

AGENDA FOR MAY 13, 2008  
WARREN SELECTBOARD  
WARREN TOWN HALL  
7:00 PM

7:00 PM – PUBLIC HEARING – Warren/RT 100 Entrance Design Proposal from AOT – Proposed Changes Designed Into RT 100 Paving Project. (AOT Representative present only for the above intersection).

- 2) Safety Report Intersection Changes: West Hill Road@ Golf Course Road,
- 3) West Hill Road @ West Hill Extensions/Inferno Road

7:30 PM - HOUSING VT – WHEELER BROOK PROJECT (BLUE TOOTH) – Open Cut of Access Road for Hydrant line vs. Boring under the Access Road.

8:30 PM - FESTIVAL OF ARTS – ADDITIONAL MONEY REQUEST – Lori Klein

8:45 PM – OTHER BUSINESS

Approval of Minutes from April 22, 2008  
Department of Public Works Job Description/Ad  
Bicycle Safety Course – Mad River Health Center  
Paving – Brook Road  
Town Truck Purchase  
Signature Items

**MINUTES OF MAY 13, 2008**  
**WARREN SELECTBOARD**  
**WARREN TOWN HALL**  
**7:00 PM**

**MEMBERS PRESENT:** Burt Bauchner, Chair, Barry Simpson, Andy Cunningham, Erin Russell-Story, Kirstin Reilly.

**OTHERS PRESENT:** Rudy Elliott, Pam Learner, Lori Klein, Fat (Norris) Weston, Chris Kathan, Charlie Snow, Kara (Valley Reporter), Alex Maclay, (TV44), Patty Sue Carter, Butch (Alan) Hartshorn, Chris Sallerson, Tony White, Gene Bifano, Kathy Beyer, Allison Friedman, Bill Nedde, Cindi Jones.

**7:10 PM** – Meeting Called to order by Mr. Bauchner.

**7:11 PM – PUBLIC HEARING – Warren/RT 100 Entrance Design Proposal from the AOT** – Mr. Bauchner announced that the AOT representative had cancelled. He announced that the town received a proposed design change of the northerly intersection of RT 100/Warren Village. In there proposal the AOT wants to eliminate the slide lane at the present intersection and make a “T” intersection. Mr. Kathan and other fire fighters addressed their concerns concerning the changes. The proposed radius turning north on RT 100 is a 35 foot radius and the town’s largest fire truck would be turning out into the south bound lane. The department was concerned about site visibility looking to the south. Mr. Hartshorn expressed a concern that traffic coming out of Warren going north heading for West Hill, would be stacked up on RT 100 and could cause more rear end accidents at the intersection. Also presently big trucks now need the whole “T” intersection to turn onto RT 100. Mr. Hartshorn thought the intersection might work if it was located more towards West Hill when pulling out of Warren Village. Mr. Simpson expressed that there could be a concern that the town trucks pulling out of the town pit could and also cause a problem at the intersection. The town trucks in the winter currently take the entire south bound lane to turn on to RT 100. The speed on RT 100 was an issue with the possibility of the stacking of traffic on RT 100. Ms. Reilly indicated that at a meeting she had with the AOT to reduce the speed limit, that they would consider reducing the speed on RT 100 from Ellen Road to the South end of Village.

West Hill Road/Golf Course Road – Ms. Jones presented the first recommendations of making this intersection safe from the engineers site visit (See attached). These recommendations were temporary measures with signs/stop bar/visual cues to slow down traffic. The best suggestion in the long term was to acquire the section before on down hill side by Phelan’s and remove the old/dead maple tree and straighten out the road to eliminate the speed.

Lincoln Gap/Inferno – At this intersection the state recommended that the town “T” to the Inferno Road and eliminate the “Y” intersection as is. Mr. Bauchner suggested that at the next meeting that the board start at 6:30PM and have a site visit and take public comment on these two road intersections.

**7:30 PM – HOUSING VERMONT – WHEELER BROOK PROJECT (BLUE TOOTH) Open Cut of Access Road for Hydrant Line vs Boring under the Access Road.** – Kathy Beyer, Allison Friedman, Central VT Land and Trust and Bill Needy from Lansing and Krebs, Civil Engineer. Ms. Beyer explained that construction will start in about a month on July 1<sup>st</sup>. They are here tonight to seek permission to open cut the Sugarbush Access Road rather than boring under it to install a new fire protection service line. The new fire hydrant line to serve the development will be an 8” ductile line that tees off the Sugarbush Snow Making line.

