

Agenda
February 8, 2011
Warren Selectboard
Warren Municipal Building
7:00 PM

7:00 PM – Public Hearing on Lower Part of Fuller Hill Erosion Control Plan – (From the Intersection of Main Street/ Up Fuller Hill approximately MM 0.226)

7:30 PM – Zoning Fee Schedule – Miron Malboeuf

7:45 PM – Conservation Commission Check In – Caitrin Noel, Robin Bennett

8:00 PM – Approval of Minutes for January 25, 2011

8:05 PM – Approval of Warrants – Accounts Payable of The Town of Warren

8:10 PM – Final Budget Approval

8:25 PM – Other Business

Approval of 4th of July Festival Permit
Lic Lic - Beaver Pond

Minutes of February 8, 2011
The Warren Selectboard
Warren Municipal Building
7:00 PM

Members Present: Andy Cunningham, Chair, Matt Groom, Vice Chair, Bob Ackland, Anson Montgomery, & Kirstin Reilly.

Others Present: Miron Malboeuf, Kara (VR), Jim TV 44/45, Jim Groom, Carol Groom, Barry Simpson, Alice Cheney, Mike Ketchel, Christy Ketchel, Kinny Connell, Peter Brooks, George Schenck, Brendon Gilhuly, Brett Pingree, Caitrin Noel, John, Goss, Ray Weston, Cindi Jones.

7:10 PM – Meeting called to order by Mr. Cunningham.

7:11 PM – Public Hearing discussion on Fuller Hill Erosion Control – Mr. Cunningham started the discussion off by going through the power point presentation on technical, costs, and benefits for the erosion control project for Fuller Hill from the intersection of Main to 1400' up just past Jessie Cota's old house. Mr. Simpson commented that the project was similar to the Dump Road that the ditching would have 1" minus stone and follows the Vermont Local Roads and State guidelines. Mr. Ketchel commented that applying pavement would increase speed and that the specifications didn't follow the town plan of scenic roads (which the state adopted but Warren did not adopt). He felt that the road has moved over toward his property more over the years and liked the ruts, dust, and mud in the spring. The plan did take into consideration of aesthetics of the area and the town had no intention of cutting trees or making unsightly ditches. Ms. Connell commented that this area has been on the Friends of the Mad River list for many years and they have wanted the town to do something with this storm water runoff for awhile. Mr. Ketchel commented that after the 98 flood there was a lot of sub standard material used, however, with today's materials and not being able to find good gravel, the material would be about the same. Ms. Jones commented that the town looked at this area because of the stormwater/erosion run off down to Main Street to the Mad River. A hydraulics report was completed for the area and a certified engineer came to the area, walked the area, and provided solutions from the report and site visit. Other things that could be considered are putting a paved swale within the ditch as Mr. Weston suggested, however, people felt that its pavement. The report and analysis presented is for a Q event recurrence interval in years from 2.33, 10, 25, 50 and 100 year event. Much of the runoff from the road travels at high velocity rates runs across Main Street and some takes a sharp 90 degree angle, runs down Main Street and runs down the Grooms stone patio property across their town sewer as the little sediment drainage line cannot handle the flow rates. Many of the driveway culverts are undersized and the ditch has points where many of these culverts are above ground and water cannot go through them, so it goes around them. Ms. Noel a member of the Friends of the Mad River commented that this drainage area is very steep and hard to control. The Dump Road erosion control project as an example has greatly helped with the storm water problem, however, not being paved water does pool and run down the middle of the road. Mr. Groom commented that he was against the paving as it would change the character of Warren and believes that people would travel faster. Mr. Montgomery inquired what the impact on the river is. Ms. Noel commented that it affects the fish habitat and that all the sediment dumps into the Mad River. Ms. Connell commented that the Friends of the Mad River are seeing the storm evens become more extreme. Mr. Ackland asked are we pushing this forward because we have grant money.

