

AGENDA  
Tuesday, July 27, 2010  
Warren Selectboard  
Warren Municipal Building  
7:00 PM

7:00 PM – Sullivan & Powers CPA – Fred Duplessis

7:20 PM – Warren Skateboard Park Update-- April Smith, Pierre Hall

7: 40 PM – Complaint by Drumley’s Property Manager, Peter Reynolds, Regarding Slide Brook Tavern.

8:00 PM – Department of Public Works  
Sugarbush Access Road Status/update

8:25 PM – Approval of Minutes for July 14, 2010

8:27 PM – Approval of Warrants (Accounts Payable for the Town of Warren)

8:30 PM – Other Business

\*Agenda subject to change last minute\*

Minutes of July 27, 2010  
Warren Selectboard  
Warren Municipal Building  
7:00 PM  
**UNAPPROVED**

**Members Present:** Bob Ackland, Andy Cunningham, Chair, Matt Groom, Anson Montgomery.

**Members Absent:** Kirstin Reilly.

**Others Present:** Peter Peff, Rudy Elliott, Neal Ferenc, Peter Reynolds, Gary Kessler, Susan Klein, Alex Maclay, TV 44/45, Barry Simpson, Fred Duplessis, Tim Seniff, Cindi Jones, Kara, Valley Reporter.

**7:05 PM** – Meeting Called to order by Mr. Cunningham.

**7:06 PM – Sullivan & Powers Town Auditors – Fred Duplessis** – Mr. Duplessis walked the board through the Town of Warren's 2009 audit report. He explained that the Town is on a cash basis and in many small towns it works well. He explained that the report shows all the accounting for the governmental funds, cash receipts, cash disbursements and changes throughout the year. At year end 12/31/2009 the Town had a fund balance of \$434,223 and that town had overspent by \$59,568 from the budget of \$2,464,482 that was passed by the voters. The audit also shows the accounting for the long term debt of \$949,395 which consists of the Wastewater Bond, Fire Pond Bond and the School Stage Bond. Mr. Duplessis also stated that towns should carry about at 10-15% fund balance at the end of the year, which helps support the town expenses until taxes are billed in July. The Town of Warren is at 16%. Also accompanying the financial audit are notes to the financial statements and the independent Auditors' Report. They also present a management discussion/analysis letter that follows explaining any material weaknesses or significant deficiencies. The Town has been taking care of on the small items yearly and Mr. Duplessis explained that the staff at the Town as always been great to work with.

Mr. Montgomery inquired of Mr. Duplessis what was the one action point that the town needed to work on. Mr. Duplessis answered that it was the accounting manual as it changes yearly from state changes and staff turnover which has happened in a lot of towns. The accounting manual is one item that is critical because it enables someone new to be able to know how the town operates and how it does its accounting. Mr. Ackland inquired if they there was an off the shelf type of manual? Mr. Duplessis commented that he could provide samples of other towns as a reference, but each town's is a little different in their procedures and flow of financial management. He would forward a few samples to look at.

**7:30 PM – Warren Library – Authorization from The Select Board to pursue a \$542.00 grant for the Library** – Ms. Kahn, Warren Librarian, sent to the board a letter that the Warren Public Library is pursuing a \$542.00 grant to continue the pilot after-school book club. This small grant would cover 6 weeks of the after-school program for the spring of 2011. The program adds 4 hours per week to the 7 budgeted for children's services, plus 7% for FICA and \$80 for materials, mostly craft supplies. If awarded to the Warren Public Library, they would not have to include the extra expense their budget for 2011.

Motion by Mr. Montgomery to authorized the Warren Public Library to purse the \$542.00 grant, second by Mr. Ackland. All in Favor: VOTE: 4-0.

**8:00 PM – Department of Public Works Check in – Barry Simpson** – Mr. Simpson updated the board on roads that were damaged during the last micro burst storm. The Brook Road has a washout just above the Dump Road by the little waterfall that pours out of the bank. The road crew plans on putting in some drainage stone and putting in some 2x4 concrete blocks to stabilize the road.

Charlie Ashley Road – A culvert that belongs to a private land owner failed during the storm because of improper installation. The failed culvert caused about a 30' area in length of road damage exposing electrical lines in conduit and telephone lines. The road crew has dumped in about 2 loads of material to make the road passable to one way traffic until the power company and the phone company repairs their lines. The road crews will then go back and repair the road once the utilities have been repaired.

