

Agenda  
Warren Selectboard  
Tuesday, January 25, 2011  
7:00 PM  
Warren Municipal Building

✓ 7:00 PM – Capital Budget Hearing/Budget Approval

✓ 7:30 PM – Road Cut Application for Hilary & Terry O'Brian

7:50 PM – Approval of Minutes for January 11, 2011

7:55 PM – Approval and Signature on The Town Meeting Warning

8:00 PM – Warrants – Payables of The Town of Warren

8:05 PM – Other Business

*EOS Contract*

*Jamie Carroll - Navy using Lincoln*

✓ *Dam, GLG Funding - MAC, Ellen*

**Minutes of January 25, 2011**  
Warren Selectboard  
Warren Municipal Building  
7:00 PM

**Members Present:** Andy Cunningham, Bob Ackland, Matt Groom, Anson Montgomery, and Kirstin Reilly (Left at 800PM).

**Others Present:** John Goss, Barry Simpson, Mac Rood, Ellen Strauss, Jim TV 44/45, Cindi Jones, Kara Valley Reporter.

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

**7:07 PM – Capital Budget Hearing** - As required by the Vermont State Statutes this hearing was noticed in the paper to all the taxpayers to come and express any comments. There was much discussion on how the Capital Budget is projected to the public. The board looked at each allocation and there was a discussion that the Town was going ahead 2 years earlier of a replacement truck for the 2001 old single truck as it was projected to be replaced in 2013. Mr. Groom was concerned that the replacement was ahead of schedule according to the schedule that Mr. Simpson had done. Mr. Cunningham looked at schedule and the next truck would be the 2005, 2007 closing to every other year. In a previous discussion in December from Mr. Weston, the 2001 truck has been increasing in maintenance every year and it was going to cost more in repairs to keep it as a front line truck then move up to a replacement truck. The 2001 would be more cost effective as a backup – light duty not front line duty. Other things factored in were the great incentives on trucks being offered now and this truck would cost less than the last replacement. Mr. Montgomery commented that Butternut Systems had just delivered a toughbook computer to the road crew to set up a truck maintenance program and track the maintenance costs of each truck which will be a great asset for maintenance costs.

Mr. Ackland commented that he disagreed with the Capital Account Structure and that it was not a complete planning and process. He commented that each department should be able to determine long term on a yearly basis what they would need and plan for it in their budgets. He had a problem in taking \$420,500 and putting this in a so called “rainy day fund”. The Town Building Improvements has been hit pretty hard due, to the fact that it has been used on large maintenance items for the old town buildings. It was used for engineering during the Town Hall/Library Process, garage lighting, unanticipated underground storage tank problems, etc. Most of the capital accounts do have schedules for repairs like Bridges, Highway, fire, fire protection/standpipe, Conservation fund has no plans to ask the Selectboard to buy any land in the near future. The Dam and Covered Bridge Fund – some was used during the renovation of the Covered Bridge, and is used for any big Blueberry Lake Dam Preservation work as required by the state inspection as it is a Class 1 Hazardous Dam. Mr. Simpson commented that the town would have to begin looking for a chipper as we currently use the Town of Roxbury who uses our side arm mower. Mr. Cunningham commented that it is in the budget. Ms. Strauss commented that the town has old historic buildings and that they do require a bit more maintenance work than other buildings and that it is part of the historic qualities of Warren Village. Mr. Rood commented that there are things that just can’t be pre-planned for in the future and that the Capital Funds were designed to cover major costs. The Selectboard has authority and control of spending from these accounts. Mr. Cunningham commented that he thought the Capital Budget format and how it was used in the past has been very good and conservative.

Motion by Mr. Cunningham to accept the Capital Budget as presented, second by Mr. Groom. All in Favor: VOTE: 4 (Mr. Ackland abstained from voting.)

**8:15 PM – Timber Crib Dam Update** – Mac Rood, Ellen Strauss – Ms. Strauss started the discussion off explaining that the Rural Resources a federal program was giving out grants. The Timber Crib Dam is owned by a private group of citizens. The group is applying for grant from the Community Local Government Grant program to update the designation of the Timber Crib Dam as Warren Village was centered on the river as a mill town. The group felt that this Timber Crib Dam is part of Warren's history and the life cycle of the dam is about 20-40 years before repair is needed. The group has a long time pending stream alteration permit but has not been able to secure that permit or the funds to make repairs. They group is looking for the Warren Selectboard's support to pursue this funding go achieve the designation to leverage more grant funding in the future to repair the Timber Crib Dam.