Ms. Jones commented that "No" it was not because of the grant money but because of the ongoing storm water/erosion problem with that section of road. Also it has been on the town' radar but has been delayed due to other road infrastructure problems has been pushed back again for storm water remediation along with the Grooms property being damaged with each high storm even. The Town has been partnering with The Friends of the Mad River and the highway crew has been taking classes from Vermont Local Roads on these types of problems. The projects seem to work out well when partnering with the Friends of the Mad River. Mr. Groom also commented that he would like see the pavement money go towards the Access Road. If you took the total and subtracted the paving out the total project cost would be \$66,000 this is minus the grant received and a majority of the work would be routine maintenance which is accounted for in the highway budget. Mr. Groom inquired about establishing rain gardens on property owner's lands to collect the stormwater and sediment. Ms. Jones commented it would require an easement from the homeowner. (Which means another encumbrance on their property). Ms. Connell also suggested possibly adding diversion swales, however, when you add the swales along the drainage line, the storm water would run onto other landowner property causing more problems. After much discussion, a group volunteered (Caitrin Noel, Michael Ketchel, and Jim Groom) to look at rain gardens. Ms. Groom commented that she hoped that after much research, time, engineering time, hydraulics study that has been put into this project that this would not be put off again for another year or two or three.

8:45 PM – Zoning Fee Schedule Approval – Miron Malboeuf – Mr. Malboeuf explained that he had made some small adjustments to the zoning fee schedule and that it needs to be approved yearly by the Warren Selectboard. Mr. Cunningham inquired is the fees were based on historical numbers from the past few years. Mr. Malboeuf explained that Warren's fees are higher than other towns. He commented that Warren uses the Development Review Board more efficiently and the turnaround for permits it 45 days. Mr. Cunningham inquired if he had been getting complaints. Mr. Malboeuf explained the fees are tied to the administrative expense as the state keeps passing more requirements. Mr. Ackland inquired if we doing a good job and are the fees based on operating costs. Mr. Malboeuf commented that the Town has been collecting about \$40,000-\$45,000 a year in fees and about 1/3 of the work is fixing past deficiencies. Some of the overhead include town permits which take time; hearings and non profits are pro-bono as such as the Mad River Path who needed a permit for the bridge construction over Clay Brook. The publication fee was raised as each hearing requires public notice and the fees break even on the cost.

Motion by Mr. Montgomery to approve the 2011 Zoning Fee Scheduled as presented, second by Ms. Reilly. All in Favor: VOTE: 5-0.

9:00 PM – Conservation Commission Check in – Caitrin Noel and George Schenk – Ms. Noel started the discussion off by giving the Selectboard recommendations to appoint two new members to the Conservation Commission. After interviewing the candidates, the Conservation Commission recommended Kate Warner and Robin Blierer. Both candidates are willing and are qualified for the positions. There are now a total of 8 members including the two new candidates. Mr. Schenk and Ms. Noel also wanted to check in for Town Meeting Day.

The commission decided to reduce the conservation allocation funding to \$10,000 instead of asking for \$20,000 due to the economy and budget crunch. The Commission felt that it was important to ask for some allocation to help preserve Warren's forest area wildlife habit and they would like the Selectboard to support this allocation. Mr. Cunningham inquired if there would be a member of the Conservation Commission present at Town Meeting to address the article. Ms. Noel and Mr. Schenk commented that there would be a majority of members present to address the article. Mr. Cunningham also inquired about ongoing projects of the Conservation Commission. Ms. Noel commented that they are continuing with the Vista Trail project on the Eaton parcel, and that they are seeking grant funding on ground proofing the wildlife corridors that Arrowwood visually did. The Commission also has been working with the Planning Commission on changes to the Town Plan. Mr. Groom inquired how the Commission was going to approach landowners for the ground proofing of the habitat corridors. Ms. Noel responded that they have been doing some education for realtors and engineers that can help educate the owners. Also the Fish and Wildlife Department are coming out with an educational package that is going to be sent to large landowners on stewardship management of their lands as an informational educational piece. They are at a starting point and will continue to develop this educational piece.

