



TOWN OF WARNER

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Selectboard Meeting DRAFT Minutes November 7, 2023

1. Open the Meeting & Roll Call

Chair Seidel opened the meeting at 5 pm.

Present: Harry Seidel (Chair), Faith Minton, Allan Brown, Georgia Flanders, and Butch Burbank, interim Town Administrator **Others Present:** Clyde Carson (Finance Officer), Tim Allen (Public Works Director)

2. Appointments

A. Tim Allen – Public Works Department Budget Presentation

Tim went through his budget, line by line:

Department Head and Full-Time Labor: last year's salary plus 5% increase.

Overtime: added to compensate for anticipated storms. The last year's \$45,000 from overtime will be paid from the ARPA funds the Town has remaining.

Part-Time Labor: 1,470 hours of overtime spread out over three people at \$20/hour.

Hydrant Maintenance: \$2,500 for one hydrant and \$500 for miscellaneous parts.

Outside Professional Services: \$7,500 this year- same as last year. They have to submit an alteration of terrain permit this year.

Paving: same as last year, \$200,000. It isn't enough but keeps them somewhat on track.

Outside Contracts Snow Removal: \$1,750 for plowing Warner Road and Cross Road by the Town of Henniker.

Outside Rental: increased \$5,000, are going ahead with the box culvert project on Red Chimney Rd, also has other projects that need a rented excavator.

Bridge Maintenance: \$2,000, covers random parts for repairs over the year.

Mileage: \$350, decreased this year due to adding a budget line to the Parks and Rec budget and removing P&R mileage from Highway's Mileage line.

Highway Line Striping: \$7,000, hope new material used this year will last longer and won't require striping every year.

Gravel: increased \$20,000, would like to amend the alteration of terrain permit so they can blast what is in the gravel pit, 30,000-35,000 yards uncovered now. It is valuable material for their process. He has talked with two different companies that advise spending the money and doing the paperwork and getting the blasting done as soon as possible.

Telephone: same at \$1,200.

Outside Repairs: decreased \$5,000, current employee, Joel Mulcahey, has saved the Town almost \$11,000 in the last three weeks on repairs, has done a great job replacing springs, a kingpin, and other things. Tim would like to take care of Joel so he will stay, he has decreased the Town's cost for outside repairs.

Electricity: same

Heat: same

Silver Lake Dam: \$400 state permit fee, \$200 for miscellaneous parts that will be needed to do the work.

Grader Lease: zero, lease payments have ended, grader belongs to the Town, plan had been that at the end of 7-year lease he wanted to get the maximum equity from it, now he would like to roll the grader over into another lease, but wanted to discuss this with the Board first. The grader is worth \$160,000, that can be applied towards the cost of another machine. If they leased a new, larger machine and applied the \$160,000 towards it, they would be paying \$30,000 less than they paid for the current grader that they leased 7 years ago.

Tim said the benefit of rolling over the grader into a new one is that there is a warranty. They are able to do maintenance on the grader, but with all the electronics requiring equipment and software to figure out what's wrong with the machine, it gets costly for unexpected maintenance and the expenses can ruin a budget but in a 7-year lease, the maintenance is included.

Butch said that keeping the older piece of equipment without a warranty is a gamble. Chair Seidel was leaning towards going into a new lease as he saw it as damage control.

Gas and Diesel: same.

Fire Intrusion Alarm: same.

Parts: same.

Guardrail: cost estimate for four guardrail repairs, \$17,000, instead, they will buy the parts, do the repairs themselves and will keep the line at \$1,000.

Calcium Chloride: 2/3 of a tank left, reduced the line from \$6,000 to \$4,500.

Culverts: \$7,000.

New Equipment: this is for shop items: tools, floor jacks, jack stands, wrenches, etc. It would be nice to have more than \$5,000 but he can live with it.

Signs: 310 street signs in town, trying to keep up with the ones that are needed most.

Meetings and Seminars: hasn't spent much this year as there wasn't time.

Safety Program: boots and whatever safety meetings they may hold.

Sand: reduced to \$2,500, found a good vein of sand in the gravel pit, should sustain them for a year or two.

Salt: same at about \$69/ton.

Chair Seidel asked why the phone went up so much. Tim said the new internet phone system is cheaper but they had to install equipment into the office for internet service, this caused an increase in the cost and he hopes that will level out.

