



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 22, 2025 1:00 PM

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

Chairman Harry Seidel called the meeting to order at 1:05 PM. The Pledge of Allegiance was recited.

Select Board present: Chair Harry Seidel, Vice Chair Alfred Hanson. Mike J. Smith - ABSENT

Public Present: Ed Mical, Barb Marty, Judy Newman-Rogers, Michael Brown, Michelle Courser and Elizabeth Labbe.

II. Select Board Business: Department Budget Review

1. Parks & Recreation

Apryl Blood and Erika Carr presented the Parks and Recreation Budget.

Fertilizer, weed and feed \$2,500

Lime \$1,000

Soil testing \$40

Miscellaneous maintenance materials increased by \$2,000

Pyrotechnics \$200 (geese control)

Home run replacement poles increased to \$250

Park signs \$500

Field stripping \$70/case

Infield mix \$1,700

Mileage (personal vehicle usage) \$1,030

Sanitation \$4,980

Electricity \$3,000

Rink \$1

Beach water testing \$180

Part-time Employee \$17,825 775 hours at \$23/hr

Seasonal Employee \$5,980 260 hours at \$23/hr

Equipment repair/purchase \$700

Total Budget \$42,646 14% increase

Harry Seidel explained the challenges facing the Town relating to the budget. He asked if there is anything that could be eliminated. Apryl Blood stated that this budget is bare bone to keep the parks operating safely.

2. Election Officials

Michael Brown, Chair Supervisor of the Checklist and Michelle Courser, Town Clerk, presented the Election Officials budget. Michael Brown explained that next year there will be multiple elections (town elections, Town Meeting, state primary and state general election). He stated that Supervisor of the Checklist Chris Perkins is not seeking re-election next year and the new person will need significant training. Michael Brown explained that the proposed budget did not reflect what is needed due to the increase in the number of elections coming up.

1 Moderators and Assistant moderators increased to \$1,000
2 Ballot Clerks \$1,475
3 Check list supervisors increased to \$4,160
4 Harry Seidel questioned the increase, Michelle Courser explained that there are four elections this year and
5 there is a requirement that the checklist supervisors must meet quarterly. Michael Brown expanded, that there
6 is a new state mandate and there is a considerable amount of work to do before and after an election. He
7 explained that the poll pad does help but it is not at its full potential yet.
8 Mileage: needs to increase from \$120 up to \$250
9 Computer Hardware: \$2,100 (\$600 will be reimbursed from the school)
10 Computer Software: \$1
11 Elections IT Managed Care: \$1
12 Printing: \$50 reduced to \$1
13 Supplies: amount not stated
14 Postage: increased to \$125 from \$100
15 Election Meals: \$360
16 Advertising: \$120
17 Budget increased by approximately \$1,500 Totaling \$8,892
18

19 Clyde Carson advised the Select Board that the preliminary MS535 is ready for their signatures.
20

21 **Harry Seidel made a motion seconded by Alfred Hanson to instruct the Finance Director to confirm**
22 **the figures for the MS535 and present the MS535 for the Select Board's signatures and forward it to**
23 **the Department of Revenue to set the tax rate. Roll Call Vote Hanson YES Seidel YES**
24

25 3. Land Use

26 Barb Marty, Zoning Board Chair, presented the Land Use budget.
27 Clerk Wages: proposed 15 hr/wk (\$35/hr) \$27,300, there was a question regarding actual wage amount.
28 Outside professional services: proposed to increase to \$5,000 there was a question about what this covers.
29 The Select Board agreed on \$3,000.
30 Legal expenses: is proposed at \$7,000
31 Grants: She asked about this line item reflecting only \$12,000 but the HOP grant total is \$27,930.
32 Clarification is needed.
33 Hardware: breakdown unknown \$1
34 Software: breakdown unknown \$1
35 IT Care: breakdown unknown \$1
36 Registry of Deeds: \$200
37 Printing & Supplies: breakdown unknown, printing is proposed to be reduced to \$100 supplies is proposed to
38 increase to \$400.
39 Postage: proposed to increase to \$1,200 Harry Seidel would like to keep this at \$1,000. Alfred Hanson would
40 like to accept the \$1,000.
41 Mileage: \$100
42 Tax Maps: \$1
43 Meetings/Seminars: \$400
44 Advertising: actual spent \$1,900 proposed amount is \$2,100 the Select Board agreed
45 Minutes: \$2,500 proposed The Select Board agreed on \$2,250
46 Clyde Carson addressed the Select Board regarding the clerk wage line item and the outside professional
47 services. He stated that the regular hourly rate for the clerk is \$24.50 and when she filled in temporarily
48 when the Select Board Admin Asst was out, her rate was \$34.28. Clyde Carson stated that the outside
49 service line item is for CNHRPC.

1 Alfred asked for clarification on the hours and wages for the land use clerk. Barb Marty explained that they
2 would like 18 hr/wk. (\$24.50/hr) The Select Board agreed on \$22,932.

