



# TOWN OF WARNER

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Selectboard, Harry Seidel, Chair  
Faith Minton  
Michael Smith  
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Kathy Frenette, Town Administrator  
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## Selectboard Meeting Minutes

June 25, 2024

Open the Meeting and Roll Call • Chair Seidel opened the meeting at 3:04 PM

Present: Harry Seidel (chair), Faith Minton, Michael J. Smith (zoom video)

Also Present: Kathy Frenette Town Administrator, Judy Newman-Rogers, Selectboard Administrative Assistant)

**Minutes** 6/11/24; Amend 5/7/24 Non-Public

**Harry Seidel made a motion and seconded by Faith Minton to table the June 11, 2024 minutes and May 7, 2024 Non-Public minutes until the July 9, 2024 Select Board meeting. Motion passes unanimously.**

### **Select Board Business**

#### *Police Department Security Cameras*

William Chandler, Police Chief, spoke to the Select Board regarding Police Department Security Cameras. He stated the current system is 24 years old and they are in need of a replacement system. He requested to use a portion of the funds designated for a full-time patrolman since the position has not been filled. Chief Chandler explained that the total is \$20,346. The quote is for internal and external cameras and a system for the interview room. The system has a 3-5 year warranty and the system is highly recommended.

**Harry Seidel made a motion and seconded by Michael Smith to approve \$20,346.00 for the Electronic Security Protection System upgrade for the Warner Police Department. Motion passed unanimously.**

#### *Review Edited Draft Building Permit Application*

Harry Seidel advised the Select Board that the edited draft of the building permit application is close to completion, and he feels that it would be premature to review it now.

#### *Housekeeping Abatements for First Issue Tax Bill*

Map 16 Lot 020-1, as it relates to an error in the billing amount

Map 11 Lot 03-6 as it relates to a veteran tax credit

**Faith Minton made a motion seconded by Harry Seidel to accept both housekeeping abatements for Map 16 Lot 020-1 and Map 11 Lot 03-6. Motion passed unanimously.**

### **Administrator Report**

Kathy Frenette Town Administrator advised the Select Board of the following.

- Personnel Policy next meeting is July 3, 2024
- Employee Benefits meeting was held June 12<sup>th</sup> with Department Heads and Healthtrust to inform employees of their benefits. She will receive the 2025 health and benefits cost in October.
- Streamlining the HR process by implementing hiring and exiting checklists, contact information form, benefit synopsis form, payroll and holidays. She is hoping to hold a benefits fair in November that will

1 give employees information regarding all the resources provided by Healthtrust and the NH retirement  
2 system.  
3

#### 4 **Consent Agenda**

5 Motion to Approve as signed by the Warner Selectboard:

6 Application for Veteran's Credits:

7 Granted: 1 application for Disabled Veteran Credit

8 Denied: 2 applications for Disabled Veteran Credit because they do not qualify

9 Timber Tax:

10 23-463-01-T, 23-463-07-T, 23-463-10-T, 23-463-14-T, 23-463-15-T, 23-463-16-T, 23-463-17-T,

11 23-463-20-T

12 Motion to Approve the following request to the Trustees of the Trust Funds for:

13 \$7,086.25 from the Records Retention Capital Reserve Fund to pay the Kofile Technologies Inc invoice

14 \$3,997.48 from the Employee Expendable Health Trust Fund to pay Health Trust invoices.

15 **Faith Minton made a motion seconded by Harry Seidel to approve the Consent Agenda as signed by the**  
16 **Warner Selectboard. Motion passed unanimously.**  
17

#### 18 **Manifest**

19 Motion for the Select Board to approve the following previously signed manifests:

20 Accounts Payable check numbers 10328 through 10351, dated 6/19/2024, in the amount of \$59,433.58.  
21

22 Motion to authorize the Select Board to approve and order the Treasurer to sign the following manifests:

23 Accounts Payable check numbers 10352 through 10353 dated 6/24/2024, in the amount of \$57,287.73 for the  
24 Federal Tax deposit for the June 27th bi-weekly payroll.  
25

26 Bi-weekly payroll checks numbers 3709 through 3718 and direct deposit check numbers E01684 through E01712 dated  
27 6/27/2024 for a net payroll of \$43,856.07.

