



TOWN OF WARNER

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Select Board: Harry Seidel, Chair
Faith Minton
Michael Smith
Kathleen Frenette, Town Administrator
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Selectboard Meeting Draft Minutes Tuesday, May 28, 2024

5:00 pm, Lower Meeting Room, Warner Town Hall, 5 E Main St

Open the Meeting and Roll Call

5:00 pm - Chair Seidel opened the meeting

Present: Harry Seidel (chair), Faith Minton, Michael Smith

Also Present: Kathy Frenette (Town Administrator), Judy Newman-Rogers (Selectboard Administrative Assistant), Ashley Place, Noah Courser-Kellerman, Jacqueline Germain, Ken Cogswell, Bret Ingold, Nancy Martin, David Carle, Barbara Marty, Steve Bridgewater, Seth Porter

Minutes

4/30/24

Faith Minton made the motion and seconded by Michael Smith to accept the April 30, 2024 minutes as written.

Motion passes unanimously.

5/7/24

Faith Minton made the motion and seconded by Michael Smith to amend the May 7, 2024 minutes (approved at the 5/14/24 meeting) to include the minutes of the 5/7/24 non-public session.

Motion passes unanimously.

5/14/24

Faith Minton made the motion and seconded by Michael Smith to accept the May 14, 2024 minutes with revisions.

Motion passes unanimously.

Select Board Business

Volunteer Interest Forms Received Boards and Committees, Interviews and Appointments

Agricultural Commission:

Ashley Place spoke about her passion for the Town of Warner and her desire to be the voice for the younger generation of farmers.

Faith Minton made a motion and seconded by Michael Smith to appoint Ashley Place to the Agricultural Commission for a term to expire in 2025. Motion passes unanimously.

Noah Courser Kellerman spoke about his 15 years of experience in farming. He is excited to be a part of the Agricultural Commission.

Faith Minton made a motion and seconded by Michael Smith to appoint Noah Courser Kellerman for term to expire in 2027. Motion passed unanimously.

Conservation Commission

Jackie Germain spoke about her past experience and her enjoyment in the work on the Conservation Commission.

Faith Minton made a motion and seconded by Michael Smith to re-appoint Jackie Germain as an alternate member of the Conservation Commission for a term to expire in 2027. Motion passed unanimously.

1 Ken Cogswell spoke about his past experience on the Conservation Commission.

2 **Faith Minton made a motion and seconded by Michael Smith to re-appoint Ken Cogswell to the Conservation**
3 **Commission for a term to expire in 2027. Motion passed unanimously.**

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6 **Mink Hills Stewardship Committee:**

7 Bret Ingold, Sarah Allen and Nancy Martin each spoke about their interest in being on the newly formed Mink Hills
8 Stewardship Committee. Bret lives in the Mink Hills, Sarah wishes to continue what the Mink Hills Recreation Study
9 Committee started and Nancy said she would be on the committee but would like others to step forward.

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11 **Faith Minton made a motion and seconded by Michael Smith to appoint Brett Ingold to the newly formed Mink**
12 **Hill Stewardship Committee for a 3-year term to expire in 2027. Motion passed unanimously.**

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14 **Faith Minton made a motion and seconded by Michael Smith to appoint Sarah Allen to the newly formed Mink**
15 **Hill Stewardship Committee for a 3-year term to expire in 2027. Motion passed unanimously.**

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17 **Faith Minton made a motion and seconded by Michael Smith to appoint Nancy Martin to the newly formed Mink**
18 **Hill Stewardship Committee for a 3-year term to expire in 2027. Motion passed unanimously.**

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21 **Friends of the Concord Lake Sunapee Rail Trail**

22 Tim Blagden, Friends of the Concord Lake Sunapee Rail Trail (FCLSRT), requested a public hearing be held in two
23 weeks on June 11, 2024, to accept and expend FCLSRT funds to pay for work that has been done at exit 9.

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26 **Exemptions and Credits, Review**

27 The Select Board heard from David Carle and Elizabeth Labbe regarding research into possible changes for Exemption
28 and Credits. David Carle asked the Select Board to form a committee to review the elderly property tax exemptions for a
29 possible warrant article at the 2025 Town Meeting; the elderly exemption amounts have not been updated since 2006; he
30 suggested the town should review the exemptions every 5 years and make updates if necessary; he spoke about the
31 increase in home values since the last exemption update and said the average elderly household income has not increased
32 at the same pace; the need to keep taxes affordable for the elderly. Michael Smith said he supports revisiting the
33 exemption amounts and asked if David Carle would be willing to serve on the committee. David Carle indicated he
34 would. Harry Seidel said he also supports the idea and the importance of reviewing the exemption program. He spoke
35 about the problem of shifting the tax burden.