The site plan shows the snowmaking line on the side of the Access Road under the edge of pavement. They would have to excavate into the road on the side where the snowmaking line is to undercover line and weld in a tee for the valve and hydrant, regardless of whether they excavate or bore the pipe. This would take a portion of the Access Road although less than ½ of road way will be impacted for the “T”.

Mr. Hartshorn indicated that the other valves for the other hydrants on the Access Road are located on the outside side of the snowmaking line (away from the road bed) and that the valve is located on the top and that as a result less of the road would be impacted. According to Paul Bedard from Sugarbush the Golf Course line is laid side by side the snowmaking line. The proposed valve would be installed towards the project side and would be in the road. Mr. Kathan stated that there are not two lines running up the Access Road as stated by Mr. Hartshorn. There is only one line up the access road.

The proposal is to open cut the Access Road vs boring because of the cost of issue for project. It would be approximately \$30,000 to core bore and tap the line and involves a bore pit on project side and receiving pit on waterline side. They would have to set a sleeve under the road and run the 8’ ductile pipe through the sleeve and it has to come out at the right elevation. The propose plan is to saw cut, trench, compact the material, back lift it 12 times, 95 standard compaction back to the pavement. If they did the boring then they would be compacting and filling a box. Ms. Jones asked who would be responsible for line maintenance. Mr. Nedde indicated that it is a private line and that the development/developer would be responsible for any maintenance or repair issues. Mr. White had an issue with “T” being located in the road way because of plowing reasons even through the pipe is 6’ deep. The valve would be too exposed and a concern that during plowing that the wing or plow would catch on it and rip it out. Mr. Bauchner asked how much the project would be saving if they opened cut the Access Road. Mr. Nedde responded saying that the project would save about \$23,000 by not boring into the road. Ms. Jones asked if they would have traffic control and that the road would be open to traffic at times. Mr. Nedde responded in saying that they would have appropriate traffic control and it would be open. Mr. White requested that the pavement should be done by transitioning out from the cut about 10’, be smooth and flush with the existing pavement and not just fill the open hole. Mr. Kathan stated that his concern was that private developers always cut costs and corners with public safety and that he was against the cut and that the maples had to bore under Access Road for the Maples. Mr. Snow indicated that it would need to be compacted really well or there would always be a sink

hole. Mr. Kathan and Mr. Hartshorn indicated that they needed confirm first where the pipe is and find out that there is only one line running up the Access Road. Mr. Bauchner asked if they could also follow-up with the utilities to see if they can put other utilities in the same trench on a shelf instead of having another line running over head.

**8:15PM** – Motion by Mr. Simpson to approve the open road Cut of the Sugarbush Access Road for the Wheeler Brook Project contingent upon: finding the exact location of the pipe before proceeding with the main excavation, compacting the fill really well in 12 inch lifts, having the supervising Engineer, Bill Nedde from Lansing & Krebs, supervising the on site during the entire procedure, providing test and certification of the compaction, doing lifts with compactor, the pavement must be cut back at least 10' feather out each side of cut, the valve must be on the inland side of the pipe on the north side on the outside of pavement, and investigate bringing other utilities (electric, telephone, cable TV) into the trench, insulating the pipe at least 6" around the pipe and at least 2" on top of the pipe and work must be done in the summer season. One full travel lane of the road must be kept open all times for ordinary traffic and emergency vehicles with appropriate signage and traffic control personnel. If the work is not completed in one day, the excavation must be closed with steel street plates overnight. Second by Ms. Reilly. All in Favor: VOTE: 5-0.

