



TOWN OF WARNER

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Select Board: Harry Seidel, Chairman
Alfred Hanson, Vice Chair
Michael J. Smith
Kathleen Frenette, Town Administrator

Select Board Work Session Minutes October 14, 2025 1:00 PM

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

Chairman Harry Seidel called the meeting to order at 1:00PM. Select Board present: Chairman Harry Seidel, Vice Chair Alfred Hanson and Mike J. Smith. The Pledge of Allegiance was recited.
Public present: Ed Mical, Judy Newman, Police Chief Bill Chandler and Elizabeth Labbe.

II. Select Board Business

a. Department Budget Review: Police Department, Emergency Management, Assessing, Building Department and Human Services.

Police Department budget was presented by Police Chief Bill Chandler.

Wages: current wage line item is \$67,223

Police Officer wages \$248,449 (includes \$5,000 sign on bonus)

Administrative Assistant \$64,085

Overtime: No Change

Telephone: No Change

Contract Services: dispatch services \$7,831

County Attorney: increased to \$2,277

IMC: Increased to \$4,828

Heat: slight adjustment amount to be verified

Water Sewer: No Change

Uniforms: No Change

Office Supplies: No Change

Equipment Maintenance: No Change

Fuel: No Change

Cruiser expense: No Change

Safety Equipment: No Change

Training: No Change

Special Detail: No Change

Building Maintenance: No Change

There was a brief discussion on the possibility of budget changes (contract services and vehicle fuel) if a fourth officer is hired. Harry Seidel questioned the possibility of decreasing the telephone line item. Chief Chandler stated that number can be fine-tuned.

Emergency Management Budget was presented by Ed Mical Director of Emergency Management.

Stipend: No Change

Outside Professional Services: No Change

Grant: increased to \$7,500 to cover cost of updating the emergency operation plan. To be offset

Telephone: No Change

Computer: \$200 for software

Supplies: No Change
Equipment Maintenance: No change
Mileage: increased by \$50
Exercises: No Change
Licensing Administration: No Change
Meetings/Seminars: No Change

Ed Mical explained that he is looking to create a revolving fund for Emergency Management in the future.

Assessing Budget was presented by Elizabeth Labbe

Elizabeth Labbe stated that the Assessing budget has largely remained the same.

Software: decreased by \$3,000

Wages: No Change

Outside Services: \$33,000

Town Forester: No Change

Registry: No Change

Utilities: increased \$500

Tax Maps: \$2,500

Hardware: No Change

Software: Webhosting and support decreased to \$6,500

IT Care: unknown cost at this time

Office Supplies: No Change

Postage: No Change

Meetings/Seminars: No Change

Mileage: decreased \$100

Harry Seidel stated that the Assessing Budget is down 2.31%.

Building Department Budget presented by Elizabeth Labbe

Wages: Elizabeth Labbe stated that the line item is under funded at \$5,500. There was a discussion regarding the rate of pay per visit and per hour. Harry Seidel explained that the intention was \$30/site inspection and \$30/hr. for office work. Harry Seidel stated that the past few years have come in at \$3,700 and \$3,900.

Elizabeth Labbe stated that they are rebuilding the building department and necessary forms. She stated that he is also the code enforcement officer. Elizabeth Labbe stated that he wants his hands on everything (plans, site plans and mergers). She explained that he wants to make sure that zoning and setback issues are addressed. Harry Seidel stated that the wages mileage and the stipend total \$9,500. Ed Mical questioned if the building inspector job description includes reviewing plans. Harry Seidel explained that he is reviewing the plans for code enforcement not the Planning Board's function. Elizabeth Labbe stressed that he wants to review all plans relating to building on any level. Harry Seidel stated that he is drawing from his expertise. Elizabeth Labbe reiterated that he wants all plans to go through the building department before it is disseminated to any board. She explained that he does not want any legal issues on his watch, and he is tackling the commercial projects. Elizabeth Labbe explained that he is beginning to review the procedures in the building department. Judy Newman-Rogers stated that the building inspector wants to be proactive and correct issues before it becomes a legal issue. There was a discussion on how to address the concern of under funding the building inspector. The Select Board agreed to review the issue.

Health and Human Services Budget was presented by Elizabeth Labbe.

Wages: \$12,000

Telephone: decreased to \$100 Elizabeth Labbe suggested a new separate cell phone for the Human Service Director. The cost to be determined.

1 Software: decreased by \$250
2 Memberships/Education: \$797
3 Mileage: No Change
4 Public Assistance: increased \$40,000 (to address the cuts to federal funds for housing, food stamps and fuel
5 assistance).
6 The Human Services proposed budget increased by 15.96%.
7
8 **Alfred Hanson made a motion seconded Harry Seidel to recess the meeting at 2:28 PM and reconvene**
9 **at 4:00 PM. Roll Call Vote Smith YES Hanson YES Seidel YES**
10
11 Respectfully submitted on 10/16/25 by Tracy Doherty
12