

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

7:00 PM – Post Town Meeting Comments – Wrap-up

7:20 PM – Approval of Warrants (Accounts Payable of The Town of Warren).

7:22 PM – Liquor License & Tobacco License Renewal for MDS Holdings Inc, D/B/A The Pitcher Inn

7:24 PM – Liquor License & Tobacco License Renewal for Warren Holdings, D/B/A The Warren Store

7:30 PM – Approval of Minutes for February 22, 2011

7:40 PM – Town Appointments?

8:00 PM – Other Business

VTRANS New Road & Structures Standards

Grants – Structure and Paving –Do you want to apply for any Funding? If so, what?

Work/Plan Future Calendar for Projects – Bob Ackland

**Minutes for March 8, 2011**

Warren Selectboard

Warren Municipal Building

7:00 PM

**Members Present:** Andrew Cunningham, Chair, Matt Groom, Vice Chair, Bob Ackland, and Kirstin Reilly (7:00PM- 8:10PM).

**Members Absent:** Anson Montgomery.

**Others Present:** Jim (TV 44/45), Kara (VR), Rudy Elliott, Barry Simpson, Cindi Jones.

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

**7:01 PM** – Nominations for Chair and Vice Chair of the Selectboard – Motion by Mr. Groom to nominate Mr. Cunningham as Chair, second by Mr. Ackland. All in Favor: VOTE: 4-0.

Motion by Mr. Ackland to nominate Mr. Groom for Vice Chair, second by Ms. Reilly. All in Favor: VOTE: 4-0.

**7:11 PM – Town Meeting Wrap Up** – Mr. Cunningham commented that he thought the meeting went very well and that Mr. Ackland's presentation was well done which simplified the process for the taxpayers to see. Mr. Ackland commented that he thought maybe next year that the Selectboard should have a presentation of summary highlighting parts of the budget. They all agreed that the big ticket items should be kept separate as asked by one taxpayer who just moved here and was unfamiliar with the process. Mr. Elliott had a question about the paving on how the numbers were derived at for the Access Road. Mr. Ackland commented that he had worked with Ray Weston on the numbers as he has a lot of experience in paving. Mr. Groom commented that the Selectboard is moving forward with a strategic paved road maintenance plan in the future.

**Roads Stuff:**

VTRANS New Road & Structure Standards – Deferred -(needs signatures if you wanted to go ahead)

Fuller Hill Ad Hoc Committee – Mr. Groom, a member of the committee, wanted to request from the Selectboard money to pay for the engineer to come to one of the meetings and present his analysis of the plan and ask questions. The committee felt that they wanted to hear what the plan entailed and if there were any other viable options before presenting a solution. The committee did want try to do some construction this year if possible. Motion by Mr. Cunningham to approve an expenditure not to exceed \$400 for the Fuller Hill Ad Hoc Committee for an engineering consultation, second by Mr. Ackland. All in Favor: VOTE: 4-0.

Mr. Cunningham commented that he was concerned about the cracks in the East Warren Road that have appeared near the center line and wondered if the seal cracking was an option. Mr. Simpson would follow-up.

Mr. Ackland commented that the board should have a prioritized list of the paving needs put together by Mr. Weston and that they would like more input into the decision process. Mr. Ackland also stated that he would like to see a work plan of what the road crew was going to do for the year. Mr. Groom commented that the board was not trying to micromanage but would just like to see a plan that would continue to development on a yearly basis for road maintenance. The board did give direction to Ms. Jones to talk to Mr. Weston about paving and move forward with applying for structure and paving grants to help offset some cost.

Mr. Simpson also stated that Mr. Weston discussed with him that he did not feel comfortable in moving forward on the Access Road without an engineer's plan. If the town had problem down the road, then the road crew could not be blamed for not doing the right road preparation. Mr. Simpson has three engineers he is looking to get an estimate for: Mark Bannon, Doug Newton, and Don Marsh. He would report back at the next Selectboard meeting with estimates. Ms. Jones would investigate companies for boring costs and when they could be done. The Town has had a boring company in the West Hill project and the Wastewater project.

**8:15 PM – Work Plan Draft Calendar** – Mr. Ackland presented to the board a work plan draft calendar for the year running from Town Meeting of 2011 to Town Meeting 2012. Mr. Ackland put in a few items already and asked the rest of the board to add to the calendar. He also presented a draft of a project schedule sheet to be completed for each project. The rest of the board commented that these two things were a good addition for pre-planning and keeping the board apprised of the projects.

#### **8:20 PM – Other Items – DPW**

Mr. Simpson presented to the board a price list of materials that he has in his pit at the Bobbin Mill if the Town needed to purchase any materials. Also, he reminded the board that there was still 1500 yards of gravel stored in his pit that the Town bought last year from E.A. Grandfield. He also commented that there was still some gravel left to purchase from E.A. Grandfield.