Motion by Mr. Montgomery to appoint Ms. Kate Warner and Mr. Robin Blierer to the Conservation Commission as recommended by the Conservation Commission, second by Mr. Groom. All in Favor: VOTE: 5-0.

9:20 PM – Liquor License Approval for Beaver Pond Farm – Motion by Ms. Reilly to approve the Liquor License Renewal Application for Beaver Pond Farm, second by Mr. Ackland. All in Favor: VOTE: 5-0.

9:21 PM – Approval of the 4th of July Festival Permit – Motion by Mr. Groom to approve the Festival Permit from the Chamber of Commerce for the 4th of July, second by Ms. Reilly. All in Favor: VOTE: 5-0.

9:25 PM – Approval of Warrants – Accounts Payable of the Town of Warren – Motion by Mr. Ackland to approve the warrants as presented for 2/7 for \$9,635.77, 1/31 for \$9,569.25, 2/7 for \$42,206.75 and 2/1 for \$8,613.21, second by Ms. Reilly. All in Favor: VOTE: 5-0.

9:27 PM – Approval of Minutes for January 25, 2011 – Motion by Mr. Groom to approve the Minutes of January 25, 2011, second by Mr. Ackland. All in Favor: VOTE: 5-0.

9:35 PM – Approval of 2011 Budget – Motion by Mr. Ackland to approve the 2011 budget for Town Meeting 2011, second by Ms. Reilly. All in Favor: VOTE: 5-0.

9:40 PM – Other Business:

Mr. Simpson presented to the board a proposed draft schedule of town building expenditures as a draft as requested by the Warren Selectboard. The draft presented provided future cost items that the Town Buildings and Dam & Covered Bridge fund would be looking at in the distant future. Mr. Simpson did comment that before energy efficiency work could be done from the audits on the fire house, however, the vermiculite insulation in the fire house would have to be dealt with and that he was looking into contractors for prices on cost etc.

9: 45 PM – Letter from Mr. Sellers – Mr. Montgomery did have a conversation with Mr. Sellers regarding that he was not paying his sewer fees for the continued operation and maintenance of the Warren Decentralized Wastewater System. Mr. Montgomery indicated that Mr. Sellers sent a letter to the town regarding the fees and that he never received a response. Ms. Jones commented that she did send a letter in regard to his questions regarding the fees with an explanation. Simon Operation has been out to his sites 7 times responding to emergency alarms plus the annual engineering site visits. Mr. Sellers indicated to Mr. Montgomery that he would like come a meeting and have a discussion about changing the fees, or maybe having the Town pickup the operational costs. Ms. Jones commented that the Town as whole is paying the \$830,000 bond for the project currently and the operation costs were born by the users on the system. Mr. Montgomery did ask Mr. Sellers to pay on his account. A meeting would be set up sometime in March.

9:50 PM – CCTA – Kristin Reilly – Ms. Reilly reported that she has been attending the CCTA meetings regarding CCTA taking over the operation of the Green Mountain Transit Bus Service. They are looking for comments and one area they looked at is a connecter bus to Waterbury that would catch the link to Burlington for commuters. Mr. Ackland commented that the chamber paid for the buses originally and they seem to be as an organization becoming disconnected from the Valley. Meetings about ridership, routes, and planned activities were held in the Valley but now they seem to be moving away and are now held out in Berlin. Mr. Ackland suggested they look at the ridership in other resort areas and that currently a bus does not service The Mad River Glen Ski area. Ms. Reilly as a representative for Warren would take back these comments to the CCTA at their next meeting.