36
37 **Faith Minton made a motion and seconded by Harry Seidel to form a review committee to study the elderly**
38 **exemption program and to appoint David Carle and Elizabeth Labbe as members. Motion passed unanimously.**

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40 David Carle also informed the Select Board that the Town assessing company, Avitar, has been out reviewing properties
41 and the Board should review their findings.

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44 **Heavy Hauling Bond Requirement Clarification via video conference.**

45 Tim Allen Public Works Director via video conference asked the Select Board for clarification on the Heavy Haul
46 ordinance as it relates to class six roads and class five seasonal roads. Tim Allen explained that the ordinance requires
47 anyone hauling anything over those roads weighing more than six tons requires a heavy haul permit and a performance
48 bond to cover any damage. He said there is a class six road policy that states if the landowner signs the heavy haul permit,
49 a bond is not required. Audio problems occurred and the Select Board decided to resume the conversation with Tim could
50 rejoin.

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52 **Scheduled Public Hearings will be held at 6:00 pm**

53 **Public Hearing**

54 **Collins Family Land Donation, North Village Road, Map 09 Lot 028**

55 **Open the public hearing by Chair Seidel at 6:00 pm**

1 This is the second public hearing on the Collins Land Donation, Map 09 Lot 028, North Village Road, property is being
2 asked to be added to the Chandler Reservation. All abutters were notified. The Select Board would like to hear public
3 input regarding the Town's acceptance of this donation.
4

5 **Open the public comment** by Chair Seidel

6 Barb Marty spoke in favor of this generous donation.

7 Nancy Martin spoke about the historical value of the land being the home of the first black person in the Town. She spoke
8 about a news article in the Concord Monitor relating to the history of the person who lived on the land.
9

10 **Close the public comment** by Chair Seidel

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12 **Board action**

13 Harry Seidel stated a final decision would be made at the June 11th Select Board meeting. (Per RSA, no decision until 7-10
14 days after the second public hearing)
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17 **Public Hearing**

18 **Preservation Easement Application Renewal, Bridgewater, Map 15 Lot 9, Pumpkin Hill Rd.**

19 **Open the public hearing** by Chair Seidel

20 The Select Board would like to hear public input.
21

22 **Open the public comment** by Chair Seidel

23 Nancy Martin asked the owners for information on their preservation efforts. Owners Barbara Marty and Steve
24 Bridgewater reviewed their preservation efforts (pictures). Faith Minton encouraged anyone interested in seeing the
25 preservation efforts to contact the owners. Harry Seidel reviewed the memo from Loren Martin from Avitar that outlines
26 the need to correct the square footage and the need for a map to be submitted. (Barb Marty would do that) Faith Minton
27 recommended the Board grant 50% based on the first preservation easement. Steve Bridgewater stated that without the
28 preservation easement and other grants he has received, it would be difficult to maintain the property and he could not
29 afford to do the work to preserve the barn. Harry Seidel spoke of his support for preserving the barn and his concern
30 about shifting the tax burden when granting barn easements.
31

32 **Close the public comment** by Chair Seidel

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34 **Board action**

35 The Board held a discussion.
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37 **Faith Minton made a motion and seconded by Michael Smith to grant the easement at 50% of the value of the**
38 **barn. Motion passed unanimously.**
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41 **Public Hearing**

42 **Preservation Easement Application, Porter, Map 16 Lot 20-1, 53 W Roby District Rd**

43 Chair Seidel spoke about the need to correct the square footage and the need for the applicant to submit a more detailed
44 map. The Select Board would like public input.
45

46 **Open the public hearing** by Chair Seidel

47 The Select Board discussed the percentage of the easement. Faith Minton recommended 50% and Michael Smith
48 recommended 25%. Michael Smith asked for clarification on the preservation efforts that the owner has planned. Seth
49 Porter explained he has replaced a portion of the roof; plans to reroof the remaining; there are foundation issues that must
50 be resolved; the need to hire a professional to remedy the foundation issues; other cosmetic projects. Harry Seidel stated
51 that he would support the 25% as recommended.

