

WARREN SELECTBOARD  
MINUTES OF OCTOBER 14, 2008  
WARREN MUNICIPAL BUILDING  
7:00 PM

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

**OTHERS PRESENT:** Rudy Elliott, Chris Kathan, Raemon Weston Jr., Craig Klofach, Michael Ketchel, Josh Schwartz, Jim Sanford, Andreas Lehner, Bill Peatman, Cindi Hartshorn-Jones, Barry Simpson.

**7:00 PM** – Meeting Called to order by Mr. Bauchner.

**7:01 PM – Road Crew Check In** – Raemon Weston Jr. – Mr. Weston started the discussion off by updating the board on the recycling/reclamation of the bank run sand product being stored at the pit. The crushing was going very well until the contractor had broke down and they should be back in operation by Monday and within two weeks will be done crushing. Much of this product is used for graveling and maintaining the roads in mud season. He also noted that the gravel, vehicle and maintenance repair, and fuel budgets were over. He also expressed that they should looking at replacing the 1995 Mack (salt truck) and possibly ordering for next spring. Mr. Weston would look into the State and a few other towns on when they turn around their trucks to forecast expenditures for replacements. Mr. Weston also reported that Mr. White, Mr. Simpson, and himself attended a winter road maintenance workshop and found it very informative. They will try some of the ideas that were presented this winter from this workshop. Especially ideas in de-icing the roads before the roads buildup to a solid packed down iced road. Mr. Weston expressed to the board that they should look into a side arm mower for Blueberry Lake. Ms. Jones was working on permitting for improving the dam for maintenance.

Mr. Simpson and Mr. Weston also reported that they had finished their interviews with the road crew applicants. Their recommendation to the board that had the most experience was Mr. Chris Kathan.

Motion by Mr. Cunningham to approve the hiring of Mr. Kathan full time effective as soon as possible, second by Ms. Reilly. All in Favor: VOTE: 4-0.

Ms. Reilly inquired about the mowing of certain roads that the sections of knotweed had not been cut yet. Mr. Weston reported that all the roads have been mowed including Lincoln and West Hill where there is sections of knotweed are present.

Ms. Reilly also inquired if the road crew had an email account. Ms. Jones indicated that they did not have an email account and would look into setting one up. Mr. Weston also expressed that he would like to have small room with a desk and file cabinet. Currently

the computer is housed in the bathroom away from dust and debris. The road crew would check at BGS and see what they had available used.

Mr. Simpson reported that the town hall project was moving forward on the foundation. The contractor has removed the old ramps and stairs and has begun putting on the insulation outside the foundation. They also repaired the rotting sills that were on the south side of the building. The concrete has been poured for the elevator entrance and the back entrance. They will replace the mold sections inside downstairs as soon as the drainage and foundation is done.

**8:15 PM – Planning Commission Check In** – Michael Ketchel, Jim Sanford and Craig Klofach. Mr. Ketchel started the discussion off by updating the board that Planning Commission survey has gone out to the public for comments concerning Warren Village, changing zoning districts and what people would like to see Warren in 2010. Mr. Ketchel also asked the Selectboard on what they wanted to do with the Ruby Blair Building. Mr. Simpson explained that they would like use the building on an interim use for facility use and for construction transition of offices if work is going to be done to the municipal building in the future. Mr. Ketchel explained that the Town would need to apply to the DRB for a Conditional Use Permit for facility use. Mr. Bauchner indicated that he would like to see the Planning Commission consider creating a civic zone which includes the Town Hall and all areas over to the Church. The Planning Commission will look at this. The Planning Commission is also checking with the Listers on tax implications if they did change the zoning districts.

The Planning Commission also asked for more clarification on the sewer system expansion. The Commission still does not have a clear idea on what parcels are on the system currently, what parcels are the non-participating providers in the service area, and per household flows. Currently the town has two parcels that want to connect outside the service area, but Act 250 has to be amended to add them. They are favorably looking at allowing this. Currently any parcel located within the sewer system service area can now apply for the permits to hook on to the system. Ms. Jones suggested that the Planning Commission ask FA&A to come to a PC meeting and explain this. Ms. Jones would assist in setting up a meeting with FA&A and the Listers.

The Planning Commission also reported that the Town Garage site is clean of any soil contamination and that they now can look at redevelopment on that site. Mr. Ketchel also inquired if a legal opinion had been received on the deed restrictions of the Coates Gravel Pit. The town would like to see if these could be amended to allow the Coates Gravel Pit be an option of relocating the town garage. Ms. Jones would follow-up.