28 **Harry Seidel made a motion seconded by Faith Minton to approve the manifests as read. Motion passed**  
29 **unanimously.**  
30

#### 31 **Public Comment**

32 Suzanne Cummings from 268 Bean Road advised the Select Board that she has family and friends who are  
33 members of the Pride Community. She asked the Select Board to reconsider their decision to fly the Pride Flag  
34 on the Town Hall building. She believes only the US and State flag should be given that honor. She stated that  
35 if the Pride Flag is allowed all other groups should be granted the same treatment. She asked if she could fly a  
36 Christian faith flag. Faith Minton explained that the Select Board's vote to hang the flag on the building rather  
37 than on the flagpole was to accommodate a resident who did not want it flown on the flagpole. She stated that  
38 for the month of June the Pride flag is flown at the State House. Harry Seidel stated that the Town has done this  
39 in the past during the month of June and for the Abenaki flag in October. Michael Smith reiterated his feelings  
40 that no group should be excluded. He believes the Town of Warner is open and welcoming. The Select Board  
41 explained that if an individual or group wanted to display their flag on the Town Hall Building, they would need  
42 to come to the Select Board for a public discussion. Judy Newman-Rogers suggested the Select Board at that  
43 time discuss guidelines for this topic. Suzanne Cummings agreed to submit her request in writing to be placed  
44 on an upcoming agenda for the Select Board to receive public input.  
45

1 Tim Blagden informed the Select Board that the Town of Warner has been ranked by the People for Bikes as the  
2 #2 small city/town in the state for being bicycle friendly. He advised the Select Board that public notices to all  
3 abutters of the rail trail were mailed. The public meeting is July 16, 2024, at 6:00 pm.  
4

#### 5 **Unanticipated Agenda Items**

6 Harry Seidel read an apology from the Select Board pertaining to a recent error of holding discussions in non-  
7 public on the merits of Planning Board applicants. The Select Board agreed to discuss the non-public  
8 conversation at a public meeting in the near future. The Select Board thanked John Leavitt for bringing this to  
9 their attention. Faith Minton explained that the Select Board did not intentionally make the error and are  
10 striving to do better as they learn. Judy Newman-Rogers explained that appointees are not officially appointed  
11 until the members take their oath and are sworn in. The Select Board at the direction of the Town's legal  
12 counsel needs to have public discussion explaining to the Town what was discussed in non-public as it relates to  
13 the Planning Board appointments.  
14

15 The Select Board discussed the summer meeting times and schedule that was determined at their last meeting.  
16 Harry stated that he received several calls that were not in support of the 9:00 am meeting time. Faith Minton  
17 stated that the summer meeting schedule was to accommodate board members who are traveling. The Select  
18 Board agreed to hold a special meeting on July 1<sup>st</sup> at 3pm to publicly discuss the Planning Board appointments.  
19 John Leavitt informed the Select Board that public perception of the earlier meeting time is that the Select  
20 Board must not want the public to attend. Harry Seidel acknowledged the public perception, and he explained  
21 that the time change for the summer schedule is to address the issue of accommodating Select Board members  
22 and town employees' schedules. The Select Board agreed to reevaluate the decision.  
23

24 Harry Seidel spoke about the need to replace the Warner Community Center sign. He obtained a quote from a  
25 local sign company for \$600. The Select Board agreed that the sign needs to be replaced.  
26

27 **Faith Minton made a motion seconded by Michael Smith to replace the Warner Community Center sign**  
28 **as quoted for \$600. Motion passed unanimously.**  
29

30 Harry Seidel stated that the Boys and Girls Club door needs to be replaced immediately. He informed the Select  
31 Board that Tim will do the work this weekend.  
32

33 Kathy Frenette informed the Select Board that she paid the \$50 membership fee to the Kearsarge Chamber of  
34 Commerce.  
35

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

37 **Harry Seidel made a motion seconded by Faith Minton to enter into non-public session pursuant to**  
38 **RSA 91-A:3 II a. Motion passed unanimously.**  
39

#### 40 **Adjournment**

41 The Select Board meeting adjourned at 4:40 pm  
42

43 Respectfully submitted by Tracy Doherty