

**WARREN BOARD OF
SELECTMEN REGULAR MEETING
Wednesday, November 24, 2025**

CALL TO ORDER:

Chairwoman McCartin called the meeting to order at 5:00 PM and led the audience in the Pledge of Allegiance.

Select Board Members Present: Shirley McCartin, Chuck Sackett and Jeremy Hair.

Staff/Officials Present: Town Administrator – Austin Albro, Treasurer – Sheila Foote, Fire Chief – Arthur Heath, Road Agent – John Corso, Tax Collector – Maria Sanders

Public Present: Tom and Lisa Mantz, Jeff and Christina Hytenin, Tom Babbit, Kelli Shepherd

SELECT BOARD MANIFEST: J. Hair *moved to approve the November 24, 2025 manifest as written. C. Sackett seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0.*

APPROVAL OF MINUTES: J. Hair *moved to table approval of the November 12, 2025 minutes. C. Sackett seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0.*

PUBLIC COMMENT:

There was no public comment.

TREASURER:

Treasurer Sheila Foote was present at the meeting and provided a report to the Board for review.

The Town of Warren Operating Account balance is \$29,923.29 after tonight's approved manifest of \$3358,350.57.

The Town of Warren Town Clerk Account balance is \$8,817.50.

The Tax Collections Account balance is \$475,048.50.

TAX COLLECTOR:

Tax Collector, Maria Sanders was not present but provided the following reports and information for the Board's consideration.

Collections Summary for the month of November 2025 (Printed Nov. 24, 2025)

- a. \$83,041.35 has been collected in Gross Receipts for the month of October.
(\$82,751.14 in principal; \$231.27 in interest and penalties; and \$58.94 in

credits to be applied to 2026 P01 bill.)

Collections Summary for 2025 (1/1/2025 through 11/24/2025)

- a. \$2,142,904.80 has been collected in Gross Receipts for 2025.
(\$2,129,925.01 in principal; \$12,387.41 in interest and penalties; and
\$12,387.41 in credits to be applied to 2026 P01 bill.)

BUILDINGS AND GROUNDS:

Manager George Russell was not present but submitted a written report. He reported that an additional bridge walkway has been completed at the Town Forest, with three more walkways still requiring attention. The installation of the ice-skating rink has begun, and the bonfire was constructed in advance of the community bonfire scheduled for December 20.

At the Transfer Station, Mr. Russell reported that two loads of scrap metal were shipped out, along with batteries, copper, and aluminum. One bale of cardboard was produced, and a bale of plastic is currently in production.

ROAD AGENT:

Road Agent John Corso was present and provided a report of recent activity to the Board. He reported that the trucks are prepared for winter operations and that the new truck is still being outfitted with its hydraulic system. The Road Agent also reported that one of the Town's sanders has been rebuilt after having been stored outdoors at the Transfer Station. He further explained that he plans to complete some ditching and culvert maintenance prior to the onset of winter.

TOWN ADMINISTRATOR:

The Town Administrator explained that the records request has been compiled and that he has been corresponding with the requestor and legal counsel regarding the appropriate delivery of the records. The Administrator further noted that, while responding to the request, he continued to manage daily resident inquiries and requests as well.

NEW BUSINESS:

- a) The Board reviewed and signed an intent to cut for Map 225, Lot 004 and 005.

OLD BUSINESS:

- a) The Administrator reported that he expects to receive an update on the HCPAC funding opportunity in early December. He also noted that Ammonoosuc Community Health Services continues to actively pursue funding opportunities and provide support to the organization.
- b) The Administrator explained that he also anticipates an update on the InvestNH extension request for the Main Street Demolition Project in early December.
- c) The Administrator noted that there was no update since the last EMS Regionalization meeting, at which time statutory hurdles and delays were

discussed.

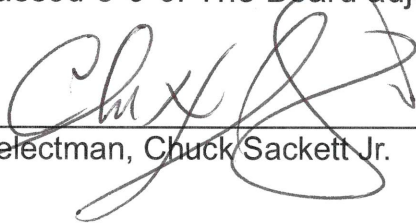
- d) The Administrator reported that there were no updates related to the Building Committee since the last meeting. Selectman Sackett expressed concerns regarding project costs and the current economic climate.
- e) The Administrator noted that the selection of bridge engineering services is anticipated to occur at the next meeting.

CORRESPONDENCE:

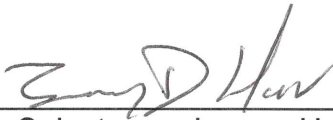
The Administrator explained that the Town's legal counsel had reviewed the notice of deficiency and did not find the road to be insufficient. Selectman Hair requested that the Town provide a formal response to the concerned party.

ADJOURN:

C. Sackett moved to adjourn the regular meeting of the Select Board. The motion was seconded by J. Hair. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0. The Board adjourned at 5:16 PM.



Selectman, Chuck Sackett Jr.



Selectman, Jeremy Hair



Chairwoman, Shirley McCartin