**8:40 PM – Fitness Trail** – Andreas Lehner Warren School – Mr. Lehner came to the Selectboard to check in with them regarding the plan of a fitness trail at the school. The Playground Committee is applying to the Valley Recreation District for a grant of \$5,000 for a 20 station fitness center. This would be readily available for children and adults. These stations contain instruction signs and exercise apparatus to promote good health. The Committee is looking at two locations: One locating them around the perimeter of

the septic fields, or clustering them in a wooded site that has been cleared behind the school between the small baseball diamond and the woods; some of it could in fact go into the woods with a little clearing. The Committee would avoid infringing on the septic fields a will keep a fire lane clear. One advantage of placing it adjacent to the main playground would mean that it would be available for kids to use in PE classes, recess and afterschool, and those parents could use it while their children played on the playground. It would also be available for use by adults in the community. The school playground committee was asking the town for their support as the town owns all the land at Brooks Recreation Field. Mr. Simpson, DPW, mentioned the fact of the entire current weed whacking at the field is very time consuming. The plan would have to make it so it is easy to mow. Ms. Jones also asked if the stations were maintenance free and if not, who would maintain them. Mr. Lehner responded in saying that the Playground Committee would be responsible. Ms. Jones wanted to also ensure that the fields and the fire lane were kept clear around the school. Mr. Simpson also mentioned the fact that there is a lack of rest room facilities. Mr. Bauchner requested that Mr. Simpson work with the Playground Committee on this project and that the board was favorable to the project.

**8:50 PM – Joshua Schwartz – Mad River Valley Planning District** - Mr. Schwartz introduced himself to the board. He has been on the job for 3 months and brings to the Planning District background in municipal planning and regional planning. He is working on inter-municipal planning projects such as the car pool/van pool initiative. He has provided assistance with Warren on the Transportation Enhancement Grant for the Whiteside parcel for Warren. He is currently working on setting up the 3-town wide Valley Select board summit scheduled for November 13, 6:00 PM at the Waitsfield School. He also has been assisting with the Forest Wildlife Summit and working with the Constables Association. The Mad River Valley Planning District offers communication support and was involved with Sugarbush on ACT 250 projects. Mr. Simpson expressed that he would like to see the district working Warren, Waitsfield, and Moretown and possibly getting Fayston involved in establishing an outpost in Warren. He also expressed that the district should be looking at development of renewable energy sources and work with all the Valley Towns on Valley wide pre-mitigation disaster plan. Mr. Schwartz's thanked the Selectboard for inviting him to the meeting and thanked them for their comments.

**9:00 PM – Constable Check in – Bill Peatman** – Mr. Peatman reported that he has responded to some alarms in Sugarbush, and issued a few warnings on the Sugarbush Access Road. He also provided traffic control for the Council of the Arts and for the Safe Routes to School Bike & Walk event. He assisted in a raid in Sugarbush and assisted in an incident on the Brook Road that the VSP was called in for to take control of the scene. The VSP indicated that Mr. Peatman had handled the incident correctly. He has been doing night patrols on the Golf Course Road, responded to a hit and run and a car that was down over an embankment. He also has been patrolling the Lincoln Gap Road, the Skateboard Park, the Airport, and Bobbin Mill Road. He has been out patrolling 2 nights a week for about 6-7 hours per night. He attended the Constable Training and in 2010 constables will require full certification. This involves an entrance physical and a

psychological exam along with 58 hours class/instruction and 60 hours with a VSP Officer or a county sheriff. The board thanked Mr. Peatman for his time and checking in with the Selectboard.

**9:15 PM – Roots Work Request for Extra Book Cases From the Library –** Roots Work sent a letter to the Selectboard asking for any extra book cases that were left over from the library move after the municipal building personnel took any that they needed and any remainders to be given to the Roots Work.

Motion by Mr. Cunningham to give any extra book cases that were not used to Roots Work, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

**9:25 PM – Public Comment on Warren’s Pre-Mitigation Disaster Plan –** Ms. Jones presented a draft version of Warren’s Pre-Mitigation Disaster Plan that the town and Central Vermont Regional Planning have been working on. The Pre-Mitigation plan is necessary so that the town can apply for FEMA funds in the event of a disaster. Mr. Bauchner inquired about Sugarbush and if there was a possibility for them to open a designated Red Cross Approved Shelter. Ms. Jones would follow-up with Sugarbush.

**9:29 PM –** Motion by Mr. Bauchner to approve the draft version of the Pre-Disaster Mitigation Plan, second by Mr. Cunningham. All in Favor: VOTE: 4-0.

**9:30 PM – Approval of CDM Mapping Updates and Mapping Website Hosting –** The board was presented with two contracts from CDM. One contract is for ArcIMS web hosting services of the Warren Web Mapping Site for \$2,500. The second contract is for Geographic Information System Service for Parcel Updates for \$3,500. The money for these two contracts was already approved at Town Meeting 2008.

Motion by Mr. Cunningham to authorize Ms. Robinson to sign the contracts on behalf of the Town, second by Ms. Reilly. All in Favor: VOTE: 4-0.

