Riverside Park with the area of the trail that currently ends near the Pillsbury Free Library off Depot Street. (Ricciardelli said that, at one time, an estimate of that project included the construction of a covered walking bridge over the Warner River.) The grants that will further those projects that Town residents have already supported should be given priority, the Board agreed.

Ricciardelli said that it's important that the Town submit its grant applications quickly because many have an April 4 application deadline.

After some discussion, the Board asked Ricciardelli to put a priority on submitting six individual grants: one to pay for sidewalk repairs; a pair that will help fund work on the Concord-Lake Sunapee Rail Trail in the areas near both exit 7 and exit 9 (off Interstate 89); one that could pay for a bridge across the Warner River, connecting the village area to Riverside Park; and a pair that would fund road construction work on both Schoodac and Poverty Plains roads.

III. Manifest

[NOT AVAILABLE – INSERT COPY HERE]

Chairman Bower made a motion to Carson seconded.
In a voice vote, the Board unanimously approved the motion.

IV. Other Select Board Business

Frost asked that the Board be prepared to review updated information about the Town's finances when it meets again on Tuesday, March 29. She said that when the Budget Committee met last fall, its members asked the Parks & Receptions Department's representatives to slim down the Department's budget with the understanding that the Town would "figure out a way" to fund some of the Department's projects funded, especially the need for a new lawnmower and an aerator for Silver Lake; the possibility of using some of the American Rescue Plan Act (ARPA) fund was mentioned.

Frost said she's done some research on how the two projects could be funded.
Selectman Bower agreed to have the issue added to the March 29 agenda, and thanked Frost for her work.

V. Non-Public Session – Under RSA 91-A

Bower asked for a motion to go into a Non-Public Session under RSA 91-A:3ii, c- reputation.
ROLL CALL: Bower, yes; Frost yes; Carson, yes. The Board closed the public session at approximately 5:40 p.m.

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The Board ended its Non-Public session at 6:33 p.m.

VI. Adjourn

With no other business to come before the Board tonight, Chairman Bower made a motion to adjourn. Without objection, the meeting was adjourned at 6:34 p.m.

a. Process and Use of American Rescue Funds Act (ARPA)

Frost asked if the Board should reassess its list of projects that can be paid for with the ARPA funds. She said that she has significant reservations about working on sub-grants with non-profit organizations, noting that the administrative costs can be “pretty harsh.”

Ricciardelli said she’s concerned about certain fuel costs, noting that the Town is locked into a price for now but it’s impossible to know the future, and it’s unclear where the funds would come from to pay for a significant cost jump.

The Board discussed the idea of granting money to organizations like the Warner Connects Food Bank. Carson said the ARPA money can be utilized in this way, but Frost noted that the Town should have both clear criteria and an open process for awarding the grants.

Chairman Bower said that some ARPA funds can be used for projects that are within the Town government authority, and he asked Ricciardelli to make a list of those. And the Select Board could put out a call to organizations that might want to be considered for a grant.

Frost said that the Town could use ARPA money to pay for solving issues like the recent drainage problem that arose. “There’s a lots of things you can do,” she told the other Board members.

Town Administrator Ricciardelli said that the funds could be used by the Town’s Welfare Department, which has seen a steady rise in demand over the last two years.

Carson said that there’s a limit on how much the Town can attribute to “lost revenue,” that allows for the use of ARPA funds.

Frost said that she would send the other Board members a spreadsheet that she has regarding how the ARPA funds can be used. Then the Board could discuss it when it has its next meeting in two weeks.

Ricciardelli asked the Board how soon they would like to begin distributing the ARPA funds. (Some of already been used for emergencies, Carson noted.)

Chairman Bower said that if the Board is comfortable about its process, the funds should be made available as soon as possible.

Carson noted that the Warner Village Water District has already asked for about half the Town’s ARPA funds, and Frost pointed out that the District’s request would be valid under the federal government’s guidelines.

Frost also reviewed several valid ways that the ARPA funds could be utilized for the Town functions, including work on the its website; improvements to lighting fixtures; a new water well (for the Water District); staff bonuses for 2022; and work on the Warner Community Center (WCC, which would include connecting to a new internet fiber system). The list would total approximately \$252,000, she said.

