



# TOWN OF WARNER

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Selectboard, Harry Seidel, Chair  
Faith Minton  
Michael Smith  
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Kathy Frenette, Town Administrator  
[administrator@warnernh.gov](mailto:administrator@warnernh.gov)

## Select Board Meeting

October 22, 2024 10:00 AM

### I. Open Meeting / Roll Call:

Harry Seidel called the meeting to order at 10:07 AM.

**Present:** Chair Harry Seidel, Faith Minton, Mike Smith via Zoom

**Others:** Kathy Frenette Town Administrator and Judy Newman-Rogers Selectboard Administrative Assistant, William Chandler Warner Police Chief

### II. Non-Public Session: RSA 91-A:3 II(b) The hiring of any person as a public employee.

- A. 1. Motion to go into Non-public Session: Seidel \_\_\_\_\_ Minton X Smith \_\_\_\_\_  
 2. Second: Seidel \_\_\_\_\_ Minton \_\_\_\_\_ Smith X  
 3. Vote by roll call: Seidel Y Minton Y Smith Y  
 4. Motion: Passed X Failed \_\_\_\_\_  
 5. Enter Non-public session: Time 10:12 AM
- B. 1. Non-Selectpersons attending: Warner Police Chief William Chandler, Town Administrator Kathy Frenette, SB Admin Asst Judith Newman-Rogers
- C. 1. Motion to return to public session: Seidel \_\_\_\_\_ Minton X Smith \_\_\_\_\_  
 2. Second: Seidel \_\_\_\_\_ Minton \_\_\_\_\_ Smith X  
 3. Vote by roll call: Seidel Y Minton Y Smith Y  
 4. Motion: Passed X Failed \_\_\_\_\_
- D. 1. Time returned to public session: Time 10:23 AM
- E. 1. Motion on non-public session minutes by: Seidel \_\_\_\_\_ Minton \_\_\_\_\_ Smith \_\_\_\_\_  
 Available \_\_\_\_\_ OR Seal \_\_\_\_\_ Length of time \_\_\_\_\_  
 2. Second: Seidel \_\_\_\_\_ Minton \_\_\_\_\_ Smith \_\_\_\_\_  
 3. Vote by roll call: Seidel \_\_\_\_\_ Minton \_\_\_\_\_ Smith \_\_\_\_\_  
 4. Motion: Passed \_\_\_\_\_ Failed \_\_\_\_\_

**Faith Minton made a motion seconded by Mike Smith to hire Thomas Radford as a corporal for the Warner Police Department at a rate of pay of \$34.51 per hour as recommended by Police Chief William Chandler. Motion passed unanimously.**

### III. Peter Flynn Welfare Director, Application changes to the Human Services Assistance Application

Peter Flynn explained the current application is missing important information that is required to be entered into the Government Assistance Program (GAP). He outlined the information that will now be included in Warner's application such as listing of all household members, a detailed listing of all household expenses and a detailed listing of household assets. The new application will be similar to other surrounding communities. Mike Smith suggested changing the application title from "Welfare Application" to "Health Services Application". Faith Minton asked that the document be reviewed for type-o's.

1 **Mike Smith made a motion seconded by Faith Minton to accept Peter Flynn’s recommendation to change**  
2 **the Health Services application furthermore to make the necessary changes from “Welfare” to “Health**  
3 **Services”, correct the dates and type-o’s. Motion passed unanimously.**  
4

5 **V. HealthTrust Representative – Health Plan Options**

6 Harry Seidel expressed his concern regarding the benefits that were recently presented to the employees that  
7 could now be in jeopardy because of the increase in cost that the Town recently learned of. He stated that it is  
8 unfortunate that the Town found out so late. He asked for Faith Minton and Mike Smith’s input. Faith Minton  
9 stated that she would like to hear if there are other options, more affordable for the Town. Mike Smith  
10 concurred. Andy Struth from Healthtrust reviewed the current plan and presented other options the Town could  
11 consider. He explained that both plans have the same network of doctors, hospitals and pharmacies.  
12

13 Current Plan: \$3,000 deductible which applies towards inpatient hospitalizations, outpatient surgeries, radiology  
14 and lab work. The Town covers up to half of the deductible  
15