**8:20 PM – FESTIVAL OF ARTS – ADDITIONAL MONEY REQUEST** – Lori Klein –The Festival of Arts are again requesting to have the street fair on Saturday, August 2 and make it an open ceremony from 1:00-7:00 PM. It will be the opening ceremony for the month long Mad River Valley Festival of the Arts. The Warren Arts Commission (Virginia Roth) has committed \$300 toward the event. They would like to hire "Jacks Band". The band would play from 4:00-7:00 PM but they need about \$300 more. They would like make this an introductory event for other events happening through out the month. The band alone needs \$1,000 to play for the event. They have asked for donations from the three village business to kick into the event. She is asking if the selectboard had any ideas for getting the additional \$300. Ms. Russell-Story asked if the Sugarbush Chamber could provide money, but they do not have any funds to do that. Mr. Bauchner asked Ms. Klein about closing a section of Main Street off. Ms. Klein responded in saying that it would only be from Flat Iron down to the intersection of Brook and Main. Mr. Bauchner stated that they would need to have some sheriff patrol. Mr. Kathan stated that the fire department did not know about the event and that Flat Iron and Brook Road were lined with cars and that emergency vehicle could not get through. If there was a fire, the trucks would have had to go out the south end of town. Mr. Bauchner indicated that the town did not have any funds available to give towards the event, and that Ms. Klein must include in her budget for the Fair adequate funding for the Sheriff to supervise the closing of Main Street and the related parking and traffic control. Mr. Elliott suggested that they charge a \$1.00 for entrance like the 4<sup>th</sup> of July. Mr. Cunningham suggested that they charge the vendors for setup as a source. Ms. Klein indicated that they would ask for donations as well. Mr. Bauchner indicated that would agree to grant a permit and that Ms. Jones would give Ms. Klein the application and the sheriffs department number to get an amount for the sheriff. Mr. Cunningham suggested that Ms. Klein talk to the Warren Fund.

**8:35 PM - OTHER BUSINESS:**

**8:36 PM – SAND CONTRACTOR QUOTE** – Ms. Jones prepared a spread sheet with the costs for hiring a contractor to haul the sand vs the town road crew hauling the sand. Mr. White was present to explain the cost benefits to hiring a contractor. With only 4 men on the crew presently, having the sand hauling contracted out that it would free up the road crew to work on the roads and other projects instead of tying them up trucking 8 hours a day. Each of Newton's trucks would haul 14 yards each and hauling would be done by July 1<sup>st</sup>. They would haul it for \$8.63 a yard not by the hour and it does not include the cost of material. The total cost to the town is the \$8.63/yard and \$4.25 for the material for a total cost per yard if \$12.88 for 4000 yards of sand and the town would get 800 yards of rock roughly for about \$51,000 If the Town were to do it, the cost would be around \$72,000 with fuel, cost per mile for wear and tear on the trucks, around \$18,000 for the labor alone. The town would save \$20,000 and they would have the road crew available.

**8:40 PM** – Motion by Mr. Cunningham to approve the Newton Construction cost quote for trucking 4,000 yards of sand, second by Mr. Simpson. All in Favor: VOTE: 5-0.

Mr. White reported that the work on Ramón's truck is now in for "re-plumbing": all the hydraulic lines are being replaced.

**New Truck Purchase** – Motion by Mr. Cunningham to authorize the purchase of the new town pickup not to exceed \$44,000 for the cab and chassis from Fosters Motors in Middlebury in any color but white, second by Ms. Russell-Story.

Secondary Running Around Truck – Mr. Cunningham stated that he and Mr. White were going on Saturday to look at a second hand private sale truck for doing errands and for the DPW on Saturday.

Motion by Mr. Bauchner to authorize Mr. Cunningham to look at this second hand truck with Mr. White and to purchase it for an amount up to \$4,000, second by Mr. Simpson. All in Favor: VOTE: 5-0.

**9:05 PM – Right-of-Way Easement** to install a telephone/DSL line off South Hollow Road at the intersection of West Hill Road – Mr. Bauchner presented the sketch drawing showing that the line is going around both culverts up the South Hollow Road. After much discussion it was voted as follows:

Motion by Ms. Erin Russell-Story to approve the Right-of-Way easement with the normal depth/proper sleeving, top fill, proper compacting, and flagging the location, second by Mr. Simpson. All in Favor: VOTE: 5-0.

**9:25 PM – Department of Public Works Job Description** – Mr. Bauchner read the finalized copy of the Department of Public Works Job Description prepared by Mr. Cunningham and Ms. Russell-Story. (See attached).

Motion by Ms. Reilly to approve the DPW job description, and to publish it immediately in various print and internet media, second by Ms. Russell-Story. All in Favor: VOTE: 5-0.

**9:35 PM – Bicycle Safety Course – Mad River Health Center** – Ms. Reilly indicated that she had talked with Sue Frachette at the Mad River Health Center and she had volunteered to take the adult bicycle safety course. She indicated that she had spoken to Leigh Clark, gym teacher at Warren Elementary School, to take the children's course.