Motion by Mr. Groom to approve support of the Warren Selectboard for nomination and revision to the National Historic Register for the Timber Crib Dam, second by Mr. Montgomery. All in Favor: VOTE: 4-0.

**Rootswork Repairs to the East Warren Schoolhouse** – Mr. Rood a member on the Rootswork Board updated the board that Rootwork would like to put down hardwood flooring in the upstairs room excluding the radio station and kitchen. They also are planning to upgrade the electrical to add more outlets, upgrade the lighting fixtures upstairs and downstairs and plan on getting this done before the insulation is done. They have secured the necessary permits for the electrical as it is a commercial building. There is no cost to the town as Rootswork is paying for this work. Since it is a town owned building, Rootswork needed authorization from the Selectboard to make these changes to the building.

Motion by Mr. Ackland to approve the improvements as presented by Mr. Rood, member of the Rootswork Board, for flooring upgrade and electrical upgrades, second by Mr. Groom. All in Favor: VOTE: 4-0.

**Road Cut Application for Hilary & Terry O'Brian** – A road cut application was presented by the O'Brian's for relocating and existing driveway further north of its present location. It is located on Senor Road (Kathan Farm). The new owners are renovating the place and want to remove the existing cut and move it about 150' north. Mr. Simpson reviewed the Road Cut Application and the site lines are good and moving 150' north it is a better location than present. The original driveway would be removed after completion as stipulated as a condition on the application along with a map showing the proposed cut.

Motion by Mr. Ackland to approve the Road Access Application with the conditions that the existing road cut would be removed and a map is provided with the application, second by Mr. Montgomery. All in Favor: VOTE: 4-0.

**8:35 PM -Approval of Simon Operation Contract for 2010** – The board was presented with a contract from Simon Operation Services who provides the ongoing maintenance of the Warren Wastewater Decentralized System. Simon Operation Services has been providing their services to the town since the project was completed responding to pump station alarms, step system alarms, assisting in the Annual Engineering Inspection, opening manholes, pumping out manholes, check & exercising valves, check sludge in tanks for pumping, changing carbon filters, fixing leaking valves in the pump stations, replacing pumps. etc. They are the Town's 24/7 Wastewater Maintenance Service. They check the Warren System once a week and provide the Town with excellent service.

Motion by Mr. Groom to hire Simon Operation Services to continue to provide the emergency service of the Wastewater System, second by Mr. Ackland. All in Favor: VOTE: 4-0.

**8:40 PM – Approval of Warrants – Accounts Payable of the Town of Warren** – Motion by Mr. Montgomery to approve the warrants as presented, 1/14 for \$5,362.83, ½ for \$64,151.25, 1/19 for \$5,999.71, 1/24 for \$11,132.84 and 1/14 for \$3,657.66, second by Mr. Ackland. All in Favor: 4-0.

**8:50 PM – Approval of Minutes from January 11, 2011** – Motion by Mr. Ackland to approve the Minutes of 1/11/2011, second by Mr. Montgomery. All in Favor: VOTE: 4-0.

**8:55 PM – Constable Article** – The board was presented with an article to change the Constable Term to a 2 year term limit. The Town currently has two very active constables that are putting a lot of time and effort into this position which requires training, patrolling, and working with the two law enforcement entities. The Town has invested some money into these two positions and the board felt that it was more cost efficient as currently the town votes yearly on its constables.

Motion by Mr. Montgomery to add the article to the Town Meeting Warning 2011, second by Mr. Groom. All in Favor: VOTE: 4-0.

**9:00 Approval of the Town Meeting Warning for 2011** – The board reviewed the 16 articles as presented on the Town Meeting Warning for 2011. – Motion by Mr. Montgomery to approve the Town Meeting Warning for 2011 with the 16 articles, second by Mr. Ackland. All in Favor: VOTE: 4-0.

**Approval of Road Use for the 4X4 Center for Winter Off Road Training for Group of 6 from the Navy** – Mr. Jamie Carroll of the 4X4 Center is again requesting permission to use the top part of Lincoln Gap for a training exercise. The date would be Friday, Feb 11, or Thursday, Feb 10 depending on weather. As in the past the group has restored the area to its original condition as found and provides their own medical personal. They also have re-groomed the trail after the training and take care of public safety and environmental safety. This is the third year that the 4X4 Center has provided this training. The board discussed this and all were ok with the 4X4 Center using the area for training. Ms. Jones will contact Mr. Carroll regarding the approval.