52 Faith Minton would like to visit the barn to assess the needs. Michael Smith would like to see a plan of the preservation
53 efforts that will be done. Seth Porter advised the Select Board that if 50% was granted he would be better situated to
54 undertake more projects. Faith Minton suggested that the Historical Society be involved in assessing the needs of the
55 structure. The Select Board agreed to visit the barn and continue the discussion at the next Select Board meeting on June
56 11, 2024.

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2 **Close the public comment by Chair Seidel**

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4 **Board action**

5 To continue discussion at the Tuesday, June 11, 2024, 5 pm Selectboard Meeting.

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8 **Heavy Hauling discussions resumed**

9 The Select Board resumed the conversation regarding the Heavy Hauling Bond. Elizabeth Labbe, Assessing Clerk, confirmed she had DPW Allen's permission, spoke on behalf of Tim Allen. She asked the Select Board for clarification on whether or not a bond is required from a landowner. Both Michael Smith and Harry Seidel affirmed that a bond is required.

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14 **Harry Seidel made a motion seconded by Michael Smith that section one of the ordinance regulating heavy hauling over town highways requiring a performance bond is to be followed. Motion passed unanimously.**

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18 **Draft Building Permit Application Review**

19 The Select Board reviewed the draft building permit application and made the following edits.

- 20 -Page 1 bullet #2 remove dimensions insert lines
- 21 -Page 1 bullet #2 remove as required add if applicable
- 22 -Page 1 bullet #5 remove set back distances
- 23 -Page 4 add a period after footage
- 24 -Page 4 bottom of page underlining correction
- 25 -Page 5 possible consideration of adding language regarding the flood plain
- 26 -Page 6 line 16 in the table remove the property leaving geothermal
- 27 -Page 6 line 17 in the table remove on after detached building
- 28 -Page 6 line 18 in the table insert a comma after systems
- 29 -Page 6 line 18 in the table remove or after site
- 30 -Page 7 line 2 remove Off after initial
- 31 -Page 10 line 8 remove The before sensitive
- 32 -Page 10 line 8 insert and after features
- 33 -Page 10 line 10 remove plus insert or
- 34 -Page 10 line 11 remove the comma after boundary insert a period (.) after plan
- 35 -Page 10 line 12 remove provided that -- line should start This requirement
- 36 -Page 10 line 12 consider a rewrite of sentence
- 37 -Page 11 question 8 remove bum insert burn
- 38 -Page 12 correct bold type inconsistencies

39
40 The Select Board will provide staff with the changes from this review.

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43 **Public Comment**

44 Harry Seidel opened the meeting to public comment

45 An audience member inquired as to the number of recipients receiving an elderly exemption.

46 Edgar Lennon, an audience member, inquired about his building permit

47 Janice Loz, an audience member, asked if the Select Board would consider moving public comment to earlier in the meeting and if the Select Board would consider rules and procedures for the Select Board. Harry Seidel stated that they would consider each request.

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53 **Resignation: Agriculture Commission member Bill Hanson**

54 **Faith Minton made a motion seconded by Michael Smith to accept the resignation of Bill Hanson from the Agricultural Commission (Bill was elected to the Budget Committee). The motion passed unanimously.**

1 **Administrator Report**

- 2 • Personnel Policy updates have begun
- 3 • The Collins Land transfer will be on the agenda for the next Select Board meeting
- 4 • Notices have been posted for the mandatory transfer station safety training at Primex June 12th. The transfer
- 5 station will be closed.
- 6 • Primex online training for employees will be assigned starting June 3rd
- 7 • Resources available for IT enhancements
- 8 • Healthtrust benefit programs available for town employees
- 9 • Discussions on health and benefit costs for 2025 budget
- 10 • Meetings with department heads on the 2025 budget
- 11 • June 12th will be the next website revamp meeting
- 12
- 13

14 **Consent Agenda**

15 Faith Minton read the motion to accept the consent agenda from May 28, 2024 and to approve as signed by the Warner

16 Select Board:

- 17 1. Map 07 Lot 058 Schoodac Rd
- 18 Map 19 Lot 035 Pumpkin Hill Rd
- 19 Map 15 Lot 047-1 Couchtown Rd
- 20 Map 11 Lot 042-4 Couchtown Rd
- 21 Building Permit Renewal: Map 04 Lot 009 Day Pond Rd
- 22
- 23 2. Motion to Approve the following Requests to the Trustees of the Trust Funds for:
- 24 a. \$35,656.00 from the Police Vehicle Capital Reserve Fund to pay the MacMulkin Chevrolet invoice.
- 25 b. \$450.00 from the Bartlett Trust Fund interest to pay for the Simonds School cultural program provided by
- 26 Jeff Warner a folk singer who teaches children American history and culture through songs, stories and
- 27 games.
- 28

