



# TOWN OF WARNER

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Select Board: Michael Smith, Chair  
Faith Minton  
Harry Seidel  
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Kathleen Frenette, Town Administrator  
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## Select Board Meeting

**Tuesday, January 28, 2025**

**10:00 AM**

Lower Meeting Room Warner Town Hall

### **I. Open the Meeting and Roll Call**

Chair Smith called the meeting to order at 10:06 AM

Select Board members present: Michael Smith (Chair), Faith Minton, Harry Seidel via Zoom

Also, present Kathy Frenette, Town Administrator

**Mike Smith made a motion seconded by Faith Minton to allow Harry Seidel to attend by Zoom. Roll Call Vote Mike Smith YES and Faith Minton YES**

Mike Smith stated that the order of business will be adjusted.

### **c. Warner River Local Advisory Committee Member Appointment, Mickey Benson**

Mickey Benson has been a Warner resident for a few years and lives along the river.

**Faith Minton made a motion seconded by Mike Smith to appoint Mickey Benson to the Warner River Local Advisory Committee. Roll Call vote Harry Seidel YES, Faith Minton YES and Mike Smith YES**

### **e. Reeds North, Lower-Level Expansion**

Steve Reddy (owner of Reeds North) explained that Reeds North is an existing commercial business, and they are requesting to expand into an existing commercial space.

**Faith Minton made a motion seconded by Harry Seidel to authorize Steve Reddy, owner of Reeds North, to expand his current commercial business into the lower level furthermore when all licensing is agreed upon with the State Fire Marshal the Select Board will grant final approval.**

**Roll Call Vote Harry Seidel YES, Faith Minton YES and Mike Smith YES**

*Discussion on the motion:* Ed Mical asked if this requires a site plan review. Mike Smith stated that it does not require a site plan review because it is not a change in use or square footage. Steve Reddy explained that he is required to submit an Assembly Permit with the Warner Fire Department. He will provide the Select Board with a copy of the Assembly Permit when issued.

Darcie Buskey stated that an accusation has been made against the Town Administrator, and she would like for public comment to be heard. Mike Smith stated that he would like to hold off on the topic at this time. Darcie Buskey advised the Select Board that she has a letter of support for Kathy that she would like to read because she cannot stay for the entire meeting. Mike Smith requested she forward the letter to the Select Board.

### **c. Land Use Change Tax (LUCT) Abatement request Map 18 Lot 28**

Harry Seidel explained that after reviewing the issue he agrees with the decision of Loren Martin the Town's Assessor. Faith Minton believes the Select Board needs to rely on professional guidance from the assessor.

**Harry Seidel made a motion seconded by Mike Smith to agree with the decision of the professional assessor from Avitar Associates of New England regarding Map 18 Lot 28 Land Use Change Tax abatement. Roll Call Vote Faith Minton YES, Mike Smith YES and Harry Seidel YES**

Harry Seidel spoke about the employee benefit package explaining that the Select Board did their best to offer a strong benefit package for the employees and recognize the cost to the town. He stated there was a change made to the co-pay that has been controversial and has impacted the employees. He mentioned the possibility of making an adjustment that would be reflected in the operating budget to help relieve the burden of a higher deductible. Ray Martin explained that the employee deductible went from \$1,500 up to a net up to \$5,600 because the deductible itself went from \$3,000 to \$7,150 as a way to reduce cost. He proposed that through a warrant article if approved the Select Board increase the Employee Expendable Trust Fund to \$40,000 to come from the unexpended fund balance not from taxes. He reiterated that the Town's contribution would increase to \$5,000 and the employee portion would be \$2,100. Ray Martin spoke about the need to maintain the town's workforce. Kathy Frenette stated that she is hoping to change the open enrollment period to July. The Select Board supported the proposal.

## **II. Select Board Business**

### **b. Review of Overall 2025 Proposed Budget**

The Select Board reviewed the proposed 2025 Operating Budget, Harry Seidel presented his questions and suggested cuts to the operating budget. No change was made.