**9:35 PM – Selectboard Vacancy –** Mr. Bauchner surveyed the board on regard to the open Selectboard seat and where to proceed. The board had advertised the position and 6 good candidates had expressed an interest in the position. The Selectboard had decided in one of their last meetings to have the candidates file petitions for an election in November, none came forward. Mr. Cunningham favored waiting until Town Meeting Day. Ms. Reilly favored re-looking at the applicants. Ms. Russell-Story favored waiting until town meeting day as BCA Hearings and the Budget Process was a lot for a new person to jump into. She also suggested looking at former Selectboard members that might fill the position until March who had experience in BCA Hearings and budgeting. Mr. Bauchner expressed his opinion that the original candidates were interested but did not want to commit the time into getting signatures and submitting a petition. He was in agreement that the board asks some of the former Selectboard members to fill in the vacancy until March. The members of the board would call a few of the old board members to see if they were interested.

**9:45 PM – Winter Road Closures** – Mr. Weston Jr., discussed with board the No Winter Maintenance roads that were listed and warned. After looking at the list, Mr. Weston suggested that The Hanks Road, South Hollow Road and the Bobbin Mill be taken off the list as these roads did not pose a safety risk for town employees. South Hollow Road and The Hanks Road served quite a lot of residents. On South Hollow, Mr. Scanzillo, at the end of the road, has substantially made and widen a turn-around for the town truck for easy access. The Hanks Road with the last homeowner's help has a sufficient turn-around. The Bobbin Mill Road has a sufficient turn-around as well. Roads that are still on the list to be site visited on October 25, 2008 are Whitworth Road, Shepard Hill Road, Cockleburr Farm Road, Applewood Road, Roth Road (very end) and Blueberry Lake Road. A public hearing is scheduled on October 28<sup>th</sup> for these roads.

**9:50 PM – Other Business** –

**Frontier Chemical** – The Town was presented with an invoice from Frontier Chemical RRP Group for \$2,000 to go towards the super fun cleanup site in NY. In 1986 the town shipped one 55 gallon drum of hazardous material to this plant. The plant since then is now closed down and the site has been declared a superfund site and all parties that shipped Frontier are asked to pay an amount towards the cleanup. With payment it releases the town from any liability.

Motion by Mr. Cunningham to pay the \$2,000 and authorized Mr. Bauchner to sign the release of liability, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

**9:55 PM – Byway Grant Program** – Mr. Bauchner had met with Steve Gladczuk from Central VT Regional Planning on site locations for an informational sign. They looked at the Millstone Parking Lot, near the bandstand and at the municipal complex by the church. After much discussion it was decided to put the sign by the covered bridge between the Groom's and Cota's. The board has asked the Warren Historic Society to develop the sign information.

**9:58 PM** – Mr. Bauchner inquired if board had reviewed the Washington County Sherriff's statistics for The Town of Warren. This is the report that goes into the town report. There were no questions.

**10:00 PM** – The board also discussed BCA legal expenses and agreed that they should come out of the Capital Appraisal Account.

**10:03 PM – Conservation Charter**- The board was presented with the Conservation Charter to sign and record in the town records. The only change to the Charter is changing the members from 7 members to 9.

Motion by Mr. Cunningham to approve the change in the Conservation Charter from 7 members to 9 members, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

**10:05 PM – Minutes from September 23, 2008** – Motion by Ms. Russell-Story to approve the minutes of September 23, 2008, second by Ms. Reilly. All in Favor: VOTE: 4-0.

**10:10 PM – Safe Routes to School** – Ms. Reilly updated the board that the Warren Bike & Ride to School was a success. Over 112 students participated in the program along with many volunteers who were stationed at spots in town for safety. The next Safe Routes to School meeting is Wednesday, October 29 from 5:30-8:30 at the Warren School.

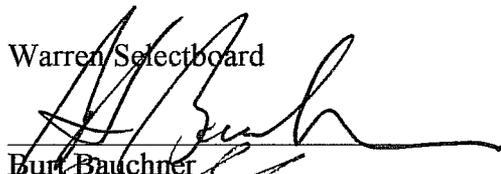
**10:15 PM** – Motion by Mr. Bauchner to go into Executive Session to discuss real estate and personnel inviting Mr. Simpson, Mr. Weston and Ms. Jones, second by Mr. Cunningham. All in Favor: VOTE: 4-0.

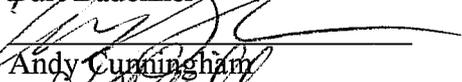
**11:10 PM** – Motion by Ms. Russell-Story to come out of Executive Session, second by Ms. Reilly. All in Favor: VOTE: 4-0.

**11:20 PM** – Motion by Mr. Bauchner to adjourn, second by Ms. Reilly. All in Favor: VOTE: 4-0.

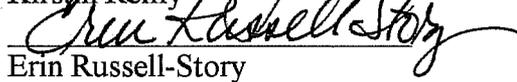
Minutes Respectfully Submitted by,  
Ms. Cindi Hartshorn-Jones,  
Warren Town Administrator

Warren Selectboard

  
Burt Bauchner

  
Andy Cunningham

  
Kirstin Reilly

  
Erin Russell-Story