



# TOWN OF WARNER

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Select Board: Harry Seidel, Chair  
Faith Minton  
Michael Smith  
Kathleen Frenette, Town Administrator

## Select Board Work Session Minutes

November 6, 2024 11:30 AM

Lower Meeting Room Warner Town Hall 5 E Main St

### I. Open the Meeting and Roll Call

- Mike Smith called the meeting to order at 11:42 AM.
- **Present:** Mike Smith (Chair), Faith Minton, Harry Seidel
- **Also Present:** Kathy Frenette Town Administrator and Judy Newman-Rogers Selectboard Administrative Assistant

### II. Select Board Business

#### a. Budget

The Select Board agreed to review the budget by department and made the following adjustments.

Select Board budget: Telephone reduced to \$9,800 IT Managed Care: \$68,000 **Tabled until end of meeting**  
Select Board last year's budget \$246,617 proposed budget \$301,000 22.17% increase

**Finance:** New line item for Maintenance and Upgrade of software \$7,600 as previously discussed this was extracted for tracking purposes. No adjustment made.

**Tax Collector:** Deputy Tax Collector wages were held to \$1,500. The Tax Collector wages were held at \$30,000. The Select Board is still researching the wages.

**Town Clerk:** hardware and software cost were broken out into separate line items for tracking. Voting hardware and software are unknown until the State discloses the upcoming changes. No adjustment made.

**Trustee of the Trust Funds** budget: The fee for Bar Harbor to track the information for MS9. No adjustment made.

**Reval of properties:** Assessing Outside Services \$32,000 Assessing software \$10,000. No adjustment made.

**Legal Expenses:** No adjustment made

**Health Insurance:** increased \$118,000 Kathy Frenette explained that the insurance amount includes three family plans for the 3 open positions. She stated that the increase is the worst case scenario. She is still waiting for the other health insurance quotes. Harry Seidel suggested budgeting for two family plans and one single plan (\$27,000/family plan, \$20,000/two person plan and \$10,000/single person). Mike Smith stated that the Select Board previously voted to switch health insurance plans to a less expensive plan. Faith Minton would like the budget to reflect the new plan that was voted on, which is a lesser increase. She stated that using that amount the Select Board could then budget the benefits for 3 positions. The total budget adjustment is \$54,000. Last year's operating budget was \$627,000 The proposed budget is at \$780,672 before today's adjustments.

1 **Planning budget:** last year budget was \$44,000 and the proposed budget is \$53,000. 20% increase, but it does  
2 include the Housing Opportunity Program (HOP) grant. Postage is now distributed to each department to track  
3 the postage usage in each department.

4 No adjustments made.

5  
6 **Insurance:** all insurance increased 9.1%.

### 7 8 **Public Safety**

9 Police officers: Police Chief made a few adjustments. The Select Board discussed reducing the wages to  
10 account for the vacant position. Kathy Frenette spoke about the possibility of reducing the budget by \$5,000 for  
11 the sign on bonus. Mike Smith stated that the budget could be reduced some. He advised the Select Board that  
12 the Police Chief would prefer not to reduce the budget. Harry Seidel does not support the cut. He would  
13 support cutting the 2<sup>nd</sup> sign on bonus of \$5,000, Mike Smith supports the cut. Total cuts \$5,000

14  
15 **Fire Department:** budget is up 2.2%. The proposed budget is \$240,000. The Select Board discussed the  
16 budget increase over the past few years based on the number of calls for service. No adjustments were made.

17  
18 **Highway and Streets:** budget is up 7.37% due to increases for a mechanic, parts and gravel. No adjustments  
19 made.

20  
21 **Transfer Station:** proposed wages increased to \$100,000; to address the lack of manpower. There are 3 full-  
22 time employees. One part-time employee. The department needs one full-time and two part-time. Kathy  
23 Frenette stated that it is now a safety issue. She explained that the accidents at the transfer station have  
24 increased insurance costs by \$20,000. The transportation line item has increased 10% for hauling and  
25 Wheelabrator. Last year's budget was \$319,722 the proposed budget is \$374,000. 17% increase. There was a  
26 discussion relating to Improvements and Ground Maintenance, the line item was reduced to \$3,000.

27  
28 **Faith Minton made a motion seconded by Harry Seidel to accept the resignation of John Leavitt as a**  
29 **Planning Board alternate. Motion passed unanimously.**

30  
31 **Faith Minton made a motion seconded by Harry Seidel to appoint John Leavitt as a full member of the**  
32 **Planning Board through 2025. Motion passed unanimously.**

33  
34 **III. Public Comment** None

### 35 36 **IV. Select Board Unanticipated Business**

37 Cyber security breach: Kathy Frenette received a call informing the Town that there has been a cyber security  
38 breach attempt. The Select Board requested copies of the Managed IT quotes so that the Select Board can make  
39 a decision.

40  
41 The Select Board asked for a status update regarding the Xenakis Dimond Lane property.

42  
43 Cease and desist orders

- 44 - Gibson property is under review by the building inspector.
- 45 - Tree House property: a letter needs to be sent to the property owner advising them that they are in  
46 violation.

1 **V. Non-public Session –**

2 **Motion by Faith Minton to go into Non-public Session under RSA 91-A:3 IIa (a)** The dismissal,  
3 promotion, or compensation of any public employee or the disciplining of such employee, or the investigation  
4 of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that  
5 the meeting be open, in which case the request shall be granted.  
6

7 Second: Seidel

8 Vote by roll call: Seidel YES Minton YES Smith YES

9 Motion: Passed

10 Entered Non-public session at: 2:11 PM

11  
12 Motion to return to public session made by Minton

13 Second: Seidel

14 Roll call vote: Seidel – Yes Minton – Yes Smith – Yes

15 Motion Passed

16 Return to public session: 2:18 pm

17 Motion to seal the minutes for 5 years made by Minton

18 Seconded by Seidel

19 Roll call vote: Seidel – Yes Minton – Yes Smith – Yes

20 Motion Passed – Minutes sealed for 5 years.

21  
22 Motion to adjourn by Minton. Second by Seidel. Voice vote. All in favor.

23 Meeting adjourned at 2:30 pm  
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25  
26

27 Respectfully submitted by

28 Tracy Doherty

29 Edits – Judith Newman-Rogers

30 Selectboard Administrative Assistant  
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32  
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