Fuller Hill Road – A culvert just above the Murray Hill Road failed and the road crew has replaced that culvert and has done some erosion control measures.

Main Street Culvert – By Brum's & Streeters – This culvert has significantly failed as the excessive flow of water tore up the bottom metal section and has restricted flow with other debris. This culvert has been awarded FEMA Mitigation Funds for replacement; however, the money is tied up in the congressional budget and cannot be released until the congressional budget passes. If the culvert continues to deteriorate with more storms, it is possible that section would have to be closed as it might not be able to sustain heavy weight of trucks. Mr. Simpson is meeting with the ANR Wednesday to discuss what can be done.

Sugarbush Access Road Culvert Replacement – The snowmaking line replacement project is going slower than originally anticipated and Mr. Simpson has been getting complaints concerning traffic wait times. One complaint was that a person was told they were going to have to wait for about 20 minutes which turned into a 30 minute wait. The contractor, Tatro, is making a good faith effort on keeping the traffic flow at a 15 minute intervals. The Sugarbush engineer also has requested that Sugarbush put in additional drainage pipe along the snowmaking line. This pipe is SDR 34 - 4" perforated pipe that they are adding, then adding stone and fabric. They have come across the Town's 18" drainage line which has been working quite well and Sugarbush is repairing that line if they tear it out from working on the main line. Mr. Ackland inquired if Sugarbush was running on time with this project? Mr. Simpson responded in saying that the revised schedule is now 9/19/2010.

Mr. Groom inquired if they have gotten to the first culvert? Mr. Simpson responded that the first culvert was below Tishman Road about a 100' and that Tatro went under it with no disturbance to the headwall. Mr. Simpson also indicated that the Sugarbush's contract states that if Tatro disturbs the headwalls, mail boxes etc that they have to repair them. In looking at the new proposal all the old culverts and materials will be taken to the town pit. Any headers will be repaired as needed. Mr. Cunningham questioned about the pavement. The contract states \$185/ton to include final prep of sub grade, supply and placement of type II asphalt in two lifts. Ms. Jones inquired if it should state in square yards not by the tonnage so that the quantity could be measured accurately so that the town does not over pay in asphalt. Mr. Simpson responded that he had been talking with Mr. Weston, Road Foreman and he had mentioned that as well. The pavement patch would be about 3" with compaction. Mr. Simpson stated it would be better to have the pavement patching done in conjunction with the contractors sub.

Mr. Ackland inquired if they were doing compaction testing? Mr. Simpson responded that a company called VT Testing was doing compaction tests. Mr. Ackland commented that the Town should have copies of the compaction test records. Mr. Simpson would take this up with the contractor. Mr. Cunningham inquired why the price per ton was so high. Most of the cost is for the manual compaction and short area labor which is very time consuming.

The proposed road closure for culvert installation would be from August 4-18<sup>th</sup>. It would be weekdays only, during work hours and the portion of road closure would be from Tishman Road up to Fortna Road. Signs would be placed at the Access Road/RT 100, Access Road/German Flats, RT 17/German Flats and RT 17/RT 100 for notification. The town would have to alert all the emergency agencies.

Mr. Elliott inquired why all the material was being dumped at the Bobbin Mill Pit. Mr. Simpson commented that Tatro is using the Bobbin Mill as a storage site for the spoiled material and buying sand from the Bobbin Mill for the project.

Mr. Ackland raised a concern that priority money has been moved to the Sugarbush Access to help with this project and what happens if the Main Street Culvert fails completely. Mr. Cunningham stated that the Town did have other options such as borrowing, or as per the town attorney, that the Selectboard could borrow from the Capital Account Bridges, as long as there is a legal motion of how much, interest charged and how they would fund it back to the Capital Reserve Account if it came down to an emergency repair.

Motion by Mr. Ackland to approve the contract proposal submitted by GW Tatro for the amount of \$63,512.03 and authorize the Chair of the Board, Mr. Cunningham to sign on behalf of the Town, second by Mr. Groom. All in Favor: VOTE: 4-0.