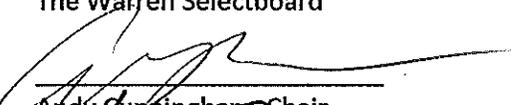
**9:00 PM – Roads – Infrastructure** – Mr. Ackland and Mr. Groom presented to the board a paving funding schedule without state funds and with state funds along with a paved road inventory. Mr. Ackland met with Mr. Weston and projected a timeline for resurfacing and needing major restoration up to 2015. The good news from the analysis is that in the 5 year period that the cost would be around \$1,646,134 to fix the major infrastructure road problems and most of it the cost could be possibly funded out of this year's paving funds. Also discussed was that the board would discuss the infrastructure road maintenance problems to the Town at Town Meeting so that the voters had a good knowledge of what the current state of the roads are and how much it would cost to bring them up to the safety standards necessary.

**9:10 PM – Main Budget** - The board will review the final copy of the Town Budget at its next Meeting on February 8 meeting.

**9:15 PM** – Motion by Mr. Groom to adjourn, second by Mr. Ackland. All in Favor: VOTE: 4-0.

Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

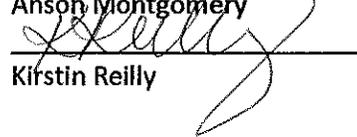
The Warren Selectboard

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

  
\_\_\_\_\_  
Matt Groom, Vice Chair

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

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

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

Town of Warren  
Paving Funding Schedule

***Without State Funds***

	2011	2012	2013	2014	2015
<b>Beginning Balance</b>	\$ 240,532	\$ (68,195)	\$ (486,844)	\$ (1,149,011)	\$ (1,618,477)
<b>Fund source</b>					
Operating Budget	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Budget Appropriations	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Special Warrant	\$ 375,000	\$ -	\$ -	\$ -	\$ -
<b>Total Funds Available</b>	<b>\$ 840,532</b>	<b>\$ 156,805</b>	<b>\$ (261,844)</b>	<b>\$ (924,011)</b>	<b>\$ (1,393,477)</b>
<b>Fund Uses</b>					
Paving Projects	\$ 908,727	\$ 643,649	\$ 887,167	\$ 694,466	\$ 252,657
<b>Ending Balance</b>	<b>\$ (68,195)</b>	<b>\$ (486,844)</b>	<b>\$ (1,149,011)</b>	<b>\$ (1,618,477)</b>	<b>\$ (1,646,134)</b>

***With State Funds - level funded***

	2011	2012	2013	2014	2015
<b>Beginning Balance</b>	\$ 240,532	\$ 42,805	\$ (264,844)	\$ (816,011)	\$ (1,174,477)
<b>Fund source</b>					
Operating Budget	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Budget Appropriations	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
Special Warrant	\$ 375,000	\$ -	\$ -	\$ -	\$ -
State Funding	\$ 111,000	\$ 111,000	\$ 111,000	\$ 111,000	\$ 111,000
<b>Total Funds Available</b>	<b>\$ 951,532</b>	<b>\$ 378,805</b>	<b>\$ 71,156</b>	<b>\$ (480,011)</b>	<b>\$ (838,477)</b>
<b>Fund Uses</b>					
Paving Projects	\$ 908,727	\$ 643,649	\$ 887,167	\$ 694,466	\$ 252,657
<b>Ending Balance</b>	<b>\$ 42,805</b>	<b>\$ (264,844)</b>	<b>\$ (816,011)</b>	<b>\$ (1,174,477)</b>	<b>\$ (1,091,134)</b>

