



# TOWN OF WARNER

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

Select Board: Harry Seidel, Chair  
Alfred Hanson, Vice Chair  
Michael J. Smith  
selectboard@warnernh.gov  
Kathleen Frenette, Town Administrator  
administrator@warnernh.gov

## Select Board Work Session Minutes

July 1, 2025 3:00 PM

Warner Town Hall 5 E Main St Lower Meeting Room

### I. Open the Public Meeting/Roll Call/Pledge of Allegiance

Chairman Harry Seidel called the public work session to order at 3:09 PM.

Select Board Present: Chairman Harry Seidel, Vice Chair Alfred Hanson and Selectmen Michael J. Smith.

Also, present Kathy Frenette Town Administrator.

The Pledge of Allegiance was recited.

Members of the public in audience: John Leavitt, James Gaffney, Barbara Marty, Martha Mical, Judy Newman-Rogers, Elizabeth Labbe, Chrissy Almanzar and Mrs. Michael J. Smith.

### II. Non-Public Session (RSA 91-A:3 II(a,b,c,d,e,f,g,h,i,j,k,l,m))

Mike Smith made a motion seconded by Harry Seidel to move to non-public session at 3:11 PM.

**Motion by Smith to go into non-public session in accordance with RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.***

a. **Seconded by:** Seidel

b. **Roll call vote:** All in favor

c. **Motion:** PASSED

**Entered into non-public session at 3:11 PM.**

The Select Board public meeting reconvened at 4:13 PM.

### III. Select Board Business

#### A. Nathaniel Burrington Letter (Request for Building Permit, Insurance Binder, Discuss securing the Church Street Building for Safety Purposes)

Harry Seidel stated the purpose of this discussion is to request that Mr. Nathaniel Burrington pull a building permit and to provide the Town with an insurance binder. Harry Seidel explained that he would like the Select Board to discuss requiring that a fence be installed for safety purposes. He acknowledged that a fence could be costly. He spoke of another option, boarding up the windows. Harry Seidel explained that there are areas of the building that have broken glass that could fall out and cause injury. He stated that boarding up the windows would reduce people from accessing the building. Mike Smith suggested including a time frame. Alfred Hanson stressed the property needs to be safe. The Select Board agreed August 5, 2025, is the deadline.

**Harry Seidel made a motion seconded Mike Smith to send a letter to Nathaniel Burrington requiring him to pull a building permit, provide an insurance binder, close the building up and replace the broken glass with plywood by August 5, 2025, furthermore if non-compliant the Select Board will request a fence be installed around the building. Roll Call Vote Smith YES Hanson YES Seidel YES**

Elizabeth Labbe advised the Select Board that Mr. Burrington has informed her that he will be in today to pull an electrical permit and a foundation permit.

## B. Cameras and Purchasing Discussion

Harry Seidel explained that there has been some confusion regarding the purchase of the cameras noting that Mike Smith said they Select Board previously discussed it at a meeting that Harry was not present for. Harry Seidel stated that he reviewed the minutes and was not able to find the discussion. Alfred Hanson stated that he did not recall the meeting. Mike Smith explained that the discussion occurred in an emergency non-public meeting to discuss a death threat to an employee. He stated that there was discussion regarding cameras at the Transfer Station and revising the wording of the policy. Mike Smith stated that Chief Chandler recommended certain verbiages to be added to make it easier for the Police Department to address the situation. Alfred Hanson clarified that the discussion focused on purchasing cameras for the transfer station, not at Town Hall. He confirmed that the purchase was approved.

Mike Smith recapped that the Select Board agreed to look at Town Hall and determine if any cameras should be installed but they have not heard back on the placement in Town Hall. He explained that the Transfer Station and DPW need to be looked at regarding the placement of security cameras. He stated two additional cameras may need to be purchased. Harry Seidel stated that his opinion is that they are working with a very tight operating budget and he is not interested in spending money on cameras that will not achieve safety by themselves. He stated the three cameras that have been purchased could be installed at the Transfer Station and at DPW. Mike Smith stated that considering what has happened and employees leaving at late hours he would like a camera on the side of the building. Alfred Hanson spoke about the advice the Select Board received from Chief Chandler about installing two of the cameras already purchased on two sides of the Town Hall building. He stated the Select Board should follow the purchasing policy regarding the Transfer Station needs. He questioned whether the money for the Transfer Station cameras could come from the Transfer Station CRF. Mike Smith stressed the importance of moving forward with the Transfer Station cameras as soon as possible to address the safety concerns of the employee who was threatened. Mike Smith spoke about the importance of supporting the employee and making him feel safe. Harry Seidel suggested installing one camera on the Town Hall building and the two remaining cameras at the Transfer Station. Mike Smith would like the Select Board to meet with Police Chief Chandler to determine where cameras would be useful. Alfred Hanson questioned who would be monitoring the surveillance. Harry Seidel stated it is the Town's responsibility. He stated that signage needs to be purchased as well.

**Harry Seidel made a motion seconded by that at the direction of the Police Chief and Director of Public Works one camera to be installed on the west side entrance of Town Hall, and the other two cameras to be installed at the Transfer Station at the discretion of the Police Chief and Director of Public Works. Furthermore, the Select Board will review the future needs for cameras at the request of the Police Chief and Director of Public Works. Roll Call Vote Smith YES Hanson YES Seidel YES**

*Discussion on the motion:* Kathy Frenette asked about the safety of employees in Town Hall. She explained that the incidents that she experienced occurred in Town Hall. Harry Seidel stated there will be more discussion in the future on additional cameras if needed. Kathy Frenette asked that Alfred Hanson recuse himself from that discussion. Mike Smith stated that he does not think that is necessary. Alfred Hanson stated that he will not recuse himself.