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The total of Warner's ARPA funds is slightly more than \$305,000.

Frost said she was concerned about nonprofit organizations being disappointed by how much money the Town has to grant after the Town projects are completed.

Chairman Bower said he'd want to be sure that the current WCC renters (including the Warner Connects Food Pantry) know that the Board supports their operations during any transition work in the building.

Frost said she's not been able to verify that Warner Connects is a 501-c3 nonprofit organization; that is necessary for it to receive ARPA funds. (Otherwise, the Town could purchase foodstuffs and then donate them to Warner Connects Food Pantry.)

Chairman Bower said the Kearsarge Area Food Hub (KAFH), which is based in Bradford, is a 501-c3, and it has a program that specifically serves the Warner Connects Food Pantry. There may be a way to make an ARPA contribution to the local pantry through the KAFH.

Frost said that, according to the materials she's read, the Town apparently would still have to set specific criteria for its ARPA grants and allow any local nonprofit to apply for them. Carson said he's not sure, because he understood that the Select Board has significant discretionary allowance to grant the fund to local organizations. He suggested that the Board establish a mix of organizations that have a short-term need, and others that might be seen as "long-term investments."

Chairman Bower suggested that the Board review with the ARPA grant paperwork at a future meeting. Ricciardelli said she would send the Board members a link to some videos explaining how the funds can be used.

She also agreed with Frost that sub-contracting out to nonprofit organizations for the work involved in the distribution of funds could be problematic. It creates a significant amount of paperwork and, in the end, the Town will be responsible if that's a problem, not the nonprofit, Ricciardelli said.

I. Roll Call/Attendance (Cont.)

Carson said that when the Board's election of its new chairman earlier, he forgot to raise the issue of assigning Board members to the various Town committees.

After a brief discussion, the Board made these decisions:

Frost will remain on the Parks & Recreation Board and the Budget Committee.

Carson will remain on the Planning Board and the Energy Committee. (The Community Power group is a subcommittee of the Energy Committee.)

Chairman Bower will continue with the Agricultural Commission, the Safety Committee and the Economic Advisory Committee (EDAC).

All three Board members are on the Emergency Management Committee.

Frost asked about the Road Committee, which was mentioned in a warrant article passed at this year's annual Town Meeting; the approved article requires that the Road Committee to review certain DPW projects before the Select Board can give its final approval.

DPW Director Tim Allen said the Road Committee is an advisory group, but he was not sure who's currently sitting on it. He said that he believes that it includes the Fire Chief, a Budget Committee member, a member of the Select Board, and perhaps a couple of private citizens.

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Frost volunteered to serve on the Road Committee.

The Zoning Board of Adjustment doesn't require a Select Board representative, so Bower may bow out of that this year.

Frost pointed out that there are some board/committee vacancies that are vacant and the Select Board has the responsibility of appointing.

Carson said that Administrative Assistant Judy Newman-Rogers typically sends out letters to those members whose terms are expiring, asking if they'd like to continue. Most will answer in the affirmative.

Town Administrator Ricciardelli said she would send out an email immediately to Newman-Rogers to remind her about the letters.

VII. New Business

a. Meeting with Concord Boys and Girls Club CEO Emond

Chairman Bower asked Selectman Carson to talk about the meeting he and EDAC Chairman Charlie Albano had recently with Christopher Emond, CEO of the Concord Boys & Girls Club. Selectman Carson said that Club is interested in using part of the WCC for a new childcare center if the Community Action Program of Belknap-Merrimack County's (CAP) Head Start program decides to end its local program. The Club could use the same space in the WCC. Emond would like to meet with the whole Board to talk about the possibility of getting a letter from the Town outlining its willingness to allow the Club to use the space if CAP decides not to continue to operate its local Head Start operation; the letter would allow the Club to begin looking for staff members. Previously, Edmond told the Board that finding staff would be the biggest challenge to the Club's tentative plan to being operating in the WCC in the Fall. The letter would not be a guarantee to the Club, just an indication of the Board's intentions if CAP closes its Head Start operation, Carson said. He reminded the Board that CAP is reviewing its local operations but will not have a firm decision about the local Head Start program until some time this summer. However, the group has indicated that it may terminate its local operation.

Carson suggested that the Board meet with Emond on Tuesday, April 5, in a Work Session to talk about the Club's letter proposal.