**Energy Audits** – Mr. Simpson commented that there will be two energy audits for the Town on the Town Hall and the Main Street Fire Station taking place on Monday, August 2. This is primarily through the Central Vermont Regional Planning. There could also be some grant money available depending on what they find that could help make energy efficiency measures. He also stated that he had put an ad in the Valley Reporter seeking volunteers for this committee. From the last Selectboard Meeting Mr. Montgomery was charged in taking this task forward. Mr. Montgomery commented that he has received some interest and should have a preliminary report at the next Warren Selectboard Meeting.

**Other Business – Green Mountain Stage Race – Gary Kessler** – Mr. Kessler came before the board to ask permission from the Warren Selectboard to hold the Stage 1 (time trials) again in Warren Village. Mr. Kessler works very closely with the homeowners along Flat Iron Road and also with the traveling public travelling up Brook Road. He has received positive feedback from the Warren Store and it brings a lot of people to the valley. Over the past two years, any complaints received, Mr. Kessler follows up and eliminates them the following year to make the event go very smoothly. The race is scheduled for Friday, September 3. He also is requesting have authorization to have use of the roads in Warren primarily East Warren Road, Brook Road to Route 100. If Waitsfield agrees, the race on Sunday would come up the East Warren Road from Waitsfield down Brook Road to Route 100 and there would be groups of 100-120 staged about 15 minutes apart. The riders would be clear of Warren after the hours of 10:00-10:30. He might also investigate looking at Plunkton Road to Route 100.

The board was in agreement of the route and requested that Mr. Kessler come back with the Festival Permit and with the route defined.

**Closeout Agreement Grant Agreement between the Agency of Commerce and Community Development and the town of Warren – Wheeler Brook Housing Project -**

The Warren Selectboard received the final Closeout Agreement for The Wheeler Brook Housing Project to sign as the final documents to close the project out with the Agency of Commerce and Community Development. After reviewing the document the board motioned as follows:

Motion by Mr. Groom to authorized Mr. Cunningham, Chair, to sign the Closeout Document with the Agency of Commerce and Community Development for the Wheeler Brook Housing Project, second by Mr. Groom. All in Favor: VOTE: 4-0.

**9:35 PM – Approval of Warrants (Accounts Payable for the Town of Warren) –** Motion by Mr. Ackland to approve the warrants a presented, second by Mr. Groom. All in Favor: VOTE: 4-0.

**9:37 PM – Approval of Minutes for June 14, 2010 –** Motion by Mr. Groom to approve the minutes of June 14, 2010, second by Mr. Ackland. All in Favor: VOTE: 4-0.

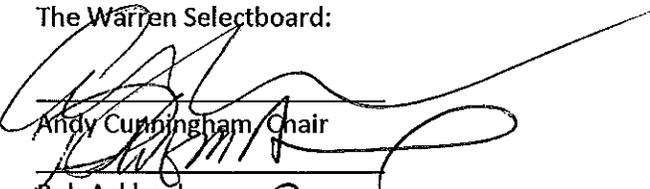
**9:40 PM –** Motion by Mr. Ackland to go into executive session to discuss personnel and invite Ms. Jones, second by Mr. Montgomery. All in Favor: VOTE: 4-0.

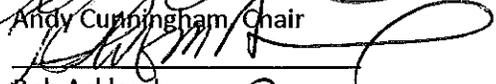
**10:00 PM –** Motion by Mr. Groom to come out of executive session, second by Mr. Montgomery. All in Favor: VOTE: 4-0.

**10:15 PM –** Motion to adjourn the meeting by Mr. Montgomery, second by Mr. Ackland. All in Favor: VOTE: 4-0.

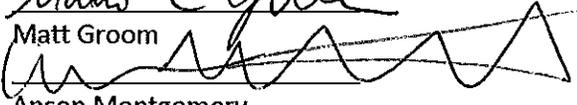
Minutes Respectfully Submitted by,  
Cindi Jones, Town of Warren Administrator

The Warren Selectboard:

  
\_\_\_\_\_  
Andy Cunningham, Chair

  
\_\_\_\_\_  
Bob Ackland

  
\_\_\_\_\_  
Matt Groom

  
\_\_\_\_\_  
Anson Montgomery

\_\_\_\_\_  
Kirstin Reilly

Library Grants Committee  
Ashgate Publishing Company  
101 Cherry Street, Suite 420  
Burlington, VT 05401-4405

Attn: Library Grants Committee--Allyssa Stevens & Nick Willey

Thank you for the invitation to apply for a grant in 2010. Warren Public Library is requesting \$542 to continue our pilot after-school book club. The requested amount covers a 6 week after-school program for spring 2011. The program adds 4 hours per week to the 7 budgeted for children's services, plus 7% for FICA. We have allowed \$80 for materials, mostly for craft supplies.