Town of Warren  
Paved Road Inventory

Mileage

			Time line for Resurfacing Paving				
			2011	2012	2013	2014	2015
Roads needing Resurface paving							
Cemetery Rd	P	0.05	\$ -	\$ -	\$ 1,000	\$ -	\$ -
Cemetery Rd 2	P	0.355	\$ -	\$ -	\$ 7,100	\$ -	\$ -
Cover Bridge Rd	P	0.185	\$ -	\$ -	\$ -	\$ -	\$ 3,700
Ellen Ln **	P	0.213	\$ -	\$ -	\$ -	\$ -	\$ -
Falt Iron Rd	P	0.087	\$ -	\$ -	\$ -	\$ -	\$ 1,740
Golf Course Rd *	P	1.208	\$ -	\$ -	\$ 24,160	\$ -	\$ -
Lincoln Gap Rd	P	1.587	\$ -	\$ 31,740	\$ -	\$ -	\$ -
Lincoln Gap Rd 3	P	0.618	\$ -	\$ 12,360	\$ -	\$ -	\$ -
Lincoln Gap Rd 4	P	0.721	\$ -	\$ 14,420	\$ -	\$ -	\$ -
Main St	P	0.931	\$ -	\$ -	\$ -	\$ -	\$ 18,620
School Rd	P	0.329	\$ 6,580	\$ -	\$ -	\$ -	\$ -
Sugarbush Access Rd	P	0.689	\$ -	\$ -	\$ -	\$ 13,780	\$ -
<b>Total Milage</b>		<b>6.973</b>	<b>\$ 6,580</b>	<b>\$ 58,520</b>	<b>\$ 32,260</b>	<b>\$ 13,780</b>	<b>\$ 24,060</b>

\* The dip from Club house to 16th tee will require extra work

\*\* This should be done when West Hill is done

			Time line for Reconstruction Paving				
			2011	2012	2013	2014	2015
Roads Needing Major Restoration							
Airport Rd	P	0.689	\$ 79,900				
Brook Rd	P	0.299					\$ 132,977
Brook Rd 2	P	0.99					
Brook Rd 3	P	1.12					
E Warren Rd	P	2.048			\$ 137,500		
German Falts Rd	P	1					\$ 119,680
Inferno Rd	P	0.995				\$ 382,201	
Plunkton Rd	P	1.204				\$ 159,945	
Roxbury MTN Rd	P	0.961	\$ 453,827	\$ 79,305			
Roxbury MTN Rd 3	P	0.449					
Sugarbush Access Rd	P	2.351	\$ 375,000	\$ 564,344	\$ 749,667		
West Hill Rd	P	1.039				\$ 152,320	
<b>Total Milage</b>		<b>13.145</b>	<b>\$ 908,727</b>	<b>\$ 643,649</b>	<b>\$ 887,167</b>	<b>\$ 694,466</b>	<b>\$ 252,657</b>

**CAPITAL BUDGET PROJECTED FUND**

Updated 01/24/2011

	<i>Reserve Fund Budget Forecast Future Transfers</i>					<i>Forecast Expenditures</i>					
	<i>From General to Reserve Fund</i>										
	<b>Balance</b>					<b>2010</b>					
	<b>1-Jan-11</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>Actual</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>12/31/2010</b>
Highway Department Equipment	\$ 112,848	\$ 160,000	\$ 160,000	\$ 160,000	\$ 160,000	\$ 5,877	\$ 186,000				\$ 274,189
Fire Department Equipment	\$ 252,445	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 5,274	\$ 31,000				\$ 297,616
A. Town Reappraisal	\$ 156,950	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ 9,353	\$ 30,000				\$ 207,924
Town Mapping (State Refund)	\$ 35,204	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	\$ 5,000				\$ 40,266
Conservation Fund	\$ 130,153					\$ -					\$ 150,383
Bridge Repair	\$ 151,357	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -					\$ 161,623
Paving	\$ 240,532	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 42,787					\$ 298,175
Fire Protection/Stand Pipes	\$ 5,463	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 8,493					\$ 1,979
Fire Fighter Training & Personal Equipment		\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ -					\$ -
Library Building	\$ 25,776	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ -					\$ 30,822
Town Building Renovations	\$ 32,259	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,292					\$ 32,023
Town Improvements	\$ 30,582	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -					\$ 38,135
Town Planning & Development	\$ 30,239				-	\$ 400					\$ 29,892
Warren Wastewater System	\$ 16,115	\$ 3,000				\$ 9,660	\$ 9,800				\$ 6,482
State Lister Training Fund	\$ 911					\$ -					1,327.60
Dam & Covered Bridge	\$ 55,224					\$ 608					\$ 54,714
<b>TOTAL</b>	<b>\$ 1,276,060</b>	<b>\$ 420,500</b>	<b>\$ 437,500</b>	<b>\$ 437,500</b>	<b>\$ 437,500</b>	<b>\$ 102,744</b>	<b>\$ 261,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,625,549</b>