



TOWN OF WARNER

PO Box 265 5 E Main St
Warner, New Hampshire 03278-0265
Telephone: (603) 456-2298 Fax: (603) 456-2297
warnernh.gov

Select Board
Sam Bower, Chair
Christine Frost
Lois Shea
selectboard@warnernh.gov
Town Administrator
Diane Ricciardelli
administrator@warnernh.gov

Select Board Work Session DRAFT Minutes

Monday, 5:30 pm November 9, 2022
Lower Meeting Room Warner Town Hall 5 E Main St

I. Open the Meeting/Roll Call

Chair Sam Bower opened the meeting at 5:31 p.m. and recognized the presence of Board members Christine Frost and Lois Shea.

Also present: Martha Bodnarik; James Gaffney; Andy Bodnarik; Susan Brown; Michael Brown; Tim Blagden; John Leavitt; James Brown; Ken Milender; Eric Cincotta; Select Board Administrative Assistant Judith Newman-Rogers; Town Administrator Diane Ricciardelli; and Recording Secretary Ray Carbone.

II. Old Business

a. Continued Discussion of a safe pedestrian travel way between the Intervale Commercial area (Exit 9 area) and Warner Downtown.

Chair Bower began by saying at the March 2022 Town Meeting voters never got to consider the original "pedestrian travel way project" article since it was amended immediately from the floor - before the Board could make its presentation. He reminded the Board that the 2022 Warrant had 2 articles to fund road repair work: if the original Warrant Article for a loan failed, a second article asked voters to fund The Road Construction Capital Reserve Fund (CRF). Chair Bower offered doing something similar for the "pedestrian travel way project".

Chair Bower suggested presenting an article to create and appropriate funds for a new Transportation Alternative Program (TAP) Matching Grant Capital Reserve Fund to fund design/engineering work related to the project. If it fails, he said, there would be a second article asking to fund \$5,000 towards a study committee. If the Town approved the first article, the engineering/design work would resolve "questions that a (study) committee would be tasked to answer," he continued.

Martha Bodnarik said when the Town Meeting voters rejected amending the original TAP Warrant Article in March 2022, they were "choosing to kill the idea." She said Chair Bower's suggestion was "looking at it from some very strange angle."

Select Person Frost said she could not imagine any warrant article submitted by the Board and related to this project not perceived "negatively" by Town Meeting voters.

Select Person Frost suggested putting together a Study Committee now (which she'd be willing to chair) and having the group look at relevant issues; it could then come back to the Select Board with some recommendations:

Examples:

- the \$20,000 the Town has previously set aside for this project;
- whether the TAP grant proposal should be either eliminated or tabled;
- identify various items (e.g., a collaboration with the Concord-Lake Sunapee Rail Trail project; alterations to stone walls;
- issues regarding utility poles, etc.
- delineate specific definitions, e.g., what is a "sidewalk" vs. a "multiuse trail," etc. ("So that everyone knows what they're talking about," Frost said.).
- ask DPW Director Tim Allen to come to the Select Board with a plan for the maintenance of all the sidewalks in Town and address other issues as they arise.
- bring recommendations to the Select Board in time for it to consider before the upcoming annual Town Meeting in March 2023.

Committee members:

- four property owners along the original proposed travel way on Rte. 103/W. Main Street (as outlined in the TAP grant application
- four other Town residents

Chair Bower asked Select Person Frost if she was suggesting the Study Committee be initiated at this meeting. "Yes, immediately," she said.

James Gaffney said that if, as stated, the Select Board has held two previous public hearings on this project, he was unable to find any evidence that they were properly noticed.

Board Administrative Assistant Judith Newman-Rogers said that the meetings were properly noticed and volunteered to show Gaffney how that that occurred.

Gaffney said it would be helpful if the Select Board established its own policy to ensure that anyone interested in its activities can easily find information on the Town website.

Chair Bower said the Board has been discussing this issue as it relates to communications and transparency and will continue to address it.

Returning to Frost's suggestion, Chair asked if the Board wanted to move forward or have a Study Committee look into the issues related to connecting the downtown village area with the Interval area. He pointed out again that the original 2022 Warrant Article was never voted on and the amended article only passed by four votes. "It was a very split room," he said.

"I'm against putting it off," Select Person Frost said of the Study Committee idea.

Chair Bower said forming a Study Committee would require outlining specific goals, choosing members, etc., in addition to possibly drafting a new Warrant Article based on the group's recommendations. He added that committee members will be asked to do some "homework" to meet the group's ambitious goals and deadlines. He said it would be a tough schedule, but he would be willing to support the project.

Select Person Shea thanked Frost for volunteering to oversee the Study Committee. She proposed the issue be on the Board's Monday, Nov. 14, meeting at 6 p.m. Frost said she would work on a draft for Study Committee's membership, goals, etc.

Tim Blagden recommended the Study Committee consider having a member who is a Local Public Agency (LPA) certified planning engineer, or someone familiar with related issues that might arise during its work. Town Administrator Diane Ricciardelli said she is LPA certified and noted there are others in Town who possess the designation.

Andy Bodnarik suggested the Select Board reach out to the Planning Board for assistance.

James Brown said it would be important for the Board to carefully choose committee members.

An audience member said she is a relative newcomer to Warner but wondered if the Town has made any other efforts to improve pedestrian safety along this section of Rte. 103.

Select Person Frost said Rte. 103 is a state highway so the Town cannot undertake something like building a sidewalk on its own. This issue is now before the Select Board because the TAP grant is administered by the State's Department of Transportation (NH DOT), so its approval is part of the funding.

Chair Bower said since the Town has chosen to create zoning ordinances aimed at fostering commercial development in the Interval district, it's incumbent upon the Town to provide safety along the route connecting that zone with the village downtown.