## C. Mail

Harry Seidel explained that the picking up of mail for Town Hall has come up because the Town Administrator feels that she should get the mail. Mike Smith stated that the Select Board should not micromanage this and she should be allowed to make decisions like this. Harry Seidel stated that the Administrative Assistant has retrieved the mail for years. He further noted that the Administrative Assistant is at the post office at 8:00 AM every day and arrives at Town Hall between 8:05-8:10 AM at that point the mail is distributed. He stated that the arrangement has been in place working well for years. Mike Smith stressed that the Town Administrator should be afforded the ability to make decisions and the town's legal

counsel agreed. Mike Smith stated the Select Board should not be getting involved. Judy Newman-Rogers stated that the reason the mail is being taken away is that someone felt that they weren't seeing the mail but could not identify what. Judy Newman-Rogers stated that she does not have a problem with someone else doing the mail, but she asked that she not be accused of withholding information. Alfred Hanson urged the Select Board to move on from this discussion. The Select Board agreed to follow the opinion of the town's legal counsel and allow the Town Administrator to make decisions.

#### **D. Select Board Capital Improvement Program (CIP)**

The Select Board discussed the Select Board CIP. Harry Seidel summarized last year's request of \$30,000 and the reval CRF of \$32,287 total of \$62,287. Harry Seidel stated that the CIP is due July 11, 2025. The Select Board agreed to table this and make a decision at the July 8, 2025, meeting.

#### **E. Review Estimate for Copier Wiring**

The Select Board reviewed the estimate for a new outlet to be installed for the copier. Harry Seidel stated that the estimate is \$500 from a local licensed electrician. He explained that the service technician for the copier is advising that the copier needs its own dedicated outlet. Harry Seidel stated that he is in support of this expenditure. Mike Smith stated that he had requested a quote from the DPW's electrician. He asked if that had been done. Harry Seidel stated that DPW does not have anyone who is a licensed electrician. Mike Smith clarified that he was referring to the electrician that the DPW uses. Mike Smith stressed that \$500 is too high. Mike Smith wants to follow the proper procedure. Alfred Hanson questioned why this has not been given to Tim Allen to get a quote. Mike Smith stated he will reach out to Tim Allen this afternoon. Alfred Hanson asked if there was a service report from the copier technician. Mike Smith explained that the technician informed them during the service call.

#### **IV. Other Select Board Business**

Harry Seidel advised the Select Board that Tim Allen contacted him requesting that the Transfer Station be closed for the July 4<sup>th</sup> holiday weekend. He explained that Tim Allen has informed him that most of the staff will be away or on leave. Harry Seidel stated that if the Transfer Station is open the July 4<sup>th</sup> weekend that will require Tim Allen and Jason (last name not stated) to work both Saturday and Sunday. Harry Seidel stated that he supports Tim Allen's request. Alfred Hanson stressed that the public needs to be notified (signage and town website). Mike Smith is torn due to the short notice.

**Harry Seidel made a motion seconded by Alfred Hanson to close the transfer station for the July 4<sup>th</sup> weekend. Roll Call Vote Smith YES Hanson YES Seidel YES**

#### **V. Public Comment**

- James Gaffney stated that the copier discussion had come up in the past when it was suggested that the Select Board was asked to try a battery backup. He is surprised that the Select Board is considering spending \$500 without testing the battery solution. James Gaffney stressed the Select Board needs to come up with a retention policy and a list of responsibilities relating to the cameras. He stated that there needs to be individual logins for the system to ensure accountability. Mike Smith stated they will look into the battery back-up and the town's legal counsel is advising them regarding the cameras. Alfred Hanson suggested an electrician to look at the other electrical outlets.
- John Leavitt spoke about the importance of safety for the town employee and the public. He reminded the Select Board that they have said repeatedly that safety is a priority, but it is all rhetorical because in practice they do not do it. He spoke about the various safety concerns; the sprinkler system does not work, the Tax Collector should have bullet proof glass, all departments should have panic buttons. He stated that the Community Center has been trying to get a panic button due to an altercation that occurred. John Leavitt stated that this is a simple solution if it is a priority to take care of the public and employees. He

1 urged the Select Board to get serious about safety. Alfred Hanson responded advising Mr. Leavitt that the  
2 Select Board was advised by town counsel to take a long hard look at cameras before installing them.  
3 Mike Smith stated that the sprinkler system is working.  
4

- 5 • James Gaffney spoke about the donation from Encore Energy and spending it on items that have been put  
6 off. He suggested utilizing the donation towards the safety cameras, “safety in Warner brought to you by  
7 Encore Energy” or the Transfer Station roof, “the Transfer Station roof brought to you by Encore  
8 Energy”. James Gaffney explained that the whole town would benefit from that and would not cost  
9 additional money. Harry Seidel responded that the donation was discussed a month ago and was given to  
10 the Town’s Beautification Committee. Elizabeth Labbe stated that employees do have panic buttons.  
11

12 Mike Smith moved that the Select Board go into non-public session pursuant to RSA 91-A: 3 II a  
13

14 VIDEO ENDED  
15

16 Respectfully submitted on 7/3/25 at 10:35 pm by Tracy Doherty

17 Edited by Darcie Buskey, Assistant Clerk