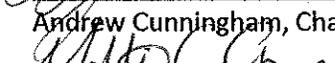
9:55 PM – Motion by Mr. Ackland to adjourn the meeting, second by Mr. Groom. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

The Warren Selectboard:



Andrew Cunningham, Chair



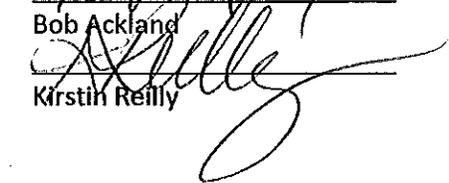
Matt Groom, Vice Chair



Anson Montgomery



Bob Ackland



Kirstin Reilly

APPLICATION FOR ZONING PERMIT- FEES

Permit Number# _____

please complete all applicable fee(s) calculations and enclose a check for the total amount upon submission of completed applications. Make checks payable to: Town of Warren, ADOPTED JANUARY 2011

BUILDING PERMITS - ZONING ADMINISTRATION FEES

Note: # of Finished Floors may also be calculated as total finished square footage, which would include all usable space, garages (attached & unattached), finished basements, finished attics, etc.

RESIDENTIAL CONSTRUCTION FT² Include Existing Structure & Additional FT² (Initial or addition), mobile home, single/two, or multi-family dwelling and garages

Under 2001 ft²

_____ ft². X _____ # FINISHED FLOORS ÷ 100 X \$ 20.00 = _____ + \$ 150. = _____

OVER 2001 ft²

_____ ft². X _____ # FINISHED FLOORS ÷ 100 X \$ 30.00 = _____ + \$ 250. = _____

DECKS AND SMALL PORCHES, UNDER 101 ft² \$75 (EACH) , = _____

DECKS AND SMALL PORCHES, 101 ft² AND UP
_____ SQ' ÷ 100 X \$10.00 = _____ + \$ 100 = _____

OUTBUILDING: BARNs, SHEDS(No FOUNDATION)
(LESS THAN 200 ft² \$ 75 , = _____

(GREATER THAN 200 SQ'):
_____ ft². X _____ # Floors ÷ 100 X \$15.00 = _____ + \$200 = _____

RE-ISSUE OF PERMIT WITH NO CHANGE \$75 = _____

POOL OR POND = _____

OTHER \$100 = _____

RENOVATION:

MINOR- LESS THAN 500 ft². OR LESS THAN 10K (USE SF OR VALUE WHICHEVER IS GREATER)

1.50/ \$1,000.00 OF VALUE: +100.00 _____ = _____

OR ft². _____ X _____ # FINISHED FLOORS ÷ 100 X \$15.00 = _____ + \$100 = _____

MAJOR - GREATER THAN 500 ft². OR GREATER THAN 10K (USE SF OR VALUE WHICHEVER IS GREATER)

2.00/ \$1000.00 OF VALUE, _____ + 250 = _____

OR _____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$30.00 = _____ + \$350 = _____

HOME OCCUPATION \$75 = _____

LETTER OF PERMIT STATUS OR CERTIFICATE OF ZONING COMPLIANCE \$ 75 = _____

CHANGE OF USE OR ADDITION OF USE \$150 = _____

LATE FEE (CONSTRUCTION BEFORE PERMIT) 150% ADDITIONAL TO ABOVE = _____

TOWN OF WARREN PERMIT FEES SCHEDULE – ADOPTED JANUARY 2009

COMMERCIAL CONSTRUCTION

(Initial or addition), hotel, motel, lodge, club, time-share, condominium, restaurant, nightclub, etc.

_____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$ 40.00 = _____ + \$500 = _____

OUTBUILDINGS, PRIMITIVE GARAGE, RECREATIONAL BUILDING(UNHEATED), DECK
 _____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$30.00 = _____ + \$300 = _____

OUTDOOR FACILITY

TENNIS COURT, POOL, REG. GOLF COURSE, POND \$300 / UNIT OR HOLE = _____

OTHER: 300 EA. = _____

RE-ISSUE WITH NO CHANGE \$250 = _____

AMENDMENT:

CHANGE IN ft²
 _____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$40.00 + \$500 = _____

OTHER PROJECTS & RENOVATIONS:

MINOR- LESS THAN 500 ft².OR LESS THAN 10K (USE SF OR VALUE WHICHEVER IS GREATER)