16 The lower monthly premium plan: \$5,000 deductible. The town could decide to continue covering up to half  
17 of the deductible.  
18

19 Andy stated that he reviewed what the Town has spent for health reimbursement over the last 2 ½ years. He  
20 stated that that in order to fully fund half of the deductible in 2022 the Town would have needed to set aside  
21 \$45,000. The amount the Town paid out in deductible expenses was \$13,661. In 2023 to fully fund half of the  
22 deductible the Town would have needed to set aside \$49,987 and for 2024 (only through October) \$49,500 and  
23 the deductible expenses to date is \$9,216.68.  
24

25 Andy spoke about the “site of service” component. He explained that under the current plan if an employee  
26 utilizes site of service providers in the network the cost does not go towards their plan deductible, the employee  
27 actually pays \$0. If they chose to use any provider in the access blue network of labs, radiology, or outpatient  
28 services, that cost will go towards their deductible. He stated under the lower monthly premium plan the co-pay  
29 for site of service would be \$125. Harry Seidel noted that the maximum out of pocket also increases with the  
30 lower monthly premium plan from \$5,000 to \$7,150.  
31

32 Harry Seidel asked if the lower monthly premium plan brings the cost back down to what was initially  
33 expected. Kathy Frenette stated there would still be a slight increase. Andy stated that the only thing that  
34 would change is the cost sharing of the plans. The copays will vary slightly when you see your doctor. He  
35 explained the biggest difference is the deductible expenses. He stated the deductible increases and the monthly  
36 premium decreases. Kathy Frenette asked for the current plan pricing. Andy stated the Single person \$729,  
37 Two person \$1,459 and a family pays \$1,970. Andy noted that the Town also provides Flexible Savings  
38 Accounts (FSA) cards for employees in the amount of \$500 that can be used towards deductibles.  
39

40 Harry Seidel spoke of his concern about the increase and how that will impact the town employees, while at the  
41 same time recognizing that taxes are high in Warner. He stated that they have to do something to maintain the  
42 bottom line on taxes. He stated that the new proposed plan saves \$26,000. There was a discussion on the  
43 usefulness of the FSA card for employees. Faith Minton stressed that there needs to be more education for the  
44 employees regarding the FSA cards.  
45

1 Mike Smith spoke about the Select Board being good stewards of the Town's funds. He stated that the  
2 proposed new plan helps keep the healthcare cost close to where it is now. He stated that the employee increase  
3 is not a massive change to the copays. Mike Smith spoke about the Budget Committees opinion relating to the  
4 rising cost of health insurance. Faith Minton agreed, she acknowledged the Budget Committee's opinion of the  
5 rising healthcare cost. She would like the employees to understand how the FSA card can benefit them. Clyde  
6 Carson informed the Select Board that he sat with all eligible employees and discussed the town offered  
7 benefits. He also stated that Healthtrust sends out a notice to employees at the end of the year regarding their  
8 FSA available balance.

9  
10 **Harry Seidel made a motion seconded by Mike Smith that the Select Board has chosen the Healthtrust**  
11 **Plan 30, 60, 5K to be the plan for the Town employees for 2025. Motion passed unanimously.**

12  
13 Kathy asked for clarification on the Health Reimbursement Account (HRA) and funding the Employee  
14 Expendable Trust Fund that is used to pay 50% of deductibles. Andy stated that Healthtrust would recommend  
15 using 40% of the total of all employee deductibles. Andy stressed the deadline for changes is November 15<sup>th</sup>.

16  
17 The Select Board went into recess at 12:00 and reconvened at 12:10 pm

## 18 19 **VI. Select Board Business**

### 20 **a. Payment in Lieu of Taxes (PILOT) – Poverty Plains Road Solar Array**

21 Sam Carlson from Encore Renewable Energy via zoom was present. Harry Seidel read a letter from Encore  
22 Renewable Energy regarding a \$20,000 donation to the town as part of their good neighbor policy with towns  
23 hosting their solar array projects. Faith Minton asked for clarification between the two memos one refers to a  
24 life span of 5 years and the other refers to the life time. Sam Carlson explained that the initial state statute  
25 regarding a PILOT arrangement with solar projects was a 5-year agreement. He stated that because these are  
26 long term assets that do depreciate and for the reason of predictability in terms of town revenues and project  
27 expenses these PILOTS are typically 20-25 years.

