

Agenda
Warren Selectboard
Tuesday, June 22, 2010
7:00 PM
Warren Municipal Building

✓ 7:00 PM – Road Questions from Residents regarding: Private/Public Mixture of Applewood Road and Woods Road.

✓ 7:20 PM – Road Crew Check In – Ray Weston

7:30 PM – Dept. of Public Works – Barry Simpson

- ✓ 1. Status of Access Road Culverts
- ✓ 2. Status of Structural Component of Energy Efficiency Grant
- ✓ 3. Status of Solar Collector Possibility on Town Property

✓ 8:10 PM – Approval of Minutes June 8, 2010 and June 14, 2010

✓ 8:20 PM – Planning Commission – Michael Ketchel, PC Chair, - Personnel Reviews of Town Employees

✓ **Agenda Subject To Change Last Minute**

Minutes of June 22, 2010
Warren Selectboard
Warren Municipal Building
7:00 PM

Members Present: Andy Cunningham, Chair, Bob Ackland, Anson Montgomery, Kirstin Reilly.

Members Absent: Matt Groom.

Others Present: Barry Simpson, Ray Weston, Ben Nostrand, Sarah McDougal, Alex Maclay, Cindi Jones, Rudy Elliott, Ari Sadri..

7:00 PM – Meeting called to order by Mr. Cunningham.

7:05 PM – Road questions regarding Private/Public Mixture of Applewood Road and Woods Road – Mr. Norstrand and Ms. McDougal came before the board to inquire about where Applewood Road officially ends. The town highway maps state that the mileage of the town road is .20 miles in length. Both Mr. Norstrand and Ms. McDougal, who live on Woods Road off Applewood, perceive that it ends at the polo field. Mr. Weston, road foreman, commented that it ended at the farm house driveway at the 1st power pole where the driveway went to the Klein barn that was originally there. The Woods Road Owners Association who lives on Woods Road are going to upgrade their section of the road and want to know officially where the town road ends. Mr. Cunningham commented that they should do some research at the town clerk's office and if they find that the road continues further, then to come back to the Selectboard.

7:20 PM – Road Crew Check In – Ray Weston – Mr. Weston updated the board that the reclaiming has been completed on Lincoln Gap from the Hanks Road up to the Government Road. They crew will be putting additional drainage in that stretch of road before it becomes paved. The crew is presently working on the East Warren Road replacing the culverts before reclaiming and paving by Gorman proceeds. They have one culvert left to do, and then the road will be ready for reclaiming and paving after July 4. Next week the crew will be out mowing the roads in preparation for the July 4th activities. Mr. Weston and Mr. Simpson have started interviewing the candidates for the open road crew position.

7:25 PM – Department of Public Works – Barry Simpson

Status of Access Road Culverts – Mr. Simpson met with Sugarbush regarding the plan on the Access Road and they plan on removing the old pipe, lay the pipe in a bed and stone trench which would come up to the present culverts. Any construction work affecting the road would require road fabric before patching. Mr. Cunningham inquired of the board their thoughts on which way to proceed. The Town has done some minor water diversion on some parts of the road currently.

Mr. Ackland commented that the Town was late in coming in on the project and would like to see an engineer report. Mr. Ackland also inquired about the condition of the current culverts. Mr. Weston responded that some of the culverts have already failed as they are split in the middle and should be replaced. Mr. Ackland commented that the Town should directly talk to Tatro about the culvert replacement as it would benefit both parties to replace the culverts concurrently.

Mr. Cunningham commented that the Town should replace as many culverts with what the Town could do with its financial resources. At the last Selectboard meeting of June 14, 2010, the board authorized purchase of extra culverts as the pricing was good and the Town had it in the existing budget. The Access Road would have to be paved in phases. The slide on the Access Road will have to be fixed, but that would be down the road as would a complete engineering report of the Access Road would be pushed out to a further date.

Mr. Montgomery commented that if the Town culvert project could come together with the Sugarbush snow making line replacement, then replacing the culverts would be a good start. He would like to see the Town put out an RFP with a scope of the project and have some competitive bids along with Tatro's bid.

Mr. Cunningham also commented that The Town needed to hold to the letter of the permit that was issued to Sugarbush and they would be responsible for fixing what they disturb.

Mr. Weston commented that the Town did the patch paving from the bottom up to the Sugarbush Inn and has records on the cost and dates. He also commented that Sugarbush would need to patch pave what they breakout but top coat from the center line out. If it was just patched paved on the side, it would make it very difficult to plow and maintain in the winter. Mr. Weston also commented that it would benefit both parties by doing the project now.

Mr. Cunningham commented that it should be done this summer as a separate project. Mr. Ackland commented that the Town should try to negotiate with Tatro. Ms. Jones commented that she needed costs on the other parts of the project by Tatro to proceed with more financial analysis. The consciences of the board was that The Town should try to do the project this coming year as costs will go up if the Town waits until next year.

8:00 PM – Structural Engineering Component of Energy Efficiency Grant – Mr. Simpson reported that DeWolf Engineering will be providing a drawing for the old library roof that will enable structural certification for the extra weight of the insulation and for the snow loads. The East Warren School would have a box beam installed to accommodate larger bearing plates to be screwed on the existing plates.

