



TOWN OF WARNER

PO Box 265
Warner, New Hampshire 03278-0265
Telephone: (603) 456-2298 Fax: (603) 456-2297
warnernh.gov

Select Board
Sam Bower, Chairman
[Christine Frost
selectboard@warnernh.gov](mailto:selectboard@warnernh.gov)
Diane Ricciardelli,
Town Administrator
administrator@warnernh.gov

Select Board Meeting Minutes – UNAPPROVED

Thursday, May 12, 2022, 6:30 p.m.
Town Hall- Lower Meeting Room

I. 6:30 pm Open the Meeting/Roll Call

Chair Sam Bower opened the meeting at 6:38 p.m. and recognized the presence of fellow members Clyde Carson and Christine Frost.

Also present: Ray Martin, Administrator of the Warner Village Water District; Town Administrator Diane Ricciardelli; Select Board Administrative Assistant Judith Newman-Rogers; and Recording Secretary Ray Carbone.

II. Town Department Requests for American Rescue Plan Act (ARPA) Funds

Chair Bower said the purpose of this work session was to allow department heads make requests for specific projects that could be funded using the federal ARPA monies.

i. Warner Village Water District.

Department representative attending is Ray Martin, administrator of the Warner Village Water District. Bower invited Martin to outline his proposal.

Martin said that the Water District could use some financial help regarding its repair/cleaning of its Well #1. He said the well, located by the Warner River (off Chemical Drive), was the first one developed by the District and has needed some servicing in the last year.

There are currently 211 hookups in the village that the District provides with both water and sewer service, Martin said. That figure includes close to 1,000 residents and all village businesses. In addition, the District also provides water and sewer service to businesses in the Intervale commercial district off Rte. 103, by Interstate 89's exit 9. Martin said the commercial district represents approximately \$9.6 million of taxable properties.

Martin said the District's annual budget this year included \$75,000 for refurbishing Well #1. The Commissioners later gathered more information about the project, so he's now asking the Board to consider providing approximately \$45,000-\$50,000 of the APRA funds to pay for the work. (The figure represents roughly 10% of the District's overall annual budget, and the budgeted moneys could then be used for other District projects.)

Chair Bower noted the purpose of this meeting was simply to gather information and the Board is not planning to make any funding decisions tonight. He thanked Martin for coming and said the Board would keep his request “at the top of the list.”

Bower also noted that the Town has some time to decide how to spend the money, since its first allocation of ARPA funds has already come in and a second round of funds is expected to come in later this year.

ii. Department of Public Works (DPW)

Town Administrator Diane Ricciardelli said that DPW Director Tim Allen was unable to attend tonight’s meeting but he asked her to present information about the tractor that his department would like to purchase. (The tractor would be used to plow sidewalks during the winter and in summer, DPW staff would mow the Parks & Recreation Department’s lawns at Riverside Park.)

Ricciardelli said Allen received three bids on the tractor purchase: \$29,000; \$32,000; and \$35,000. Allen recommends the second bid, which would be reduced by \$2,000 for a trade-in. So the total price would be \$30,000.

iii. ARPA Review

Christine Frost asked the other Board members if they wanted to review the current ARPA requests for spending plans. They agreed.

Frost reported:

TOTAL ARPA RECEIVED AS TO DATE - \$152,000

FUNDS COMMITTED:

- Church Street storm water overflow drainage
- OWL system recording/transmission system
- \$10,000 Approximately, for redesign of Town website
- Aerator for Silver Lake (Parks & Recreation Department)
- \$120 CPR Training
- \$30,000 Tractor/Mower (DPW purchase, mentioned above)
- \$36,000 Updating Town’s Accounting System
- \$20,000 Continued support from Municipal Resources, Inc. (MRI) for updating the Town’s financial system

The Town is also expecting another \$152,000 for the second half of its ARPA funds, for a total of approximately \$305,000.

Frost noted several other items that the Board has considered in recent months:

- \$13,000 Energy-efficiency measures
- \$45,000 Warner Water District Well #1 service
- \$70,000 Refurbish/renovation work on Warner Community Center (WCC)
- \$7,500 “Programming” work for WCC (i.e., Anthony Mento’s proposal)
- \$20,000 Updating florescent and other electrical issues in WCC
- \$15,000 Rekeying Town buildings (Fire, Police, WCC)

- \$15,000 Improvements to Town buildings proposed by NH Department of Labor (signage, lights, HC ramps, etc)
- “Fiber” connections in WCC (TDS brought connection to building, but internal connections need to be made)
- \$10,000 United Church of Warner’s request for various wifi sites around Town, could be used by all residents

Frost suggested this last item was the only one that she thought might be a considered deletion, partly because it’s the only one that’s not Town-owned or managed. At previous meetings, the Board discussed how using ARPA funds for non-Town projects would create significant paperwork challenges for the staff.

“These are all sensible things,” Frost said, although the Board continues to work on the proposals. “There’s no fluff in here.”

Chair Bower suggested that when the Board reconvenes in two weeks, it could start prioritizing some of the projects, projects related to the WCC might be a good place to start.

Board Administrative Assistant Judith Newman-Rogers asked the Board if they wanted the Town staff to begin getting more accurate estimates on the more likely projects, i.e., those related to life safety issues, keying system, etc. The Board agreed. Martin said he would try to get a bill that would give the Board a more accurate figure for the Water District project.

Town Administrator Ricciardelli said she would reach out to other Town administrators to see if there’s any insight about when the remaining ARPA funds will arrive. She will also reach out to the NH Municipal Association.

III. Select Board Other Business

Chair Bower asked Select Board Member Carson how long he had served on the Select Board. Carson said it was approaching 14 years.

Bower, Frost, Ricciardelli and Newman-Rogers thanked Carson for his service to the Town, and his help and support over the years and are looking forward to working with him in his new position as the Town’s New Finance Director.

IV. Adjourn

Without objection, Chair Bower adjourned the meeting at 7:35 p.m.