3 4 5 **4. Conservation Commission**

6 Nancy Martin Chair of the Warner Conservation Commission, presented the Conservation Commission
7 budget.

8 Map acquisition: \$100 no change

9 Legal Fees: nothing anticipated \$100 the Select Board agreed to reduce the line item to \$1

10 Dues: \$300

11 Supplies: nothing proposed the Select Board agreed to reduce the line item to \$1

12 Postage: \$50

13 Training/Seminars: \$100

14 Official Notices: public notices \$200

15 Grants: nothing anticipated \$1

16 Total Budget \$749
17

18 **Alfred Hanson made a motion seconded by Harry Seidel to recess 2:45 PM for five minutes. Roll Call**
19 **Vote Hanson YES Seidel YES**
20

21 Harry Seidel called the meeting back to order at 2:53 PM

22 Harry Seidel recapped the Land Use budget adjustments; advertising was adjusted to \$2,100 and meeting
23 minutes to \$2,250. Postage and Legal Expenses no change. Printing \$200 no change and Supplies reduced to
24 \$300. There was a discussion regarding the tracking of supplies for each department. Judy Newman-Rogers
25 suggested tracking supplies for a period of time to know who is spending what. There was a discussion
26 regarding the copier usage.
27

28 **5. Select Board/Town Hall**

29 Stipend: No change

30 Telephone: \$10,000 slight increase of \$200.

31 Computer Hardware: proposed \$7,000 there was a discussion regarding what this line item covers. The
32 Select Board discussed the need to replace computers and establishing a replacement schedule. Elizabeth
33 Labbe will provide the current replacement schedule.

34 Computer Software: proposed \$2,000

35 IT Managed Care: increased 15% to \$ 35,000. There was a question regarding the need for RFP's for a
36 contract renewal. Alfred Hanson stated that the current contract is considerably less than other companies.
37 They will check into the need for RFP's.

38 Website: \$1,500 Clarification is need

39 Town Report (printing and postage): \$ 4,700 there was discussion regard the possibility of reducing the
40 number of reports purchased.

41 Newsletter: \$1

42 Dues/Subscriptions: \$3,440

43 Office Supplies & Equipment: \$5,000

44 Postage: \$3,200 there was a discussion regarding allocating postage amounts to each department. There was
45 discussion regarding the practicality of purchasing forever stamps.

46 Public Communications: was reduced by \$250

47 Mileage: \$100

48 Books/Periodicals: was reduced to \$1

49 Expenses of Town Officers, gifts for departments, holidays gift cards and flowers reduced to \$4,000

50 Meetings/Seminars: reduced to \$200

1 Advertising: reduced to \$2,000
2 Town Administrator wages: reduced to \$75,000.
3 Budget Committee expenses: reduced to \$2,250
4 Budget Committee minutes: proposed \$3,000 clarification need
5 Administrative Assistant wages: no change
6 Additional Assistance: no change
7 Hiring expense: \$1,000 no change
8 Select Board minutes: need clarification
9 Alfred Hanson requested a recap of the changes made thus far. The Select Board reviewed their adjustments.
10

11 **6. General Gov Buildings Town Hall, Warner Community Center and Old Fire Station**

12 Town Hall

13 Custodial Wages: reduced to \$2,000
14 Electricity: reduced to \$4,000
15 Heating Fuel: \$6,500 additional clarification needed
16 Water / Sewer: \$1,000
17 Fire Alarm System: reduced, amount not stated
18 Supplies (cleaning): reduced to \$800
19 Maintenance and Repairs: no change
20 Mileage: reduced to \$100
21 Propane: no change
22 Equipment inspections: no change
23

24 Warner Community Center

25 Electricity: no adjustment
26 Heating Oil: \$8,000
27 Water / Sewer: no change
28 Sprinkler/Fire alarm: no change
29 Supplies: \$1
30 Maintenance/Repairs: \$12,000
31 Telephone: no telephone additional information needed pertaining to the fire alarm system.
32

33 Old Fire Station

34 Electricity: additional information needed
35 Telephone: additional information needed
36 Heating Oil: no change
37 Water/Sewer: no change
38 Maintenance: no change
39

40 **7. Transfer Station**

41 Full time wages: Alfred Hanson explained that an employee has left (and needs to be replaced) leaving only
42 two people. He does not support a cut to this line item. He stated that there is the option of closing the
43 transfer station one additional day.

44 Part time wages: \$42,000

45 Alfred Hanson stated that he would prefer to hold off on reviewing the Transfer Station budget until Tim
46 Allen is back. The Select Board agreed to meet with Tim Allen next week.
47

48 The Select Board signed the MS535.
49
50

1 **III. Non-Public Session** (If needed, RSA 91-A:3 II (a,b,c,d,e,f,g,h,i,j,k,l,m))
2 None
3
4 **IV. Adjournment**
5 **Alfred Hanson made a motion seconded by Harry Seidel to adjourn the work session. Roll Call Vote**
6 **Hanson YES Seidel YES**
7
8 The meeting adjourned at 5:02 PM
9 Respectfully submitted on 10/27/25 by Tracy Doherty
10 Edit, Judith Newman-Rogers, Select Board Admin Asst

DRAFT