Status of Solar Collectors on Town Properties – Mr. Simpson indicated that he met with the Planning Commission regarding this possibility. The Planning Commission was interested in the idea and had questions about visibility from the road, whether to do solar collectors or possibility to locate more near the school. Mr. Simpson reported that he received from GMP that all the town buildings together use 77,000 kilowatts per year and that the school uses 150,000 kilowatts per year. Possible sites discussed were: Brooks Field, The Dump site and the Town Garage Pit.

Mr. Cunningham inquired of Mr. Simpson does the Town have time to do this? Mr. Simpson indicated that the deadline was July 15, but it was a possibility that it would be extended. Mr. Cunningham commented that he did not feel that the board should be forced into a decision now and directed Mr. Simpson to continue on gathering information. Mr. Cunningham also inquired if any other of the town buildings had been considered? Mr. Simpson indicated that the town hall had some maple tree blockage, the municipal building roof was too high for access but the Warren School roof might be a consideration. Mr. Simpson will continue on gathering more information.

8:10 PM – Other Business – Mr. Simpson inquired of the Selectboard that he had someone approach him to rent apartment 1 in the Blair house. At this time the board deferred any decision or discussion.

8:15 PM – Mr. Ari Sadri, General Manager of the Pitcher Inn, came to the board to discuss the letter sent by the Town regarding the 24/7 access to the Pitcher Inn Pump Station. Previously, Simon Operations, Barry Simpson, DPW, and Ms. Jones met on this issue and had come up with a proposed plan of action. Proposed was to paint the steel hatch a dark brown to blend into the ground, put a 2x4 frame around the hatch to protect the hatchway when open from bark and mulch entering into the pump station. Mr. Sadri, was not satisfied with this solution as aesthetically it was part of the Pitcher Inn's gardens. The board felt that Simon Operations needed to meet with the owner and discuss what other options could be done.

Mr. Sadri also inquired on why the old vacant Alta building still had to pay fees when it is vacant? Ms. Jones commented that every wastewater user who wanted to be on the system signed an agreement for allocation on the system during the construction. All construction of system to each building was paid for by the Town and through EPA Grants. The system is permitted for 20,000 gallons with a reserve capacity of around 6,100 for emergency residences within the service area. Even through the building is vacant or a lot is vacant, the user is paying for the sewer allocation as per agreement.

Letter from Dave Sellers On Wastewater Rates – The Selectboard acknowledge a letter from Mr. Sellers regarding the wastewater structure of fees. Ms. Jones explained that prior to construction there was a group of citizens formed to come up with a rate structure and the end result was a two part charge which consisted of a base charge which pays for 70% of the operation and maintenance and the usage charge which pays for 30% of the operation and maintenance. After collecting usage data for the first two years, it was determined that Warren's users were very low water users and most of the users on the system were non residential and were not living here on a full time basis. It was determined to leave the rates for both parts as flat rates as the usage charge would not be able to sustain operation and maintenance costs of the system, which in turn would make the base charge very expensive for the users. The Town also has a loan for \$830,000.00 that the every tax payer pays on in their property taxes. If this cost had been added to the users of the waste water system, they would not be able to afford the rates. The average operation and maintenance budget costs have been from \$52,000- \$62,000 over the past 7 years.

8:35 PM – Accounts Payable – Warrants for The Town of Warren Dated 6/16/2010– Motion by Mr. Ackland to approve the warrant for \$18,850, second by Mr. Montgomery. All in Favor: VOTE: 4-0.

8:40 PM – Approval of Minutes for June 8, 2010 – Motion by Ms. Reilly to approve the Minutes of June 8, 2010, second by Mr. Montgomery. All in Favor: VOTE: 3-0.

8:41 PM – Approval of Minutes for June 14, 2010 – Motion by Mr. Montgomery to approve the Minutes of June 14, 2010, second by Ms. Reilly. All in Favor: VOTE: 4-0.

8:45 PM – Personnel Reviews – Planning Commission questions – Ms. Miserandino, a member of the Planning Commission, came to the board to ask about procedure. Mr. Cunningham commented that he and other members were not part of the first review process. Ms. Jones commented that personnel reviews were a form of communication between the employee and the boards that they supply administrative services to. Ms. Jones had provided to each employee an evaluation/comment form that is used for input on what the employee does, and if they need any additional training. The PC is by state statute responsible for appointing the Zoning Administrator. They also may have comment on how they want to change things or procedures. The PC will then give them back to the Selectboard and provide any comments. Mr. Cunningham commented that the PC is not acting in a supervisor capacity.

9:00 PM – Motion by Mr. Montgomery to adjourn, second by Mr. Ackland. All in favor: VOTE: 4-0.

Minutes Respectfully Submitted by,
Ms. Jones, Warren Town Administrator

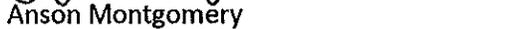
The Warren Selectboard



Andy Cunningham, Chair



Kirstin Reilly



Anson Montgomery

Bob Ackland

Matt Groom, Vice Chair