

**MINUTES FOR JANUARY 27, 2009**  
**WARREN SELECTBOARD**  
**WARREN MUNICIPAL BUILDING**  
**7:00 PM**  
**UNAPPROVED**

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

**OTHERS PRESENT:** Barry Simpson, Joshua Schwartz, (MRVPD), Liza Walker, (VT Land Trust), Margo Wade, Cindi Hartshorn-Jones, Kara (Valley Reporter). Skyler (TV 44).

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

**7:11 PM – CAPITAL BUDGET MEETING** – The meeting started with discussions of the allocation requests for the 2009 budget year. The board discussed dropping the Fire Dept. Reserve fund by \$5,000. Ms. Jones indicated that she had a conversation with the Fire Chief, Chris Kathan, regarding this. The discussion ended that the Fire Dept. would like to keep the allocation at \$60,000 instead of reducing it to \$55,000 and not fund the standpipe fund. The board agreed with this. Mr. Simpson presented to the board at this time a 10 year Capital Replacement Highway Equipment plan. The plan represented that the town would have to fund the Capital Highway Plan more than what has been allocated over the past few years. However, after looking at the comprehensive plan and funding, Capital Replacement Purchases may have to extend more than 8 years. The board decided this budget year to allocate \$110,000 to the reserve account. The board also decided to reduce the Town Reappraisal Allocation from \$30,000 to \$10,000 as the town has just completed a reappraisal. The board also put on the Town Meeting Warning a special article requesting that \$150,000 be transferred from the Reappraisal Capital Account to the Highway Reserve Account. The voters will vote on this at town meeting. After revisions were made, the total capital budget allocations presented for 2009 is \$327,500.

Motion by Mr. Cunningham to approve the Capital Budget as presented after revisions, second by Ms. Reilly. All in Favor: VOTE: 4-0.

**7:40 PM – OPERATING BUDGET FINALIZATION** – The first item regarding the General Budget was freezing all salaries except the Road Crew who is under a Union Contract and is guaranteed a 3% raise until 2010. The board felt that they had a valuable staff and that they all recognized that this year a going to be tough economic year. Hours were discussed and Ms. Jones had sent over the hours that all the personnel work to the board. All are under 40 hours except the lister and the road crew. Ms. Reilly suggested a 1-2% possibly as a compromise that everyone is giving up something. After much discussion concerning salaries the board decided to freeze all salaries across the board.

In the highway budget the board dropped bridges from \$50,000 to \$35,000 and also reduced gravel/crushing by \$2,000, Salt by \$1,000, Chloride \$1,000, paving \$5,000, diesel \$2,000 and signs posts by \$1,000.

Culverts/Guardrails are up because the road crew will be installing asphalt/steel corrugated pipe culverts which will hold up better than the black plastic culverts that crack and sink.

#### **OTHER BUSINESS:**

Sugarbush Expansion Municipal Impact Questionnaire – The board received a Municipal Impact Questionnaire that was presented to the town from Sugarbush that is required by ACT 250. Having just received the information on the 27<sup>th</sup>, the board requested that Ms. Jones scan the document and that they would review it.

More Tax Appeals – The board received letters from the town's attorney that they would be making an appearance at the state level for the town on more tax appeals.

Mr. Simpson brought to the board information on a pavement cutting saw with cart/kit/tank for \$1,894.69 which did not include blades. He discussed this with the fire department as well to see if they wanted to purchase one. Together the town would save 15% the purchase. The board discussed this and if both departments had allocated the cost in their budgets, then they could purchase them. This led into a discussion that the town should establish a Purchasing Policy Limit. Ms. Russell-Story would work on wording for this to review at the next meeting.

Coates property possible interest of others – Steve Stitzel, Land Use Attorney for the town, indicated that from researching all the deeds and permits, that all interests have been extinguished.

Mr. Cunningham reported that the school budget is looking very good. He was informed that the average teacher salary is 2-3% below the average state teacher's salary. They also had reported increased enrollment.

**8:45 PM – APPROVAL OF MINUTES FOR JANUARY 20, 2009** – Motion by Mr. Bauchner to approve the Minutes for January 20, 2009 as amended, second by Mr. Cunningham. All in Favor: VOTE: 4-0.

