

**WARREN BOARD OF  
SELECTMEN REGULAR MEETING  
Wednesday, January 7, 2026**

**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.

**Town Staff/Officials Present:** Town Administrator – Austin Albro, Treasurer – Sheila Foote, Fire Chief – Arthur Heath, Police Chief – John Semertgakis, Tax Collector – Maria Sanders, Warren Village School Chairman – Donald Bagley

**Public Present:** Kathy Archibald, Marlene Wright, Donna Campbell, Tom and Lisa Mantz, Roger and Denise Puglisi, Amber Kingsbury, Devin Godfrey, Tom Babbit, Phil Gossell, Sue McLean, Gabriel Fuller, Frank McClain, Jeff Spencer, Jeff Pfieler, Patrick Asselin, Orr & Reno – Attorney Meredith Farrell Goldstein, NH DES – Michael Unger, NH DES – Andrew Koff, Horizons Engineering/Verdantas – Jon Warzoch

**SELECT BOARD MANIFEST:** C. Sackett *moved to approve the December 31, 2025 manifest. J. Hair seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0. J. Hair moved to approve the January 7, 2026 manifest. 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 approve the December 17, 2025 minutes as written. C. Sackett seconded the motion. Vote: McCartin – yes, Hair – yes, Sackett – yes, and the motion passed 3-0-0.*

**PUBLIC COMMENT:**

Donald Bagley, Chairman of the Warren Village School Board, reported that the School District's budget revenues were approximately \$295,000 less than last year and explained the budget would be reviewed at the School Board's next meeting, January 13.

Frank McClain, Habitat for Humanity, was present at the meeting and discussed potential opportunities for the Town and Habitat for Humanity to work together. Frank expressed particular interest in exploring opportunities with the Town owned property located at the corner of Chase Road and Route 25.

**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 \$634,127.58 after tonight's approved manifest for 12/31/2025 of \$92,414.86 and approved manifest for 1/7/2026 of \$17,953.77. The December reconciliation was provided for the Board's review.

The Town of Warren Town Clerk Account balance is \$3,500.00. The December reconciliation was provided for the Board's review.

The Tax Collections Account balance is \$628,352.36. The December reconciliation was provided for the Board's review.

Treasurer Foote reported that the Town had received the annual distribution of the Meals and Room tax in the amount of \$82,662.65.

**TAX COLLECTOR:**

Tax Collector, Maria Sanders was present and provided the following reports and information for the Board's consideration.

Collections Summary for the month of December 2025 (Printed Dec. 30, 2025)

- a. \$1,070,907.28 has been collected in Gross Receipts for the month of December. (\$1,069,410.73 in principal; \$822.84 in interest and penalties; and \$673.71 in credits to be applied to 2026 P01 bill.)

Collections Summary for 2025 (1/1/2025 through 12/30/2025)

- a. \$3,213,812.08 has been collected in Gross Receipts for 2025. (\$3,199,335.74 in principal; \$13,210.25 in interest and penalties; and \$1,266.09 in credits to be applied to 2026 P01 bill.)

The Tax Collector provided the MS-61 report for 2025 for the Board's review.

**BUILDINGS AND GROUNDS:**

Manager George Russell was not present but submitted a written report. He reported that new lights were ordered for the Town Hall and that plowing and sanding were performed as needed. Mr. Russell noted that a new blower was ordered for the Highway Department furnace.

Regarding the Transfer Station, Mr. Russell reported that the Town has signed up to participate in a new safety program through New Hampshire Recycles. The brush pile is 80% burned. One bale of aluminum cans was produced.

**FIRE CHIEF:**

Fire Chief Arthur Heath reported on recent department activity, including response to a number of medical calls.

**POLICE CHIEF:**

Chief John Semertgakis provided the Board of Selectmen with a summary of recent

department activity. He reported a non-criminal complaint involving online harassment on Lake Tarleton Road. He also reported vandalism and an attempted theft involving Town property at the shed on Water Street; no items were stolen.

Chief Semertgakis noted a community policing response on Route 25 to a call initially reported as a theft of heating services, which is now believed to be the result of poor repair work. He also reported a theft in Glencliff, which remains under investigation.

There was brief discussion regarding the Town Bonfire hosted by Parks and Recreation. Chief Semertgakis further reported that he successfully passed his physical fitness test and that he conducted 22 traffic stops, resulting in two citations issued.