Ken Milendar asked if documentation related to the Study Committee's work would will be available for the public to review. Chair Bower said that would be part of the process.

At 6:19 p.m., Chair Bower closed this portion of the meeting.

b. Continue 10/31/22 Select Board Discussion – 2023 Employee Benefits

Administrator Ricciardelli provided a brief review of the 2023 health insurance plans for employees so the Board could consider whether to offer a third health plan option and whether to include dental coverage. Ricciardelli noted she added a third plan to the Board's consideration list today, as the members requested.

Ricciardelli noted that, while she's offering these ideas, she's also putting together the Town's 2023 operating budget. There are still three major budgets for the Board to consider including the Department of Public Works, the Transfer Station and the Board of Selectmen. The costs of processing meetings this year has already exceeded by \$10,000 what was budgeted; each meeting costs roughly \$100-\$150.

Board Administrator Judith Newman-Rogers told the Select Board she's put together a checklist for how to process meetings with the idea that boards and committees could be responsible for processing a meeting as was done in earlier years.

After a brief discussion, Select Person Frost suggested the Board keep contribution costs as they are currently, i.e., a 90/10 split Town (paying 90%) and employees contributing 10%.

Ricciardelli agreed that offering too many options is not advisable.

Select Person Frost said contributing 10% of the plan allows employees to understand they are contributing to the financial stability of the Town. A 100% plan tends to dull that understanding.

Select Person Frost said employees should be able to “buy-out” if they have insurance from another source. (Currently, all employees are required to be insured by the Town unless they submit a valid opt-out request.)

Chair Bower said the Board should keep the wellbeing of the Town employees as its top priority when reviewing these options.

Select Person Frost said the plans the Town currently offers does allow an employee to get a higher degree of coverage, but the employee must pay the cost difference between the basic Town-funded program and the more expensive, higher coverage option.

Administrator Ricciardelli said the Board could decide at this meeting whether to include dental coverage and the FSA (flexible spending account). For budgeting purposes adding both items will increase the bottom line approximately \$20,000.

After additional discussion, the Board realized it would need more time to consider these issues and it needed to adjourn soon to allow the Zoning Board of Adjustment to use the room/zoom. The issue was added to the next regular meeting agenda on Nov. 22.

Select Person Shea said the Board needs to make time to hear regular reports and approve meeting minutes.

At just before 7:00 pm, the Select Board moved from the Lower Meeting Room to the Town Administrator’s Office to continue their meeting.

III. Non-Public Session

a. Motion by Selectperson: Bower to go into Non-public Session under:
RSA 91-A:3 II (b) - hiring a public employee

1. Second by Selectperson: Frost

2. Vote by roll call: Bower: Yes Frost: Yes Shea: Yes

3. Motion: PASSED

b. Enter Non-public session: Time: 7:15 pm

i. Members reviewed an application submitted by Christopher Lopez for the vacant Health Officer position. Discussion followed that resulted in agreement by members that Mr. Lopez was a good applicant.

c. Motion by Selectperson: Bower to return to public session

1. Second by Selectperson: Frost

2. Vote by roll call: Bower: Yes Frost: Yes Shea: Yes

3. Motion: PASSED

d. Return to Public session: Time: 7:30 pm

e. Motion by Selectperson Bower on minutes: AVAILABLE

1. Second by Selectperson: Frost

2. Vote by roll call: Bower: Yes Frost: Yes Shea: Yes

3. Motion on Minutes: PASSED

Motion by Chair Bower to appoint Christopher Lopez to fill the vacant position of Warner Health Officer. Second by Selectperson Shea. Voice Vote. All in Favor. Motion Passed

III. Consent Agenda

Motion by Chair Bower to approve the following, as signed by the Select Board:

1. Building Permits:

Map 15 Lot 053-03	Couchtown Road
Map 10 Lot 078	Runel Loop
Map 03 Lot 004	Iron Kettle Road
Map 13 Lot 018-03-1	Willaby Colby Lane
Map 07 Lot 025	Farrell Loop
Map 34 Lot 012	W Main Street
2. Notice of Intent to Cut Wood or Timber:
 - a. Map 21 Lot 004 Gore Road 7.5 acreage to cut
3. New Waterloo Cemetery Lot purchased.
4. Payroll Record Change for new hire, Highway Department Laborer, Grade 6
5. Request to the Trustees of Trust Funds for:
 - a. \$454.25 from the Transfer Station Facility Capital Reserve Fund for payment to CMA Engineers.
 - b. \$10,220.00 from the Record Preservation Capital Reserve Fund for payment to Kofile for the preservation of 6 books of Town records.

Second by Selectperson Shea. Voice Vote. All in Favor. Motion Passed

IV. Manifest

Motion by Chair Bower to authorize the Select Board to approve manifests and order the Treasurer to sign:

- Accounts Payable check numbers 6469 through 6524, dated 10/19/22, in the amount of \$654,308.89, which includes the monthly payment to the KRSD for \$450,000.
- Accounts Payable check numbers 6367 (void) and quarterly payroll check deposit 6468, dated 10/20/2022, in the amount of \$18,521.17.
- Payroll paper check numbers 3092 through 3113 and direct deposit check numbers E00449 through E00451, dated 10/21/2022, with a net check and direct deposits totaling \$18,521.17.
- Accounts Payable check numbers 6525 through 6529, dated 11/2/22, in the amount of \$68,067.19, which includes a payroll deposit of \$51,879.45.
- Payroll paper check numbers 3114 through 3126 and direct deposit check numbers E0042 through E00478, dated 11/3/2022, with a net check and direct deposits totaling \$51,879.45.

Second by Selectperson Shea. Voice Vote. All in Favor. Motion Passed

IV. Adroun

Meeting adjourned at 7:40 pm.