3.00/ \$1,000.00 OF VALUE : _____ + \$ 100 = _____

OR ft². _____ X _____ # FINISHED FLOORS ÷ 100 X \$15.00 = _____ + \$ 200 = _____

MAJOR - GREATER THAN 500 ft². OR GREATER THAN 10K (USE SF OR VALUE WHICHEVER IS GREATER)

5.00/ \$1000.00 OF VALUE, _____ + \$400 = _____

OR _____ ft² X _____ # FINISHED FLOORS ÷ 100 X \$40.00 = _____ + \$500 = _____

SIGNS \$100 = _____

RENEWAL OF COMMERCIAL CONSTRUCTION PERMIT (NO CHANGE) \$300 = _____

LATE FEE (CONSTRUCTION BEFORE PERMIT) 150% OF TOTAL FEE ADDED TO ABOVE = _____

OTHER:

CERTIFICATE OF ZONING (SPECIFIC PERMIT) COMPLIANCE \$75 = _____

CERTIFICATE OF ZONING COMPLIANCE (GENERAL CONDITION, NO INSPECTION): \$75 = _____

CERTIFICATE SUBDIVISION COMPLIANCE INSPECTION \$100.00 / LOT, # OF LOTS _____ = _____

ROAD CUT PERMIT \$100 = _____

RE-ISSUE OF LOST PERMIT \$ 100 = _____

ADMINISTRATIVE REVIEW (by Administrative Officer):

Residential Fee – 250.00 Plus Warning Fee 60.00 & 10.00/ Abutter
 Notification by Staff = _____

Commercial Fee – 500.00 Plus Warning Fee 100.00 & 20.00/ Abutter
 Notification by Staff = _____

TOWN OF WARREN - PERMIT FEES SCHEDULE

DEVELOPMENT REVIEW BOARD FEES

PUD (PRD) REVIEW *	\$800	_____
LOT LINE ADJUSTMENT	\$300	_____
SUBDIVISION - MINOR	\$400/LOT	_____
SUBDIVISION - MAJOR	\$800/LOT	_____
REVISION TO AN APPROVED PLAT	\$400/LOT	
REVISION TO PRD/PUD	\$500	
AMENDED APPLICATION (PRIOR TO PLAT FILING) 50% OF REGULAR FEE		_____
ROAD SIGNS AS REQUIRED FOR SUBDIVISION ROADS \$130.00/SIGN		_____
CONDITIONAL USE & VARIANCE, RESIDENTIAL - ORIGINAL OR AMENDED	\$250/EA.	_____
CONDITIONAL USE & VARIANCE, COMMERCIAL - ORIGINAL OR AMENDED	\$500/EA	_____
CHANGE OF USE	\$250	_____
APPEAL OF ZONING ADMINISTRATOR'S DECISION	150.00	_____
APPEAL OF ZONING ADMINISTRATOR'S OF NOTICE OF VIOLATION	100.00	_____
PLUS LEGAL NOTICE (SEE BELOW)		
STAY OF ENFORCEMENT: NO CHARGE		
LATE FEE (USE BEFORE DRB APPROVAL) 200% ADDITIONAL TO ABOVE		_____
LEGAL NOTICES:		
MINOR SUBDIVISIONS & RESIDENTIAL CU'S \$60 EA. WARNING		_____
MAJOR SUBDIVISIONS & COMMERCIAL CU'S \$100 EA. WARNING		_____
RESEARCH AND DOCUMENT PRODUCTION FEES \$75/HR PLUS COPIES		
LEGAL FEES SEE APPENDIX A COPIES OF TOWN REGULATIONS		
LAND USE & DEVELOPMENT REGULATIONS	\$25	_____
TOWN PLAN	\$25	_____
TOTAL FEES DUE		_____
TOTAL FEES RECEIVED		_____

ALL TOWN OF WARREN MUNICIPAL AND SCHOOL PROJECTS ARE EXEMPT FROM FEES.