Frost said that Robin Belkner, who manages the local CAP Head Start program, has said that "it's highly unlikely" that CAP will continue the operation.

EDAC Chairman Albano said that the Emond has indicated that the Club would likely have to do very little to make the old Head Start space in the WCC operational for its childcare facility. The only issue would be signing legal paperwork, including a rental agreement; an initial monthly figure would be \$2,000. (The rent could go up as the number of children in the program increase; the group could start out with 17 children but could eventually go as high as 45, depending on a number of factors, including available space.)

Frost said that, while she understands that the Town has worked alongside resident Anthony Mento in the past, but it might be necessary to make sure that others in the architectural field have an opportunity to bid on any work in the WCC. Carson said that the Town can accept

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donated services, and Albano said that he understands that the work sketches Mento did regarding was done for about one-fifth the typical cost.

Albano said that putting together a RFP for the work could help the Town get a better idea of exactly what work should be done and what advantages may come out of the project.

Chairman Bower said he would be meeting with Albano tomorrow to review these ideas. In addition, the people at Warner Connects will be notified so that they understand how things are progressing. The Board wants to keep the momentum moving forward.

b. Town Energy Policy Review -

<https://warner.nh.us/tow/downloads/EnergyPolicy.pdf>

Carson said that every year, the Select Board has to review and approve the Energy Policy, so it should be reviewed and adopted tonight if possible. Overall, the policy states that the Town should take energy issues into consideration whenever it makes a buying decision, from light bulbs to fuels.

(The policy is posted on the Town website.)

Frost said that the individual department heads should especially be aware of this policy, since they are the people who would make these decisions on a daily basis. Carson agreed, and said that department heads are aware and are obligated to follow the policy.

After a brief discussion, Town Administrator Ricciardelli volunteered to read the policy aloud.

[INSERT POLIICY HERE]

Chairman Bower made a motion to reapprove the Town Energy Policy; Frost seconded. In a voice vote, the motion passed unanimously.

c. Sign Discussion for Businesses in Town

Selectman Carson said this issue refers to the two green signposts that are prominently displayed in the village area. Both have small, attached signs promoting (and pointing to) local businesses. The signposts are under the Select Board's authority but there's no written policy. "Then the questions are, are these signs useful? And, how does a business get on to one of them," Carson said. He suggested that the actual management of the signposts be pass onto the Kearsarge Area Chamber of Commerce, which could "sell" the signs as a fundraising procedure. (The Town would not make money on the signs.) The other Board members expressed support.

Carson suggested sending a message about the idea to resident Dan Watts, who serves as the Town's webmaster and is actively involved with the Chamber.

Chairman Bower said he would be speaking with Watt soon, and would discuss the idea with him at that time.

VIII. Administrator's Report

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- *Town Administrator Diane Ricciardelli said that she's planning to spend extra time in the coming weeks trying to make sure that the Accounts Payable are in order, as the Town begins transitioning to a new financial management system.*
- *Last year, the Board approved the installation of a plaque in front of a Main Street building commemorating the fact that Revolutionary War hero General Marquis de La Fayette (of France) had once been there. Rebecca Courser of the Warner Historical Society has the Board to attend its installation on Saturday, May 21. Frost said she would be out of Town that day; Bower and Carson asked Ricciardelli to tell Courser to move ahead with the unveiling.*
- *Tim Blagden has reported that he is prepared to move forward with the annual Fast & Furious 5K Road Race on Thursday, May 19; the event raises money that's used for the maintenance of the Concord-Lake Sunapee Rail Trail. He just wants to be sure that there is nothing he may have overlooked, Ricciardelli said. Chairman Bower and Frost said they have no objections.*
- *Ricciardelli said she's spoken with Police Chief Bill Chandler recently about a grant that will pay for either body or dashboard cameras. He's looking into quotes for both, but dealers have not been as prompt as he'd like responding.*
- *Ricciardelli said she recently met with representatives of Municipal Resources, Inc. (MRI) about the convergence of information into the Town's new bookkeeping system. She said the initial convergence should be done in about four weeks.*
- *Ricciardelli reported that she's been talking with resident Ginger Marsh at the local Sugar River Bank branch about the bank's policies regarding the new debit/credit card that the Board wants to make available to certain Town employees (e.g., department heads). (MRI also shared some of their policies, she added.) The best idea would be to set a limit of \$1,000 on each cards; if the holder needs more at a particular time, they can contact Town Hall.*
- *There was also discussion about the **OTHER ?? CARD**. The idea is that it would be attached to a checking account; any donations would be moved into the account, then into the Town's regular accounts.*
- *Ricciardelli said she is planning to meet tomorrow with Parks and Recreation Board President April Blood about the article approved at the annual Town Meeting regarding the purchase of new equipment for the skateboard park at Riverside Park. They will also discuss a grant that may help pay for the project; Ricciardelli said that she only learned recently about this grant program, as well as the success other New Hampshire town administrators have had with projects like the skateboard park.*
- *The Town will close on the sale of its old Main Street fire station on Friday. Carson will be there to sign any relevant paperwork. The Town will be selling the property to Main Street, LLC (dba Old Window Restorers) for \$175,000. At that time, the \$1,500 monthly rental agreement will end.*
- *Ricciardelli said she's still working with the Town attorney and the Town's insurance company (Primax) regarding rental agreements for Warner Connects and its Family Closet thrift shop in the WCC. "Then I'll figure out the amount of rent," she said; she would estimate the relevant square footage from the Mento sketches. Then, she'll contact the two organizations about their finances to establish a workable rental agreement.*