The Select Board reviewed the proposed 2025 Capital Budget \$625,000. There was a discussion regarding the use of \$50,000 from the Transfer Station Capital Reserve Fund, reducing the proposed capital budget down to \$575,000. Mike Smith stated that he does not support cutting \$50,000 because the Transfer Station is in need of repairs. Faith Minton spoke about the need for a plan for using the \$200,000 currently in the CRF. Harry Seidel would prefer to use what is in the CRF and not put any in this year. Mike Smith feels that it is appropriate to continue to put funds away. There was discussion regarding the use of the unexpended fund balance and the concern that the current balance is not sufficient. Additional discussion related to the need to put money aside to help the Town secure grants. Faith Minton stated that she would support reducing the \$50,000 to zero or possibly \$10,000. She would also support a CRF for the WCC and the contingency fund for the Emergency Management request as outlined in article 14. Mike Smith stated that he would support reducing the request for a transfer station CRF to \$30,000 and the remaining for the WCC and merging the Emergency Management request with the contingency fund. Harry Seidel explained he is trying to reduce the Capital Budget; he would prefer to take the \$20,000 for the WCC from the unexpended fund balance. Mike Smith and Faith Minton would prefer not to take the money from the unexpended fund balance. Tim Allen addressed the needs at the transfer station. Faith Minton reiterated the need for a plan for the Transfer Station CRF.

Clyde Carson advised the Select Board that the unassigned fund balance is approximately \$830,000, which is just under 7% of the expenses covered. He stated the goal is 10% \$1,200,000. He estimated that there would be approximately a \$200,000 surplus that will go back to the unassigned fund balance. Harry Seidel reiterated that he would like to take the \$200,000 surplus add it to the unexpended fund bringing the balance to \$1,030,000 and take \$40,000 for the Employee Expendable Trust fund, \$20,000 towards the WCC CRF and \$6,500 for Emergency Management and \$10,000 for the contingency fund. He explained that it would minimize the tax burden for residents and improve the town's position relative to the unassigned fund balance. Faith Minton agreed but would like the transfer station CRF to be reduced to \$25,000. Harry explained that after hearing Tim Allen's thoughts he is satisfied with keeping the \$50,000 for the Transfer Station CRF.

Mike Smith explained that the Budget Committee had a question about the Administrative Assistant wage line item. Clyde Carson explained that what was budgeted for in 2024 was 35 hours/week. He stated the individual worked 40 hours a week plus overtime for meeting attendance.

The proposed 2025 budget stands at \$4,667,621.

The Select Board took a 10-minute recess, meeting resumed at 1:35 PM.

Clyde Carson advised the Select Board that there are refunds that need to be issued for over payments on property taxes.

Map 37 Lot 6 \$4.36 Map 10 Lot 44 \$59.00 Map 18 Lot 41-3 \$7.96 Map 18 Lot 44 \$2,724.34  
Map 9 Lot 13 \$1,425.85 all to be refunded to Corelogic.

Map 31 Lot 5 \$7,627.67 refunded to homeowner Map 31 Lot 9 \$182.27 refunded to homeowners.

**Faith Minton made a motion seconded by Mike Smith to approve the refunds for overpayments of property taxes as stated by Clyde Carson. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 4: Shall the Town vote to raise an appropriate the sum of \$4,667,621 as the 2025 Operating Budget for the general municipal operation? This amount does not include appropriations contained in special or individual articles addressed separately. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 5 Record Preservation Capital Reserve Fund in the amount of \$20,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 6 Police Department Vehicle Capital Reserve Fund in the amount of \$25,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 7 Bridge Repair Replacement Capital Reserve Fund in the amount of \$50,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 8 Highway Equipment Capital Reserve Fund in the amount of \$265,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 9 Transfer Station Facility Capital Reserve Fund in the amount of \$50,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 10 Transfer Station Equipment Capital Reserve Fund in the amount of \$ 25,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 11 Firefighters Equipment Capital Reserve Fund in the amount of \$35,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**  
**Faith Minton made a motion seconded by Mike Smith to accept article 12 Fire and Rescue Vehicle Capital Reserve Fund in the amount of \$100,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 13 Property Reval Capital Reserve Fund in the amount of 40,000 as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 14 to establish a Contingency Fund for the current year unanticipated funds in the amount of \$10,000. This sum is to come from the unassigned fund balance not raised by taxation. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 15 Employee Expendable Trust Fund in the amount of \$40,000 funded through the unassigned fund balance not taxation. Roll Call Vote Seidel YES Minton YES Smith YES**

**Faith Minton made a motion seconded by Mike Smith to accept article 16 to establish a Capital Reserve Fund for the Warner Community Center in the amount of \$20,000 funded through the unassigned fund balance not taxation to address energy efficiency, safety issues and other improvements. Roll Call Vote Seidel YES Minton YES Smith YES**

**e. Submitted Petition Warrant Articles**

**i. To Increase the Select Board to 5 Members**

The Select Board discussed the petition warrant article to increase from 3 to 5 Select Board members.

