

Agenda  
Warren Selectboard Meeting  
March 22, 2016  
Warren Municipal Building  
7:00 PM

7:00 PM – Summer Learning Programs – Beth Peterson –

7:15 PM – Planning Commission Check In

- o V-DAT – MAIN Street Improve Project:
- o Wood Burning Appliance (Fire Place) Ordinance.
- o Town Green - Plans

7:40 PM - Approval of Accounts Payable/Payroll Warrants

25,891.30      17,918.97

8:00 PM – Approval of Minutes for March 8, 2016

8:05 PM – Liquor Licenses:

Cori Ridge, Inc – (Sugar Lodge) – Sugarbush Access Road

West Hill B&B – Outside Consumption Permit & Renewal of First Class

Catamount Hospitality – Farm House Group – Outside Wedding

Hostel Terre - outside consumption

8:10 PM – Lease Amendment for Roots work – Signature Required

8:15 PM – Other Business

Access RD Scoping ?

**Minutes of March 22, 2016**  
Warren Selectboard  
7:00 PM  
Warren Municipal Building

**Members Present:** Andrew Cunningham, Chair, Bob Ackland, Vice Chair, Randy Graves, Clay Mays & Luke Youmell.

**Others Present:** Miron Malboeuf, TV 44/45 (Alex), Camilla Behn, Don Swain, Barry Simpson, and Cindi Jones.

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

**7:05 PM** – Summer Learning Programs- Beth Peterson – Cancelled

**7:08 PM – Planning Commission Check – In –**

V-Dat-Main Street Improvement Project – Mr. Malboeuf filling in for Jim Sanford started the discussion off. The Planning Commission hosted a Charrette on a Saturday and had a good turnout. The group was divided into three teams which focused on traffic calming, pedestrian safety and a possible buried conduit. The groups came up with almost the same things. Textured pavement, maybe trees along the border, Main Street to one-way traffic, along with Flat Iron as one way traffic. The grant is only for the section of Main Street from the bridge by the Warren Store to Brook Road. Warren was one of the towns that qualified for the grant because it has a Village Center Destination. Mr. Ackland had a question about Pitcher Inn Parking. Mr. Malboeuf commented that the plan does not change the current parking situation. Pitcher Inn employees and Warren Store employees park up at the municipal lot or at the park and ride. Mr. Malboeuf commented that you can make it structured and maybe add some gate way lights along with textured pavement and plantings. The groups felt that textured pavement would alert drivers to slow down to enhance pedestrian safety. Mr. Cunningham inquired about the discussion of no sidewalks. Mr. Graves commented that to a certain degree the textured pavement would define that. Ms. Behn commented that no one wanted to see paved concrete sidewalks with a hard edge installed. She also commented that with some plantings between the fence and edge of road you could define a path for walking. Mr. Graves also commented that this project was one of the legs to tie into the Town Green. Mr. Cunningham asked what the next steps were. Mr. Malboeuf commented that the Planning Commission decides on a concept and then the LMP does an RFP for an engineer to design the scope of the project. The project has to be completed by June 30, 2017.

**7:30 PM – PC Continuation** – Wood Burning Appliance (Fire Place) Ordinance – Camilla Behn – Ms. Behn commented that the Planning Commission is very close in narrowing down the ordinance for Zero Clearance fire places in multi dwellings. The Fire Department had requested this for safety of the fireman and for the homeowner. The Planning Commission had invited in an insurance adjuster to get their opinion and they have had the Regional Fire Marshall give them a prospective along with Zeke Church a property manager. She indicated that they needed a little more research on the states opinion on zero clearance fireplaces. The Ordinance would be in two parts.

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Part 1: Uses and replacement in multi dwellings. – Can't be replaced or installed. All wood burning masonry and zero clearance fireplaces must have a level 2 inspection. The results of these inspections to be filed with the Town. If they fail a level 2 they must complete a level 3 inspection and cannot be used until they have been cleared.