Town Meeting Day Question: Access Road Materials – Mr. Simpson also wanted to clarify with the board that there was 2 separate contracts with G. W. Tatro. One was with the Town of Warren for the culvert replacement that the Town provided all the materials that were stocked piled in the town pit by the road crew. The second contract was with Sugarbush that all the material that was under the old pipe that was not useable, was transported to the Bobbin Mill where G.W. Tatro bought sand from Mr. Simpson in exchange for depositing the spoiled material at his pit. On the Town project, Mr. Simpson was acting as a town officer and that all the material under the culverts was transported back to the town pit.

**8:30 PM – Electrical Quotation for the Town Garage** – Currently the existing lateral is showing signs of heat and elements break down. It has been recommended in the past to upgrade the service; however, it has been put off as the town was going to build a new garage. The current service is only a 100amp service and currently runs 2 buildings. The welder alone uses 60 amps and other loading of the circuit overloads the 100amps and trips the breaker. Mr. Groom looked at the estimate and the rates are competitive with other certified master electricians. However, Mr. Groom commented that Mr. Montgomery at a last meeting suggested that 3 competitive quotes are good and that the town should get at least 2 more. Ms. Jones will follow-up and receive 2 more quotes for the job.

**8:40 PM – Town Appointments:** Mr. Cunningham announced that he is resigning from the Town Health Officer position and Mr. Martin Gubernick would be reappointed. Motion by Mr. Ackland to approve the appointments as listed on the 2011 Terms of Office for Town of Warren Officials, second by Mr. Cunningham. All in Favor: VOTE: 3-0.

**8:45 PM – Approval of Liquor License for the East Warren Community Market –** Motion by Mr. Groom to approve the liquor license for the East Warren Community Market, second by Mr. Ackland. All in favor: VOTE: 3-0.

**8:46 PM – Approval of Minutes for February 22, 2011 –** Motion by Mr. Groom to approve the Minutes of February 22, 2011, second by Mr. Ackland. All in Favor: VOTE: 3-0.

**8:47 PM – Approval of The West Hill House B&B Liquor License –** Motion by Mr. Groom to approve the West Hill House B&B Liquor License, second by Mr. Ackland. All in Favor: VOTE: 3-0.

**8:50 PM – Approval of Warrants for \$75,617.75 (Accounts Payable of The Town of Warren) –** Motion by Mr. Groom to approve the warrants as presented for \$75,617.75, second by Mr. Ackland. All in Favor: VOTE: 3-0.

**8:51 PM – Town Service Officer –** Motion by Mr. Groom to appoint Ms. Helen Gow as Town Service Officer, second by Mr. Ackland. All in Favor: VOTE: 3-0.

**8:52 PM – Approval of Liquor & Tobacco License for MDS Holdings D/B/A The Pitcher Inn –** Motion by Mr. Groom to approve the Liquor & Tobacco License for MDS Holdings D/B/A The Pitcher Inn, second by Mr. Ackland. All in Favor: VOTE: 3-0.

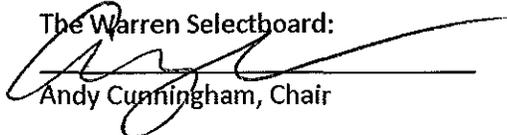
**8:53 PM – Approval of Liquor & Tobacco License for Warren Holdings, D/B/A – The Warren Store –** Motion by Mr. Groom to approve the liquor & Tobacco License for Warren Holdings, D/B/A – The Warren Store, second by Mr. Ackland. All in Favor: VOTE: 3-0.

**8:55 PM – Approval & Signoff of Union Contract:** Motion by Mr. Ackland to authorize Mr. Cunningham, Chair, to sign the Teamsters Contract, second by Mr. Groom. All in Favor: VOTE: 3-0.

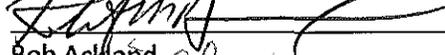
**9:00 PM –** Motion by Mr. Ackland to adjourn the meeting, second by Mr. Groom All in Favor: VOTE: 3-0.

Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

The Warren Selectboard:

  
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Andy Cunningham, Chair

Matt Groom, Vice Chair

  
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Bob Ackland

  
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Kirstin Reilly

  
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Anson Montgomery

**TERMS OF OFFICE 2010 FOR TOWN OF WARREN OFFICIALS**

Position	Office Holder	Appt Date	Term	End of Term
Select Board	Andrew Cunningham	3/10	3 year	3/13
Select Board	Anson Montgomery	3/11	3 year	3/14
Select Board	Kirstin Reilly	3/11	2 Year	3/13
Select Board	Matt Groom	3/10	2 year	3/12
Select Board	Bob Ackland	3/11	2 Year	3/12
Road Commissioner	Barry Simpson	3/09	1 year	3/12
Road Foreman	Raemon Weston	3/09	1 year	3/12
Shingle Inspector	Mac Rood	3/09	1 year	3/11
TAC Representative	Jim Sanford	3/09	1 year	3/12
	Craig Klofach	3/09	1 year	3/12
Town Agent	Wayne Kathan	3/09	1 year	3/12
Town Agent #2	Cindi Jones	3/09	1 year	3/12
Town Historian	Gene Proctor	3/09	1 year	3/12
	Leon Bruno	3/09	1 Year	3/12
Town Clerk	Reta Goss	3/11	1 year	3/12
Delinquent Tax	Reta Goss	3/11	1 year	3/12
Town Treasurer	Elaine Fuller	3/11	1 year	3/12
Trustee of Public Money	Elaine Fuller	3/11	1 year	3/12
Tree Warden	Meg Moffroid	3/10	1 year	3/12
Weigher of Coal	Ken Friedman	3/10	1 year	3/12
Dog Warden	Arnold Livingston	3/10	1 year	3/12
Dog Pound Keeper	Roy Hadden	3/10	1 year	3/12
Emergency Mgmt Director	Select Board Chair		Unspecified	
Emergency Mgmt Coordinator	Kenny Blair		Unspecified	
Deputy Emergency Coordinator	Barry Simpson		Unspecified	
Energy Coordinator	Matt Sargent	3/10	1 year	3/12

Fence viewer	Wayne Kathan	3/10	1 year	3/12
Fence Viewer	Randy Taplin	3/10	1 year	3/12
Fence Viewer	Ron Hunkins	3/10	1 year	3/12
Forest Fire Warden	Miles Greenslit	3/10	5 year	3/15
Fire Chief	Pete DeFreest	Elected by Fire Dept Yearly Term		
911 Coordinator	Miron Malboeuf	3/10	1 year	3/12
GIS Coordinator	Ken Blair	3/10	1 year	3/12
Grand Juror	Wayne Kathan	3/10	1 year	3/12
Green up Campaign	Roots Work	Unspecified		
Health Officer	Martin Gubernick	3/10	1 year	3/12
Librarian	Deborah Kahn			
Library Trustee	Dave Ellison	3/11	3 year	3/14
Library Trustee	Deb Wetmore	3/11	3 year	3/14
Library Trustee	Liz Raddock	3/10	2 year	3/12
Library Trustee	Patty Kauffman	3/10	3 year	3/13
Library Trustee	Carl Lobel	3/09	3 years	3/12
ADA Representative	Louise Messner	3/09	1 year	3/12
Auditor	Pam Skowronski	3/08	3 years	3/12
Auditor	Vacant		2 Years	
Cemetery Commissioner	Rudy Elliott	3/11	5 years	3/13
Cemetery Commissioner	Cindi Jones	3/11	5 years	3/15
Cemetery Commissioner	Michele Eid	3/07	5 years	3/12
Cemetery Commissioner	Charlie Snow	3/09	5 years	3/14
Cemetery Commissioner	John Goss	3/11	5 years	3/14
CTRL VT Economic Development Rep.	Vacant	3/10	1 year	3/12
CTRL VT Regional Planning Commission Rep	Donald La Haye		Unspecified	
Commission Rep Alt.	Craig Klofach		Unspecified	
CTRL VT Revolving Loan Rep	Vacant		Unspecified	
CTRL VT Revolving Loan Alt.	John Norton		Unspecified	

Constable 1 <sup>st</sup>	Gene Bifano	3/11	2 year	3/13
Constable 2 <sup>nd</sup>	Jeff Campbell	3/11	2 year	3/13
Lister	Robert Cummisky	3/11	3 year	3/14
Lister	Kenny Blair	3/09	3 year	3/12
Lister	Sandra Brodeur	3/10	3 year	3/13
Municipal Court System Officer Custodial	Reta Goss	3/10	1 year	3/12
Municipal Court System Officer Issuing	Miron Malboeuf Zoning Officer	3/10	1 year	3/12
Municipal Court System Officer Issuing	Cindi Jones Town Administrator	3/10	1 year	3/12
Municipal Court System Officer Issuing	Martin Gubernick Health Officer	3/10	1 year	3/12
Municipal Court System Officer Issuing	Arnold Livingston Dog Warden	3/10	1 year	3/12
Municipal Court System Officer Appearing:	Cunningham, Gubernick, W. Kathan, Malbeouf, Livingston	3/10	1 year	3/12
MRV Planning District Representative	Bob Ackland		Unspecified	
MRV Planning District Commission Rep.	Jim Sanford		Unspecified	
MRV Recreation Committee	Douglas Bergstein Ken Felderman Dayna Lisaius		Unspecified Unspecified Unspecified	
MRV Solid Waste MGT Rep.	Kenny Blair	3/10	1 year	3/12
DRB Regular	Peter Monte – Chair	3/08	3 year	3/14
DRB Regular	Robert Kauffman	3/08	3 year	3/14
DRB Regular	Lenord Robinson	3/08	3 year	3/14
DRB Regular	Chris Behn	3/10	3 years	3/13
DRB Regular	Virginia Roth	3/10	3 year	3/13
DRB Alternate	Jeff Schoellkopf	3/10	3 year	3/13
DRB Alternate	Don Swain	3/11		
DRB Alternate	Tom Boyle			