B. Tim Blagdon - Exit 9 Project, Concord/Lake Sunapee Rail Trail

It was reported that there was an initial scoping meeting at the end of May, an agreement was signed between the Department of Transportation (DOT) and the Selectmen, it was returned, fully executed Oct. 27th, funds must be used by September 30 of 2026 for 2,000' of trail, many checks and balances, Clyde Carson was voted the person responsible from the Town, letters sent to companies that could manage this type of project, companies were suggested by DOT, responses came back from 6 companies that wish to bid on the work, companies do not provide a cost just their qualifications.

Tim said the committee will meet on November 13th to go through the responses. DOT said the Town is allowed to interview the firms and can send a list of questions. He was glad Tim Allen and Allan Brown would be involved in the decision-making on which firm to use, as they have good experience with this kind of thing.

C. Clyde Carson – Community Power Central New Hampshire (CPCNH)

The agreement had been sent to the Selectboard to review, there was a brief discussion.

Chair Harry Seidel made the Motion: That the Selectboard hereby approves CPCNH's Data Security and Privacy, Energy Portfolio Risk Management, Rates, and Financial Reserves Policies and authorizes the Selectboard Chair to enter into the Member Services Contract for the Complete Service Bundle with the Community Power Coalition of New Hampshire (CPCNH) with Clyde Carson as the Authorized Officer and with elections in Exhibit C Article VIII Section 2 of the Agreement being a) "YES", b) "NO", and c) "NO" Voice vote. All in Favor. Motion Passed.

Old Business

Chair Seidel read from an email about an expert being engaged for the Town and the State for utility issues. The letter included attorneys who have been used by the Town for the past six years. Butch suggested continuing with those individuals unless someone had a reason not to. There was no action to take unless the Board decided they did not want to continue with these experts. The Board agreed to take no action and make no changes.

Planning Board Report

Chair Seidel said that he attended a Capital Improvement Plan (CIP) meeting with the Planning Board. He told the Planning Board the Selectmen would meet in early January to discuss the big-ticket items, he suggested to the Planning Board that the decisions to purchase these items were for the citizens to make, the Transfer Station had not prepared a submission for the CIP, there was discussion about past studies of the transfer station and past CIP requests that were not approved, it was noted there were safety and traffic issues at the transfer station that to remedy were expensive, the transfer station is a critical service for the town Foreman Varrick Proper has simple ideas of how to improve things and cut down on traffic congestion, the plan looks more reasonably priced than the options provided by the engineers who studied the station.

New Business

Faith said there is a festival of trees event in the works for the holidays.

Chair Seidel noted that Judy was back, which would be helpful to the office.

Public Comment

1. Someone asked where the Town was on sprinkling the Town Hall building. Allan said the lines are full of water. Butch said people were in the building recently looking at the dry system in the attic. The building is alarmed and the system is full of water.
2. Chair Seidel asked about the fire suppression in the Warner Community Center. Butch said some of the work is being done but he wasn't sure what has been completed. He wasn't sure about the doors.
3. It was asked why the meeting that evening was at 5pm as it makes it difficult to attend for people who work. It was noted that they met as a work session at 5 and the regular meeting started at 6:30pm. There was also a 3pm meeting scheduled for Thursday. Butch said the one on Thursday was made up of volunteers and an architect that could only make it at 3pm. He said it would be recorded and available on Zoom.

Manifest Motion:

Motion for the Select Board to approve the following previously signed manifests:

- Accounts Payable check numbers 7720 through 7721, dated 10/31/2023, in the amount of \$51,923.28 for the November 2nd bi-weekly payroll and federal tax deposits.
- Bi-weekly payroll checks numbers 3501 through 3509 and direct deposit check numbers E01188 through E01216 dated 11/2/2023 for a net payroll of \$40,061.42.
- Accounts Payable check numbers 7722 through 7739, dated 11/1/2023, in the amount of \$585,686.68, which includes a payment to the Kearsarge Regional School District of \$550,000.

At 6:57pm a motion was made to enter non-public session.

It was moved by Harry Seidel and seconded by Faith Minton to go into non-public session pursuant to RSA 91a:32c for a personnel matter. The motion was approved unanimously.

Respectfully submitted,

Kristy Heath, Recording Secretary
Town of Warner
Edits, Judith Newman-Rogers,
Selectboard Admin Asst