Vermont Local Roads Workshop – Mr. Bauchner received a letter indicating that Raemon Weston, Anthony White, Richard Robinson, Barry Simpson, and Christopher Kathan, all passed the requirements of the State of Vermont Registered Flagger course. Each member received a wallet card as proof of their qualifications.

Town Meeting Warning: Motion by Mr. Cunningham to approve and sign the Town Meeting Warning as presented, second by Erin Russell-Story. All in Favor: VOTE: 4-0.

**9:50 PM – MAD RIVER PLANNING DISTRICT – JOSH SCHWARTZ – RE: BYWAY GRANT PROJECT – TOP GAS PROPERTY** – Ms. Schwartz along with Liza Walker and the Conservation Commission Member Margo Wade discussed the project By Way Funding Project. Back in 2008 MRVP and Warren had applied for grant to fund a welcome center at the old “Top Gas” property. Mr. Schwartz pointed out that RT 100 has been designated scenic byway and that they would like to re-submit the application for this project. This property would be a great value to the byway program as it has scenic value, habitat wildlife value and stream bank stabilization. Mr. Russell expressed that she did not think that the town would want to be a long term owner of the parcels. Mr. Schwartz explained that to apply for funding in the byway program that the applicant had to be a municipality or a non profit. He described the back 50 acre parcel to be fairly steep/wet near the river and is land locked with some wooded area. Mr. Bauchner asked if it could be used for agricultural purposes. Mr. Schwartz responded in saying no. The Conservation Commission indicated that there could be some possibility of logging. Ms. Wade indicated that the Byway Program restricts selective cutting in the by way area but there could be some that is not in the by way. Mr. Simpson indicated that he thought in some of the deeds that there was a right-of way across other owner’s property so that it could be logged. Other items discussed that were that it would be another link to the Mad River Path to join the Path from Warren to Moretown. Ms. Wade expressed that the Conservation Commission would contribute up to \$8,000 to make part of the 10% match required. The Conservation Commission did not want to contribute the whole 10% match as they agreed that the other partners should cover some of the 10% match and did not want the Town of Warren to carry the full cost of the match. .

The Conservation Commission also stressed that they wanted to keep the 1 ½ northern acre protected as there has been a documented wildlife crossing. They also wanted to keep the flood plain forest protected. The ANR would pickup the Riparian buffer easement. The Selectboard agreed to three items: 1) The Town would be interested in serving as property owner if the grant is funded. 2) The Conservation Fund would contribute \$8,000. 3) That an individual from The Town serves as liaison to help work on the project. (See Attached Memo). The board also appointed Ms. Russell-Story as the contact person on the project.

Motion by Mr. Cunningham to approve \$8,000 from the Conservation Fund to put towards the project match, second by Ms. Reilly. All in Favor: VOTE: 4-0.

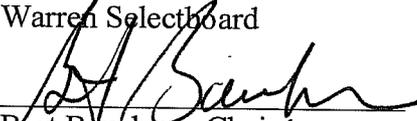
**9:30 PM** – Motion by Ms. Reilly to go into executive session to discuss real estate and invite, Josh Schwartz, Margo Wade, Liza Walker, Cindi Jones, Barry Simpson, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

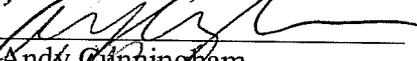
**10:00 PM** – Motion to come out of executive session by Mr. Cunningham, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

**10:05 PM** – Motion to adjourn by Mr. Bauchner, second by Mr. Cunningham. All in Favor: VOTE: 4-0.

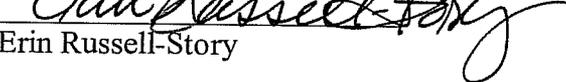
Minutes Respectfully Submitted by,  
Ms. Cindi Hartshorn-Jones  
Warren Town Administrator

Warren Selectboard

  
Burt Bauchner, Chair

  
Andy Cunningham

  
Kirstin Reilly

  
Erin Russell-Story

Mad River Byways Welcome Center Project

Draft - 1.27.08

<b>Cost Breakdown</b>	
Acquisition, Subject to Appraisal	\$225,000
Appraisal	\$3,500
Title Review/Title Insurance	\$1,500
Legal Work for Purchase & Easement	\$4,000
Stewardship Endowment	\$8,000
Materials for Timber Frame	\$3,000
Roofing Materials	\$1,500
Display Boards	\$3,500
Benches	\$1,500
Landscaping	\$1,000
Permits	\$150
	<b>\$252,650</b>