29 **Harry Seidel made a motion seconded by Michael Smith to approve the consent agenda. Motion passed**

30 **unanimously.**

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33 **Manifest**

34 Harry Seidel read the manifest motion for May 28, 2024.

35 A motion for the Select Board to approve the following previously signed manifests:

- 36 • Accounts payable check numbers 10232 through 10283 dated 5/22/24 in the amount of \$78,888.93

37 A motion for the Select Board to approve and order the treasurer to sign the following manifest:

- 38 • Accounts payable check numbers 10284 dated 5/28/24 in the amount of \$13,600.23 for the federal tax deposit
- 39 for May 30, 2024 biweekly payroll and biweekly payroll check numbers 3694 through 3700 and direct deposit
- 40 check numbers E01622 through E01651 dated May 30,2024 for the net payroll of \$44,205.44

41 **Faith Minton made a motion seconded by Michael Smith to approve the manifest motions as read. Motion passed**

42 **unanimously.**

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45 **Unanticipated Agenda Items**

- 46 1. Harry Seidel provided the Select Board with quotes he received from a local contractor for refinishing the doors at
- 47 the Warner Community Center (WCC) (Old Graded School) in the amount of \$3070 for both doors.

48 **Faith Minton made a motion seconded by Harry Seidel to move forward with the refinishing of the doors at the**

49 **Old Graded School. Motion passed unanimously.**

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- 51 2. There was a discussion on building permits for ground mounted solar panels. The Select Board agreed that in the
- 52 near future they will need to address the placement of ground mounted solar panels.

3. Harry Seidel asked for an update on the previous discussion from the May 14th Select Board meeting regarding perambulation with Henniker. Michael Smith will keep the Select Board updated.
4. Harry Seidel spoke about the Warner Community Center questionnaire, ways to promote it and get the word out.
5. Harry Seidel spoke about the closing of Magdalen College. He suggested this might be something that the EDAC would be interested in.
6. Michael Smith mentioned the GearUp home-schooling contract for the community center. The Select Board discussed the cost to the taxpayers. Harry Seidel mentioned funds that are available through the State for home-schooling and other ways to reduce the cost for those parents. Faith Minton feels that the two rooms upstairs should be enough for the school needs and the Town should have access for office space at the community center. Michael Smith would like the town to take over the front office. He feels it would be a good space for welfare or the health department, all assistance in one location. The Select Board discussed the need to find someone to take over the town's welfare responsibilities. The Select Board agreed to ask a person who had inquired about the position, to come in and talk to the Select Board.
7. Harry Seidel stated that the Select Board needs to address the Flood Plain procedures. He asked the Select Board to read through the information he distributed and give it some thought.
8. Michael Smith asked for clarification on who an elected official would go to in the case of conflict or issue. Judy Newman-Rogers indicated that they could go to the Select Board or the Town Administrator while an employee would go through the chain of command. Michael Smith would like the organizational chart to be clear who elected officials would go to. Judy Newman-Rogers explained that the Select Board would need to decide what they want to delegate to the Town Administrator. She reiterated that an elected official has options but not necessarily the same as a hired employee.

Non Public Session

Harry Seidel made a motion seconded by Faith Minton to enter into Non-Public Session pursuant to RSA 91-A:3 II

(i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.

Motion to go into Non-public Session by: Seidel X Minton _____ Smith _____

1. Second: Seidel _____ Minton X Smith _____
2. Vote by roll call: Seidel Y Minton Y Smith Y
3. Motion: **Passed** / Failed
4. Enter Non-public session at: Time: 9:07 pm

Motion to Return to Public Session by: Seidel _____ Minton X Smith _____

1. Second: Seidel X Minton _____ Smith _____
2. Vote by roll call: Seidel Y Minton Y Smith Y
3. Motion: **Passed** / Failed
4. Return to Public session at: Time 9:40 pm

Motion on minutes by: Seidel _____ Minton X Smith _____

Available OR **Seal** for: 5 yrs (Length of time)

1. Second: Seidel X Minton _____ Smith _____
2. Vote on minutes by roll call: Seidel Y Minton Y Smith Y
3. Motion on Minutes: **Passed** / Failed

Motion passed unanimously.

Respectfully submitted by Tracy Doherty