28  
29 Harry Seidel explained his position regarding renewable energy, specifically solar. He is in support of it. He  
30 spoke about high property taxes in Warner and the need to increase revenue. Harry Seidel expressed his  
31 opinion that a PILOT needs to accomplish two things; 1) encourage positive developments like solar 2) balance  
32 the need to create revenue. Mike Smith echoed Harry's comments. He spoke about the possibility of adjusting  
33 the agreement every five years. Sam Carlson explained that in the first year the array will be at the highest  
34 production and the highest revenue. He stated that solar arrays degrade by .5% per year in terms of production  
35 and revenue. He explained that the power purchase agreement with Community Power Coalition of NH has a  
36 fixed per kilowatt hour rate for the 25 years. He stated that their revenue will decrease slightly every year. He  
37 advised the Select Board that they will not be adjusting their sale price of electricity to the coalition. Harry  
38 Seidel asked for clarification on the rate per kilowatt hour. Sam Carlson stated it is 9-10cents.

39  
40 Mike Smith asked if the Energy Committee has discussed the proposed solar PILOT program. Clyde Carson  
41 stated that the committee is aware of the proposal. Harry Seidel asked for clarification on range per megawatt in  
42 the state as referenced in the amount of \$2,800-\$4,000. He asked if that is an annual amount. Sam Carlson  
43 confirmed that equates to \$20,000 per year. Sam Carlson spoke about the possibility of an inflation escalator  
44 being built in the PILOT in the years to come. Mike Smith agreed with the idea of an inflation escalator  
45 because while the production may go down the Town's cost will go up. Mike Smith said he likes the plan and  
46 hopes that it will move forward. He stated that the Select Board must consider the Town's cost and the need for

1 revenue. He asked when the decision needed to be made. Sam Carlson stated they would like the project to  
2 greenlight sooner rather than later. He will be attending the November 12<sup>th</sup> Select Board meeting. He stressed  
3 that the solar array will not impact town services (such as school, snow plowing etc). Harry Seidel stated that he  
4 supports the project, but he is also thinking about the housing needs and economic growth that Warner needs.  
5 Sam Carlson will send a 25-year payment schedule using different escalators and different starting points for the  
6 Select Board to consider and discuss at the November 12<sup>th</sup> meeting.  
7

8 **b. NH Municipal Association Conference – Session Topics**

9 The Select Board discussed their attendance at the conference. Faith Minton strongly urged members to attend  
10 the session Becoming a Better Listener. Faith Minton recapped the sessions offered. The Select Board  
11 established their conference schedules.  
12

13 **c. Framework for 2025 Budget Creation and Completion**

14 Kathy Frenette asked for clarification on the budget presentation process. The Select Board agreed to hold a  
15 budget review meeting on October 29<sup>th</sup> 10:00 am to 1:00pm. Town Department budgets to be reviewed: DPW,  
16 Transfer Station, Town Clerk, Tax Collector, Police Department and Assessing. The Fire Department budget  
17 will be reviewed on October 29<sup>th</sup> at the Select Board evening meeting at 4:00 PM. The Select Board agreed to  
18 meet Friday November 1<sup>st</sup> at 10:00 AM to continue budget review. Kathy Frenette asked for clarification on  
19 wage increases. Judy Newman-Rogers stated that in the past as a place holder wage increase projections were  
20 included. She stated that last year only a COLA adjustment was included. The Select Board agreed to use a  
21 COLA of 2.5%. Judy Newman-Rogers stated that employee evaluations have not been done as has been done  
22 in the past. Kathy Frenette stated that she will resume evaluations for 2025. The Select Board agreed that they  
23 need to discuss merit wage increases. Mike Smith requested previous years (2023, 2024) department budgets  
24 for comparison.  
25