#### **TOWN ADMINISTRATOR:**

The Town Administrator reported on recent activity and noted that he was continuing to manage day-to-day operations. He also shared with enthusiasm that budget preparation and presentation, along with Town Report production, would be in full swing over the next several weeks.

#### **NEW BUSINESS:**

- a) Chairwoman McCartin stated at this time, the Town's legal counsel is reviewing the proposal put forward by the Water District's attorneys. The Selectboard's goal is to ensure that any agreement governing the relationship between the Town and the Water District, including the use of Town-owned land, is in the best interest of all residents. A decision will not be made until that review has been completed. The Town Administrator was informed yesterday by Water District leadership that, if the requested easement is not granted, the District may be unable to provide year-round water service to its users. If accurate, this is significant information and raises concern that it was not previously communicated directly to Town leadership. The information now being presented is different from what was initially communicated to the Town. The request began as a matter related to fencing, was then revised to signage, and later evolved into an easement request accompanied by the information that the District could not operate without it. If there were serious concerns regarding the ability to provide year-round water service, the Selectboard believes those concerns should have been clearly and directly communicated to the Town from the beginning. We are seeking clarification and will continue to proceed carefully, deliberately, and in a manner that serves the best interests of the entire community.

C. Sackett thanked Chairwoman McCartin for allowing him to speak. He apologized for the unnecessary stress caused to water system users as a result of perceived concerns regarding the easement request.

C. Sackett expressed concern about the relationship between the Town and the

Water District, noting that it has historically been a friendly one where neighbors help one another. He also explained that he served as a water operator for the South Main Street Water District for more than 20 years.

C. Sackett explained that the Town had received a Request for Information from the Water District's attorneys seeking readily available documents, and that this request created administrative work for the Town and legal costs for both the Town and the Water District. He noted that, as a result, the Town was paying one attorney to communicate with another attorney, and that Water District users were ultimately bearing the cost of both.

Water District Attorney Meredith Farrell Goldstein stated that it is standard practice to use attorneys to draft deeds and easements. Attorney Goldstein also stated that submitting a Right-to-Know request is standard legal practice to ensure that all relevant information is made available, and stated that she was unsure whether her office had submitted a formal request.

The Administrator clarified that a request had been submitted and that the Town's response was provided promptly.

Michael Unger of the New Hampshire Department of Environmental Services provided an update on the status of the well and explained the need for the easement to establish a sanitary protection area. He noted that he has been working with the Water District since 2020 and explained that, once the easement is approved, the process for the District to utilize the well would be significantly streamlined and would require less ongoing involvement from NH DES.

- b) The Board and audience reviewed an overview of the 2025 operating budget expenditures and provided the Town Administrator following note. "These numbers may change slightly during a thorough end of year review before the Town budget hearing, which is tentatively scheduled for February 10 at WVS. Please join us! Some smaller subcategories were not itemized but everything was included in bold categories. Great job to our Town employees and a special thanks to our Treasurer, Sheila for her watchful fiscal eye!"

**General Government: \$418,567.69 of \$431,369.40 or 97%**

Executive: \$89,066.77 of \$91,855 or 97%

Elections, Reg. & Vital Stats: \$24,637.74 of \$24,711 or 100%

Financial Administration: \$30,851.12 of \$27,353 or 113%

Tax Collector: \$20,760.24 of \$22,990 or 90%

Reval: \$15,160 of \$32,000 or 47%

Legal: \$1,172 of \$7,500 or 15%

Personnel Administration: \$36,302.98 of \$42,001 or 86%

Town Buildings: \$84,424.08 of \$86,566.40 or 97.5%

Insurances: \$76,109.94 of \$71,408 or 107%  
Cemetery: \$18,995.20 of \$20,000 or 95%

**Public Safety: \$124,727.64 of \$142,423.88 or 88%**

Police: \$76,755.61 of \$87,764.88 or 88%

Fire: \$47,027.53 of \$50,807 or 93%

Ambulance: (Non-Profit Portion of 2025 Budget) – \$174,280 of \$325,000  
or 54%

**Highways & Streets – \$182,406.81 of 221,317.20 or 83%**

**Sanitation - \$81,491.55 of \$75,239 or 108%**

**Welfare - \$3,424 of \$,5000 or 68%**

**Culture & Recreation: 48,678.33 of 55,816 or 87%**

Parks & Recreation: \$5,013.84 of \$7,100 or 71%

Library: \$33,784.54 of \$38,866 or 87%

Patriotic Purposes: \$9,879.95 of \$9,850 or 100.3%

There was discussion regarding the salaries and benefits available to Town employees.