Carson strongly recommended that the Town see the financial paperwork of both organizations.

Frost asked if the Town has a similar rental agreement with the Gear-Up homeschooler group that uses space in the WCC. Carson said it was an agreement, but "different."

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The basic idea when the renters first moved in was simply to recover the cost of operating the WCC. Ricciardelli noted that the cost of heating fuel is going up, so that should be factored into the new rental agreements.

IX. Other Select Board Business

Frost asked about the status of the Construction Loan article that was approved at the annual Town Meeting. She noted that interest rates are rising and, with the general uncertainty in the overall global market, it would be prudent to move forward on getting the bond in place as soon as possible.

Ricciardelli said that the construction loan's rate is 2.7%. Carson explained that the loan bank has not yet announced its new rate, although it will likely go up, since the Federal interest rate is expected to rise; the loan bank is typically is a half-percent point higher than institutions like Sugar River Bank but the bond rate is not set until July. So, for the Town, the question becomes, should the Board go with the current construction loan rate at 3.27% at Sugar River Bank, or wait and hope for a better rate in July.

Carson said that longer-term bonding process doesn't begin until an application is submitted by April 19, and it then involves paperwork and the counsel of a bonding attorney.

Frost suggested that the Town simply check with some other banks to be sure that Sugar River Bank's rate is still favorable, and then move forward. Ricciardelli said she would put out a note to fellow town administrators to see if they have any ideas about better bank rates.

Frost also said she doesn't think the Board should wait until the Board's next scheduled meeting in two weeks to get this in process. Carson said the Board could have a special meeting to review the paperwork and get the loan in place when Ricciardelli has the information.

Frost asked if the Board has yet received an advance proposal for the engineering study at the Transfer Station. Ricciardelli said it has not come in.

Carson said she thought he had received an email regarding the proposal but he wasn't sure.

Carson reported that he had been contacted by resident Alice Chamberlain about serving on a Citizens Commission that can input regarding the Davisville Bridge Replacement. The request came from the NH Department of Transportation (DOT), and Chamberlain wanted to know if the Select Board would appoint her.

X. Non-Public Session - Under RSA 91-A:3ii (reputation)

At approximately 7:30 p.m., Carson made a motion to go into a nonpublic session under RSA 91-A:3ii (reputation). Bower seconded. ROLL CALL: Bower, yes; Carson, yes; Frost yes. Motion passed unanimously.

The Board came out of the nonpublic session at 8:09 p.m. Chairman Bower made a motion to seal the minute permanently; Frost seconded. ROLL CALL: Bower, yes; Carson, yes; Frost yes. Motion passed unanimously.

Chairman Bow left the meeting at 8:11 p.m.

XI. Consent Agenda

[INSERT CONSERNT AGENDA]

Frost made a motion...; Carson seconded. In a voice vote, the motion was unanimously approved.

This recording cut off at 1:40.