26 **d. Sale of Town Owned Properties**

27 Discussion tabled  
28

29 **e. Perambulation with Henniker – Update**

30 Mike Smith stated that he spoke to Henniker and was informed that they are not doing the Warner line this year.  
31

32 **f. Code Violation Enforcement – Update**

33 Harry Seidel informed the Select Board that the Town Attorney has advised that the Town of Warner does not  
34 need to make adjustments to the building code because the Town follows the State's Building Code. Mike  
35 Smith stated that a process is needed to follow step by step to deal with a current situation. Harry Seidel  
36 suggested that the Select Board meet with Tom Baye to discuss the current issue. Mike Smith stated that Tom  
37 did visit the property recently. Judy Newman-Rogers advised the Select Board that after Tom's visit the  
38 building plans and building permit were submitted.  
39

40 **g. Replacing Pine Tree Near Town Hall Building – Update**

41 Harry Seidel explained that the location of the tree will be moved back slightly. The Select Board agreed to pay  
42 for the tree with beautification funds.  
43

44 **h. IT – Managed Care Review**

45 Kathy Frenette stated that she is meeting with three vendors. She used \$40,000 as place holder in the budget.  
46 She is gathering quotes for the website from three vendors.

1 **VII. Town Administrator's Report**

- 2 - The benefit fair went well last week and was well received by the employees. Harry Seidel commended  
3 Kathy for her efforts in putting together the event.  
4 - Budget Review is ongoing  
5 - Reviewing applications for the Land Use Administrator position. Applications will be provided to the  
6 Select Board. She anticipates one more application. Interviews need to be scheduled. There was a  
7 discussion as to who would be present for the interviews. Judy Newman-Rogers explained that the  
8 town's rules of procedures state that the Planning Board Chair, Zoning Board Char and the Town  
9 Administrator are to serve as the hiring committee to conduct interviews and make a recommendation to  
10 the Select Board. Kathy will coordinate the interviews with the chairs of the Planning Board and Zoning  
11 Board.

12 **VIII. Consent Agenda**

13 None

14 **IX. Manifest**

15 None

16 **X. Public Comment**

17 None

18 **IV. Select Board Meeting Minutes: October 1<sup>st</sup> and October 8<sup>th</sup>**

19 October 1, 2024

- 20 Pg 1 line 34 strike meet insert met  
21 line 34 strike (audience) insert Carson  
22 line 39 insert Pellettieri after George  
23 Pg 3 line 6 strike state insert stated  
24 line 13 strike provide insert provided  
25 Pg 6 line 4 strike user insert users  
26 line 7 strike recommend insert recommends  
27 Pg 7 line 7 strike to

28 **Faith Minton made a motion seconded by Mike Smith to approve the October 1, 2024 Select Board**  
29 **meeting minutes as amended. Motion passed unanimously.**

30  
31 October 8, 2024

- 32 Pg 1 bottom of page strike conversation insert conservation  
33 Pg 2 line 3 insert Planning Board Chair after Coyne  
34 Pg 4 line 14 strike utility value insert utility assessment in both places of line 14  
35

36 **Faith Minton made a motion seconded by Mike Smith to approve the October 8, 2024 Select Board**  
37 **meeting minutes as amended. Motion passed unanimously.**

38  
39 **XI. Select Board Unanticipated Business**

- 40 - Exit interview, sample letters: Mike Smith asked if the Select Board had given more thought to the exit  
41 interview letters/survey. Harry Seidel stated that he has not had a chance yet. The Select Board agreed  
42 to compile a letter that best serves the Town. Faith Minton and Kathy Frenette will work together on the  
43 draft letter.  
44 - Dimond Lane resident Mr Gibson and draft letter: Mike Smith asked for a status update. Kathy will  
45 look into it as soon as possible and update the Select Board.

1 - Mike Smith asked if the Healthtrust rate changes with the number of Town employees? Kathy stated  
2 that she does not believe it does. She will confirm that with Healthtrust.

3 **XII. Non-Public Session (if needed, RSA 91-A : 3 II (a,b,c,d,e,f,g,h,I,j,k,l,m))**  
4 None

5  
6 **XIII. Adjournment**  
7 **Faith Minton made a motion seconded by Mike Smith to adjourn the meeting. Motion passed**  
8 **unanimously. Meeting adjourned 2:30 pm**

9  
10  
11 Respectfully submitted by  
12 Tracy Doherty  
13 Edits – Judith Newman-Rogers,  
14 Selectboard Admin Asst  
15

DRAFT