

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, December 17, 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, Police Chief – John Semertgakis

**Public Present:** Kathy Archibald

**SELECT BOARD MANIFEST:** *C. Sackett moved to approve the December 17, 2025 manifest as written and to authorize the Town Administrator to process payroll on December 22 ahead of the Christmas holiday. J. Hair seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0.*

**APPROVAL OF MINUTES:** *J. Hair moved to approve the December 10, 2025 minutes. C. Sackett seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:**

Donna Bagley, a member of the local Pythian Sisterhood, presented the Board of Selectmen with a \$1,000 donation and thanked the Town for its continued support of the organization.

Donald Bagley, Chairman of the Warren Village School Board, reported that the School District's budget had increased by \$213,000, while revenues had decreased by \$274,303.

Donald Bagley, Cemetery Trustee, confirmed that \$16,200 had been requested from the Cemetery Trust Fund to support the tree removal project.

**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 \$144,538.55 after tonight's approved manifest of \$3,297.18.

The Town of Warren Town Clerk Account balance is \$3,500.00.

The Tax Collections Account balance is \$543,250.22.

**BUILDINGS AND GROUNDS:**

Manager George Russell was not present but submitted a written report. He reported that plowing and sanding were performed as needed. Mr. Russell noted that K. Bancroft has offered to burn old lumber at the McVetty Forest, pending Selectboard permission. He also reported that the furnace blower at the Highway Department had been serviced. Mr. Russell concluded by requesting the Board's thoughts on lighting improvements at the Town Hall. The Board agreed to accept a private donation for the lighting upgrades and voted to move forward with the project as presented.

Regarding the Transfer Station, Mr. Russell reported that the brush pile would be burned in the near future, that a bale of cardboard had been produced, and that a bale of plastic was currently in production.

**FIRE CHIEF:**

Fire Chief Arthur Heath reported on recent department activity, including a response to a medical call on December 12 and a motor vehicle collision on December 11. He explained that there were two patients involved and noted that the ambulance-style rescue vehicle was especially beneficial in providing a warm, safe place for the patients to wait for the transport ambulance.

**POLICE CHIEF:**

Chief John Semertgakis provided the Board of Selectmen with a summary of recent department activity. He reported an ongoing investigation into a stolen package from a Pine Hill Road residence, as well as visits to the Warren Village School. Chief Semertgakis also reported 18 traffic stops and two citations issued.

**TOWN ADMINISTRATOR:**

The Town Administrator reported on recent activity and noted with excitement that budget preparation and presentation, along with Town Report production, would be in full swing over the next several weeks.

**NEW BUSINESS:**

- a) The Administrator explained that the discussion regarding the South Main Street Water District easement request would be rescheduled to January 7, 2026, at the District's request due to illness.
- b) C. Sackett moved to encumber \$20,350 from the operating budget for services to be completed by Donovan Equipment. S. McCartin seconded the motion. *Vote: McCartin – yes, Hair – yes, Sackett – yes. Motion passed, 3-0-0.*
- c) The Administrator noted that budget discussions would begin on January 7 and continue on January 21.

**OLD BUSINESS:**

- a) The Administrator reported that he did not have an update regarding the HCPAC funding opportunity.

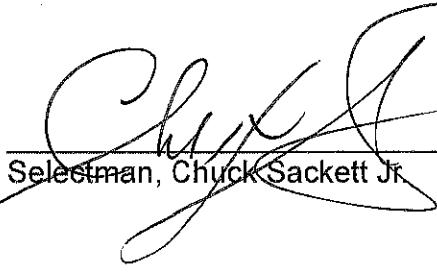
- b) The Administrator explained that seven contractors attended the December 15 site walk and that bids were due in mid-January.
- c) The Administrator reported that the Town had received correspondence regarding municipal per-call EMS charges, noting a projected increase of at least \$300 per call, to be finalized following Plymouth's Town Meeting due to potential grant funding. Selectman Hair explained that the EMS Regionalization group had met with Primex, was exploring alternative locations, and was discussing warrant article language to gauge municipal interest in forming an EMS District in accordance with state statutes.
- d) The Administrator noted that the next Building Committee meeting was scheduled for January 6.
- e) The Administrator thanked the Board members for reviewing the RFQ for Bridge Engineering Services and explained that he would proceed with communicating with NH DOT regarding next steps and contractor selection.

**CORRESPONDENCE:**

The Board reviewed recent correspondence.

**ADJOURN:**

*C. Sackett moved to adjourn the regular meeting of the Select Board. The motion was seconded by S. McCartin. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0. The Board adjourned at 5:24 PM.*



Selectman, Chuck Sackett Jr.



Selectman, Jeremy Hair



Chairwoman, Shirley McCartin