With funding from the Winnie Belle Learned Fund and the Turrell Fund we have been able to offer two six-week sessions of an after-school book club for elementary age students (2<sup>nd</sup> grade through 5<sup>th</sup> grade) at the Warren Public School, partnering with the Warren After School Program (WASP), one in the fall of 2009 and the other in the spring of 2010. The club, led by our children's librarian, Colleen Mays, focuses on reading for fun. Activities explore book related themed projects, using varied art mediums. The fall 2009 program had a native American theme. The spring 2010 program was based on the -ology series (Pirateology, Egyptology, Oceanology, Monster-ology) and the children built a pirate ship, played a board game based on Egyptian Archaeology, played ocean themed card games and painted their own large imaginary monster still on display in our children's library.

The program encourages reading, research, imagination, creativity, and exploration. We expect that participants will gain increased enthusiasm for reading and books. We have found that boys, in particular, have responded positively to our craft centered reading program. Starting with our fall 2010 session, we will be asking parents to fill out a survey on the results of participation in the program for their children.

Attached are photos from the summer-reading program, which also includes book themed craft activities.

The Town of Warren very generously funded the necessary upgrades and repairs to the historic Warren Town Hall. The Warren Public Library's new space is on the main floor of this building. Our local community donated generously to cover the cost of new furniture and fixtures, new computers, an expanded and updated collection and additional programs. We also applied for and received several grants to support the move to the new library space. The Warren Town Meeting voted our full budget request for 2010. This budget included additional hours for a library assistant to work with volunteers to cover our rising circulation and demand for service.

Contact information:

Deborah Kahn

Director

Warren Public Library

PO Box 287

413 Main Street

Warren, VT 05674

802 496-3913

[warrenlibrary@gmavt.net](mailto:warrenlibrary@gmavt.net)

<http://www.warrenlibrary.com/warren/>

# Warren Constables Office

July 27, 2010

**To: Town Select Board**

**From E. J. Bifano 1<sup>st</sup> Constable**

**Re: Investigation of Noise Complaint – Slide Brook B&B and Restaurant**

Per the Town Managers Request I made noise checks at the Slide Brook two different days at two separate times each day evening.

Friday 7/23/2010

I drove to the area around the Slide Brook. @ 2300. I parked outside the Slide Brook in the Common Man parking lot. NO activity at the Common Man. I waited with my windows open for about 5 minutes – only sounds heard was talking – no music. I then drove to the two Drumleys parking areas. The one South of the Common Man no voices were heard. I drove to the Drumleys north of the Common Man. The condo area directly across the road from the Slide Brook I heard some voice of talking people. I drove to the far end of the lot and very faintly heard the voices.

I patrolled up to SB, the golf course and the other condos and returned to the Common Man parking lot.

At 2345 I again parked in the Common Mans parking lot and waited 10 minutes. I heard some voices and noticed people leaving the Slide Brook. Departed @ 2356

Saturday 7/24/2010

I drove to the parking lot of the Common Man @ 2330. I parked in the Common Man parking lot with my windows down. There were still lights on in the Common Man. I detected no discernable noise other then people in the parking lot getting ready to depart. I drove to the two Drumleys parking areas. Heard no noise at the South end and at the north end just occasional voices.

I patrolled the area up on the mountain and returned to the Common Man Parking lot @ 2348. The only sounds I heard was some occasional talking. Departed @ 2355.

On Saturday July 24, 2010 I stopped into the Slide Brook and spoke to Erick about the noise complaints I was advised about. He advised me h keeps his doors and windows closed to keep noise in. He also stated he closes his bar by 0030 instead of 0200 in an effort to work with his neighbors, as well as cancelling Wednesday specials in concern for his neighbors.

I advised him that from time to time the Constables will e monitoring for excessive noise.

Overall I did not hear any band noise or what I would consider excessive noise. The only sounds heard were voices from time to time outside the Slide Brook.



Gene Bifano  
1<sup>st</sup> Constable.

CC. J Campbell 2<sup>nd</sup> Constable