



TOWN OF WARNER

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

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

Select Board Work Session Minutes October 15, 2025 3:00 PM

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

Chairman Harry Seidel called the meeting to order at PM. The Pledge of Allegiance was recited.

Select Board present: Chairman Harry Seidel and Vice Chair Alfred Hanson. Mike J. Smith was absent.

Public present: Tim Allen, Paul DiGeronimo, Judy Newman-Rogers.

II. Select Board Business

a. Department Budget Review: DPW, Finance, Town Clerk and Tax Collector

Department of Public Works Budget was presented by Tim Allen. Tim Allen explained that this budget differs from last year's budget by \$100,000 for paving and the \$82,000 for two pieces of leased equipment.

Wages: includes all full time wages plus \$6,100 for possible wage increases totaling \$409,783

Tim Allen explained that there are four employees that have not received a wage adjustment for the last few years besides COLA. Tim Allen used 2 or 2.5% to calculate the proposed wage increases.

Overtime: No Change

Mechanic: is included in the full time wage line item.

Part time Wages: \$44,065.66 breakdown: 1040 hours for the loader operator, 432 hours for plow driver, and 250 hours for the sidewalk tractor position, total increase of \$14,665

Hydrant maintenance: \$3,000

Outside professional services: covers the cost of any professional services needed.

Paving: \$100,000

Outside Rental: No Change \$25,000 includes gravel making rental equipment: There was a discussion on the cost savings for the Town to make their own gravel. There was a discussion regarding the need to fund gravel making.

Highway Bridge maintenance: \$2,000 small repairs

Mileage: No Change

Line Striping: \$7,500 for down town.

Gravel: \$30,000

Building Supervisor wages: is included in the full time wage line item

Telephone: No Change

Outside Repairs: No Change

Electricity: increased \$500

Heat: increased \$300

Lease payments: \$82,000

Alarm system: No Change

Uniforms: slight increase

Supplies: No Change

Building Maintenance:

Gas/Diesel: decreased by \$10,000

Parts: No Change

1 Guardrails: No change
2 Culverts: decreased to \$7,000
3 New Equipment: No change
4 Signs: No change
5 Meeting/Seminars: currently is \$1,000 this line item can be reduced
6 Safety Program and dues: increased to cover the cost of steal toe boots
7 Sand: No Change
8 Salt: No Change
9

10 **Finance Department Budget** was presented by Clyde Carson

11 Wages: No change
12 Computer software: increased 4.5% \$5,685, cloud hosting \$1,672
13 Auditor Expense: \$25,000
14 There was a discussion regarding outsourcing of payroll services.
15

16 Harry Seidel asked for information on the DPW leased equipment payments. He asked if this year's
17 payment came from the CIP and next year's payment will come from the department's operating budget.
18 Clyde Carson confirmed. He explained that in December when property tax payments come in the funding
19 for CIP can be deposited.
20

21 **Town Clerk Budget** was presented by Michelle Courser.

22 Alfred Hanson asked for clarification on the wage difference. Michelle Courser explained that she included a
23 step increase for an employee recognizing that it would need to be approved.

24 Town Clerk wages: No Change
25 Computer Hardware: \$1 place holder
26 Computer Software: increased by \$198
27 Membership Dues: increased to \$50
28 Operating Supplies: No Change
29 Postage: No Change
30 Mileage: No change
31 Books/Periodicals: increased to \$22
32 Meetings/Seminars: No Change
33 Stipend: No Change

34 Michelle Courser advised the Select Board that there could be a change to the elections budget and she will
35 let them know as soon as possible.
36

37 Alfred Hanson expressed his concern about the budget this year. He stated that he hopes that the funding for
38 the CIP can be managed carefully and efficiently.
39

40 **Tax Collector Budget** was presented by Kimberley Edlemann

41 Deputy Tax Collector stipend: proposed to increase by \$200 to \$1,792
42 Computer Hardware: increased to \$200 for a replacement printer
43 Computer Software: hopefully it will be decreased by the cost of BMSI \$325
44 Tax Liens research: to be increased to address the possibility of the increased number of liens
45 Printing: reduced cost of printing by utilizing the pre-forms from Avitar.
46 Office Supplies: increased slightly to \$400
47 Postage: utilizing pre-stamp forever stamp envelopes purchased before the postage price increase
48 Meeting/Seminars: for DRA conference and 2 ½ day Tax Collector Conference cost increased to \$1,330
49 The Tax Collector proposed budget increased by \$1,549, the total proposed budget is \$59,351.

1 Kimberley Edlemann stated that she brought in \$27,000 of unanticipated revenue from interest on late
2 payments. Harry Seidel stated that the Tax Collector is very hard working. Kimberley Edlemann stated that
3 she recently sent reminders to outstanding accounts of \$1000 or more and by doing that it brought in
4 additional \$50,000. She stressed that she always tries to operate in a way that is cost effective for the Town.
5

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

7 None
8

9 **IV. Adjournment**

10 **Harry Seidel made a motion seconded by Alfred Hanson to adjourn the Select Board meeting. Roll**
11 **Call Vote Hanson YES Seidel YES**
12

13 The meeting adjourned at 5:09 PM

14 Respectfully submitted on 10/17/25 by Tracy Doherty
15