Sheila Foote stated that she felt the workers at the Transfer Station deserved a raise. C. Sackett agreed and expressed his desire to see a \$20 per hour wage for part-time Town positions, such as Transfer Station Attendants. The remaining members of the Board agreed and instructed the Administrator to incorporate this adjustment into the proposed 2026 budget for the Town's consideration at Town Meeting.

Donna Campbell stated that the Town needs to pay employees competitively in order to retain them and explained that Town employees should receive retirement benefits, particularly the Town Administrator. C. Sackett noted that these changes would be permanent and would have a lasting impact on the Town. He explained that the Town Administrator position had historically been viewed as a transitory, stepping-stone role. After further discussion, and with the indication that there could be a potential petitioned article, the Board agreed to include a warrant article at Town Meeting related to offering benefits to Town employees.

C. Sackett further explained that the Town's Facilities Manager receives nearly \$20,000 less in compensation and benefits compared to the School's Facilities Manager. He emphasized that this was not a criticism of the school or its Facilities Manager, but rather an acknowledgment that the Town may need to take a hard look at its employment structure, including wages, benefits, and

duties. He expressed a desire to use one of the 2026 roundtable discussions to gather additional community input on this topic. In closing, he reiterated that he was not criticizing the salary or performance of the School Facilities Manager and recognized the effort put forth by George and other Town employees, while expressing a desire to make the municipal side more equitable.

The Administrator explained that the full 2026 budget would be presented at the January 21, 2026 meeting and that discussion of potential warrant articles would also take place at that time.

Selectman Hair asked the Town Administrator to advertise the regular Selectboard meeting more broadly than usual in hopes of encouraging residents to attend and learn about the budget prior to the Town/School budget hearing scheduled for February 10.

- c) *The Selectboard, in a majority vote, accepted the terms of the Hazard Mitigation Grant Program (HMGP) as presented in the amount of \$7,087.25 for updating the local hazard mitigation plan. Furthermore, the Board acknowledges that the total cost of this project will be \$9,449.67, in which the Town will be responsible for a 25% match (\$2,362.42). Chairwoman S. McCartin is authorized to sign all documents related to the grant.*

#### **OLD BUSINESS:**

- a) The Administrator shared email correspondence from Senator Tim McGough: "Hi Austin, we've been making some changes on HC the last of which got completed today. We have not forgotten about it, but we have not officially considered it yet because we are defining the process for more officially considering the large number of submissions lately." The Board permitted the Town Administrator to attend the upcoming meeting, workload permitting. There was discussion regarding how the Town could support the Food Pantry, and it was noted that an advisory warrant article may be placed on the 2026 Town Meeting warrant to allow residents to express their support.
- b) The Administrator explained that bids for Main Street Demolition were due to the Town on January 14 at 2:00PM.
- c) Selectman Jeremy Hair provided an update regarding EMS regionalization. J. Hair reiterated that Plymouth would continue to provide coverage through 2026. Efforts are underway to identify a new location for a regional station, with Short's Garage in Rumney mentioned as a possible option. He also explained that discussions have taken place with the New Hampshire Department of Revenue Administration regarding taxation and how a regional district would be funded.
- d) The Administrator reported that the next Building Committee meeting was scheduled for January 13 and that no meeting was held on January 6. He noted that at the January 21 meeting, the Board would review potential warrant articles related to long-term borrowing and construction of both the Highway Garage and Fire Department facilities. C. Sackett asked Chief Heath about the

Department's intentions after learning that the sanitation protection area requested by the South Main Street Water District would limit the possibility of building on the Town Office property. This led to discussion of alternative locations, including both private and public land.

**CORRESPONDENCE:**

The Board reviewed recent correspondence.

**ADJOURN:**

*S. McCartin 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 6:59 PM.*



Selectman, Chuck Sackett Jr.



Selectman, Jeremy Hair



Chairwoman, Shirley McCartin