The other issue was should the ordinance extend beyond multi unit dwellings because to be rented they must now be up to state fire codes. Insurance companies will not pay any loss claims if the unit has been rented and not been inspected by the state. Also the question of should they be inspected annually, or by the state regulations, or every 3 years. Ms. Jones inquired about enforcement. Ms. Behn commented that the first important part is to bring the information out and address the safety issue for both fire department personnel and to the owners. Mr. Cunningham inquired about the time frame. Ms. Behn commented that the Planning Commission should have a complete version the end of May beginning of June to present to the Selectboard.

Town Green – The Planning Commission have come up with plan for the Town Green and it is to be as green as possible. Ms. Behn commented that maybe in the future a tree could be planted there for the annual Town Christmas Tree. Mr. Cunningham inquired if a rain garden was thought of. It had not been in the discussion but the Planning Commission would re-visit. Mr. Cunningham commented that the Planning Commission should have a completed plan sooner than later to start the storm water permitting process for the complete project with the parking lot improvements and provide costs involved.

**7:55 PM – Rootswork** – Last October a lease amendment was drawn up between Rootswork and the Town of Warren for the responsibility of the new septic system. The amendment was never signed or recorded. The Selectboard and Rootswork have both signed off on it. It will be recorded in the land records and a copy sent to Rootswork. Mr. Swain also reported that there are only two certified companies that are certified to inspect and work on Septic Tech Systems.

### **Other Business:**

Mr. Simpson, Department of Public Works, updated the board that he is meeting with a consultant next Tuesday, to look at the site and propose a design for the grant that is due April 8, 2016.

**Sugarbush Scoping Study** – Mr. Ackland commented that Mr. Flender, that was the Mad River Path Director, has accepted another position and is leaving the organization. Mr. Ackland suggested that the Sugarbush Access Road Scoping Group be made up of: 1 Selectboard Member, 1 Planning Commission Member, and 1 representative from Sugarbush along with Ms. Jones as administrator of the grant. Mr. Youmell volunteered from the Warren Selectboard to be on the committee. The Planning Commission will decide at its next meeting, and Mr. Ackland will contact Sugarbush. In the meantime, Central Vermont Regional Planning can do the RFP which the Town will have to pay.

**8:13 PM – Approval of Minutes for March 8, 2016** – Motion by Mr. Youmell to approve the March 8, 2016 Minutes, second by Mr. Graves. All in Favor: VOTE: 5-0.

**8:15 PM – Approval of Payroll Warrants** – Motion by Mr. Ackland to approve the payroll warrants as presented for \$ 17,918.97, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**8:17 PM – Approval of Accounts Payable Warrants** – Motion by Mr. Ackland to approve the accounts payable warrants for \$25,891.30, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**8:20 PM – Catamount Hospitality** – Farm House Group – Outside Wedding - The board approved the event license.

**8:19 PM – Approval of Hostel Terve Outside Consumption Permit** – Motion by Mr. Ackland to approve the outside consumption permit for the Hostel Terve, second by Mr. Graves. All in Favor: VOTE: 5-0.

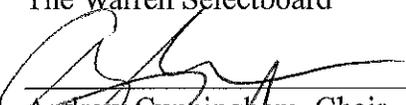
**8:21 PM – Approval of Liquor License for Sugar Lodge** – Motion by Mr. Ackland to approve the Liquor License renewal for the Sugar Lodge, second by Mr. Graves. All in Favor: VOTE: 5-0.

**8:23 PM – Approval of Liquor License Renewal and Outdoor Consumption Permit for West Hill House B&B** – Motion by Mr. Ackland to approve the liquor license and outdoor consumption permit for the West Hill House B&B, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**8:30 PM** – Motion to adjourn by Mr. Ackland, second by Mr. Youmell. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,  
Cindi Hartshorn-Jones, Warren Town Administrator

The Warren Selectboard

  
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Andrew Cunningham, Chair

  
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Bob Ackland, Vice Chair

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Randy Graves

  
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Clay Mays

  
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Luke Youmell