<b>Local Matching Funds</b>		
Town of Warren Conservation Reserve Fund	Cash	\$8,000
Grant Administration	In-Kind	\$2,000
Construction and Installation of Welcome Center	In-Kind	\$5,600
VLT/MRV Fund for Easement Activities*	Cash	\$10,000
		<b>\$25,600</b>
	<b>Match of Total</b>	<b>10.13%</b>

# MEMO

To: Warren Selectboard  
CC: Joshua Schwartz  
From: Warren Conservation Commission *MSW*  
Date: January 27, 2009  
RE: Byways Grant Application (Top Gas/Jacobs parcels)

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The Warren Conservation Commission supports the proposed project to redevelop the Top Gas parcel and conserve the abutting 50-Acre parcel both of which are currently owned by Bruce Jacobs. The MRVPD is preparing to resubmit a Byways grant application to cover 80% of the funding needed to purchase the parcels. The purpose of the Top Gas site redevelopment is to improve the current condition of the site and provide a location for a southern Mad River Valley gateway/welcome center. The purpose of the conservation of the 50-Acre parcel is to provide a home for a permanently protected section of the Mad River Path, protection of a portion of the Mad River along with the associated flood way and riparian zone and permanent conservation of a parcel with many high priority conservation attributes. To that end, the Warren CC recommends an allocation from the Warren Conservation Reserve Fund of up to \$8,000 to cover a portion of the local match required for the byways grant. Project partners currently include: The Chamber of Commerce, Mad River Path Assoc., VLT, MRVPD, Friends of the Mad River and the Town of Warren.

Items listed below outline the must haves and concerns of the Warren CC and conditions of the CRF allocation.

## Must Haves:

- Permanent conservation easement on the 50-Acre parcel to be held by an appropriate, to be determined, easement holder (i.e. VLT, Town of Warren) with the allowance for the Mad River Path and other conservation compatible uses.
- Inclusion of a riparian buffer conservation easement to be help by ANR. Further investigation is needed for this. These are relatively new protection mechanisms and we need to further vet this with ANR.
- Permanent conservation/protection of the existing flood plain forest located on the northern portion of the Top Gas parcel. This natural community is very rare in the state and Warren. They occur in low, flood-prone areas, sometimes near ox-bows. During periodic flooding, their soils are replenished with nutrient-rich silt, which supports the vegetation found in the floodplain forest.
- Redevelopment of the existing Top Gas parcel not to expand the existing developed foot print of the site (developed foot print includes the existing structures and pavement)

### **Warren Conservation Commission Support and Concerns**

The project was presented to the Warren Conservation Commission at its 2/20 meeting. The Conservation Commission expressed support for the project and recommended \$8,000 to be allocated from the Warren Conservation Reserve Fund. The support is conditioned on the following: the 50-acre parcel receive a permanent conservation easement with allowance for the Mad River Path, both parcels be subject to a riparian buffer conservation easement, and a permanent conservation easement for the northern portion of the 1.5 acre parcel. The Conservation Commission also expressed concern regarding the any future development of a bridge linking the two parcels. No such river crossing is proposed at this time.

### **Request of Warren Selectboard**

Both input and support are sought of the Warren Selectboard. First, the success of the project hinges on the Town of Warren serving as owner of both parcels. Maintenance is minimized through a proposed agreement with the MRV Chamber of Commerce to maintain the Welcome Center structure and an endowment through VLT for the conservation easement on the 50-acre parcel. The Town of Warren would hold responsibility for plowing and general upkeep of the parcels.

Secondly, funds are requested from the Town of Warren Conservation Reserve Fund. \$8,000 has been recommended by the Warren Conservation Commission. These funds are crucial in providing for the grant program's required 10% match.

Thirdly, the Selectboard is being requested to appoint an individual to serve as a liaison for the project. Details in regards to funding, future uses of the parcels, etc. will be determined prior to the grant application's 2/13 deadline.

Your consideration of this project is greatly appreciated.