**Safe Route to School Grant** – Ms. Reilly reported that the town had received a grant for \$9,600 for the educational part of the Safe Routes to School Program. She indicated that next year the town could apply for money for improving the infrastructure for walking and biking routes to school.

**9:40 PM – Approval of Minutes for April 22, 2008** - Motion by Mr. Cunningham to approve the minutes of April 22, 2008, second by Ms. Reilly. All in Favor: VOTE: 5-0.

**9:41 PM – Stone Environmental Water Sampling Tasks for IDP Requirement** – Motion by Mr. Cunningham to approve the water sampling tasks for the required IDP permitting for \$9,259, second by Ms. Russell-Story. All in Favor: VOTE: 5-0.

**9:42 PM** – Motion by Mr. Cunningham to authorize Mr. Bauchner to sign the agreement on behalf of the town, second by Ms. Russell-Story. All in Favor: VOTE: 5-0.

**9:45 PM – School Water Line/Tank** – Mr. Simpson reported the Warren School Water Line/Tank is proceeding forward as they received the funding. Mr. Simpson indicated that about 2 years ago it was discussed about running a water line from the flag pole with a "T" an elbow to a curb stop for a future bathroom.

Motion by Mr. Cunningham to authorized Mr. Simpson to look into this and cost, second by Ms. Russell-Story. All in Favor: VOTE: 5-0.

**9:50 PM – School Playground** – Mr. Cunningham was requested by the Community Playground Committee to ask about using the road crew for help on the play ground. They are redoing a good portion of playground and asking if they can ask the road crew to dig holes and regrade around the structures and want to do it in July. Ms. Jones asked if dig safe has been notified and that they need to be very careful digging around that area as the sewer lines and tanks are located in that area. Ms. Jones indicated that they would have to coordinate with Eric Howes about mowing the area when they are doing the construction project. They also had to be careful with what kind of trees they plant as some trees root out to water lines.

**9:55 PM** – Paving Section of Brook Road from Freeman Brook Bridge – Mr. Simpson stated that Wilkes Paving will be colplaining and paving the bridge. They are only paving 100’ up Brook and about 150’ down Brook Road from the Bridge. Wilkes was suppose to fax us a quote for paving that section as they were going to pave Monday so that the board could act on the cost. As of this meeting, there was no quote available and no action was taken.

**10:05 PM - Fire Department follow-up** – Chris Kathan – Mr. Kathan asked if the state had looked at the intersection of Covered Bridge and Route 100 during the paving reconstruction. Ms. Jones indicated at this time they had not looked at this, but she would follow-up with the AOT about this.

Mr. Kathan also stated that the department received a grant for the new radios for the trucks and that they were being installed this week. The 5 radios that came out of fire trucks were donated to the road crew so that they could have their own frequency.

Fire Escape Hatch – Mr. Kathan also stated that the fire escape hatch was proceeding forward.

**10:10 PM** – Request of Space for Sheriffs Holding and Processing Area- The board discussed the possibility of space in the Ruby Blair House for this. Also the front apartment was discussed for the DPW office.

**10:15 PM** – Motion by Mr. Bauchner to move into Executive Session to discuss personnel and inviting Ms. Jones, second by Ms. Russell-Story. All in Favor: VOTE: 5-0.

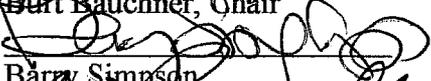
**11:00 PM** - Motion by Ms. Russell-Story to come out of Executive Session, second by Ms. Reilly. All in Favor: VOTE: 5-0.

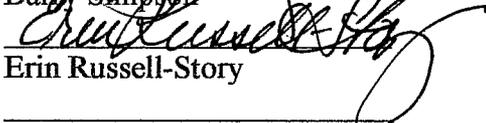
**11:15 PM** -Motion by Mr. Bauchner to adjourn, second by Mr. Cunningham. All in Favor: VOTE: 5-0.

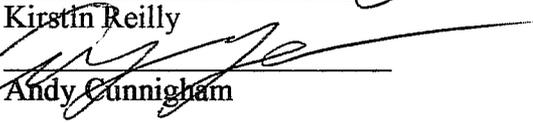
Minutes Respectfully Submitted by,  
Cindi Hartshorn-Jones, Warren Town Administrator

Warren Selectboard

  
Burt Bauchner, Chair

  
Barry Simpson

  
Erin Russell-Story

  
Kirstin Reilly

  
Andy Cunningham