**Harry Seidel made a motion seconded by Faith Minton not to recommend the petition warrant article as submitted to increase the Select Board to 5 members. Roll Call Vote Seidel YES Minton YES Smith YES**

**ii. Modify the Veterans Tax Credit (RSA 72:28, II) from \$500 to \$750**

**Faith Minton made a motion seconded by Mike Smith to recommend the petition warrant article as submitted to modify Veterans Tax Credit to \$750. Roll Call Vote Seidel YES Minton YES Smith YES**

**iii. Modify the All-Veterans Tax Credit (RSA 72:28-b) from \$500 to \$750**

**Faith Minton made a motion seconded by Mike Smith to recommend the petition warrant article as submitted to modify the All-Veterans Tax Credit. Roll Call Vote Seidel YES Minton YES Smith YES**

**IV. Town Administrator's Report**

Kathy Frenette advised the Select Board that she has been focusing on the following

- Drafting warrant articles for the review by the DRA
- Finalizing the town budget
- Draft of the personnel policy
- Continuing to work on the Managed IT transition. The Police Department firewall needs to be replaced next month. The cost will be roughly \$1084.

**V. Consent Agenda**

None

**VI. Manifest**

**Faith Minton made a motion seconded by Harry Seidel to accept the manifest motion for January 28, 2025, as written. Roll Call Vote Seidel YES Minton YES Smith YES**

**VII. Public Comment**

John Leavitt spoke about Zoom participation from the public without the requirement to identify themselves. Harry Seidel agreed but questioned if there is a legal right to not identify themselves. Kathy Frenette stated that she will check with the New Hampshire Municipal Association for guidance.

### **VIII. Select Board Unanticipated Business**

Mike Smith stated the Select board has received correspondence from Bill Meadows pertaining to a water supply issue. Mike Smith that he has spoken to Ray Martin and the issue has been resolved. He will contact Bill Meadows to make sure he is satisfied.

Mike Smith spoke about a request from Jim McLaughlin to replace a sign at the roundabout. An estimate was provided to the Select Board in the amount of \$2,200 to replace the sign. Mike Smith will look into ways funds can be raised.

#### **a. Proposed Select Board Rules of Procedure**

The Select Board continued their review of the draft rules of procedure. Faith Minton questioned the time requirements on pages 2 and 3 inquiring if they conflict with each other. The Select Board agreed the time requirements are correct and should remain in the document. Mike Smith will forward the document to the Town attorney for review.

### **II. Select Board Minutes – January 14, 2025**

**Faith Minton made a motion seconded by Mike Smith to approve the January 14, 2025, Select Board minutes as amended. Roll Call Vote Seidel YES Minton YES Smith YES**

Page 2 School funding discussion strike Andover Select Board insert Andover residents

Page 2 middle paragraph insert strike (last name not stated) insert Shoemaker

Page 2 strike Narducci insert Narducci's

Page 2 strike was upset and insert said that

Page 2 replace all CNRPC to CNHRPC

Page 3 strike Harry Seidel:

Page 3 Xenakis discussion; should read a committee should be formed and start...

Mike Smith questioned the missing non-public information review the Zoom recording

Page 3 insert a comma after not spending

Page 5 3 lines up from bottom clarify the language of Harry Seidel's comment regarding family plans

### **IX. Non-public Session (If needed, RSA 91-A:3 II (a,b,c,d,e,f,g,h,I,j,k,l) )**

None

### **X. Adjournment**

**Faith Minton made a motion seconded by Mike Smith to adjourn the Select Board meeting.**

**Roll Call Vote Seidel YES Minton YES Smith YES**

The meeting adjourned at 3:56 PM

Respectfully submitted by Tracy Doherty 1/30/2025 @ 7:45 PM

Edited by Darcie Buskey, Assistant Clerk