

Agenda  
Warren Selectboard  
Tuesday, August 22, 2017  
Warren Municipal Building  
7:00 PM

- ✓ 7:00 PM – Warren 4<sup>th</sup> of July Wrap Up – Susan Klein
- ✓ 7:15 PM – Howard Whittle – Appealing Late Homestead Filing Penalty
- ✓ 7:30 PM – Robert Baron – Road Access Permit off Anne Burns Road
- ✓ 7:45 PM – Lights for the Main Street Bridge – Jim Sanford – PC Planning Commission
- ✓ 8:00 PM - Warren Community Survey 2017 – Discussion on items related to governing the town and Warren Selectboard
- 8:30 - PM – Discussion on next year's budget on how to maintain the town but lower the tax rate.
- 8:45 - PM - Approval of Minutes from July 25, 2017
- 8:50 - PM – Approval of Accounts Payable and Payroll Warrants as Presented
- 8:55 PM – Other Business

826,728.44      32,735.16

\*\*Agenda Subject to Change\*\*

**Minutes of August 22, 2017**

Warren Selectboard

7:00 PM

Warren Municipal Office

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

**Others Present:** Nancy Baron, Jim Sanford, Dave Dion, Chris (VR), David Campanili, Susan Klein, Dayna Lisaius, Sam TV 44/45, Susan Hemmeter, and Cindi Jones.

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

**7:05 PM – Warren 4<sup>th</sup> of July Wrap-Up** – Ms. Klein presented to the board a spreadsheet on the expenses and income from the Warren 4<sup>th</sup> of Parade from 2006-2017. Total expenses were \$22,747.59 and the total income was \$12,522.00. Ms. Klein commented there were about 4,500-5,000 people that attended with a little increase in attendance from the previous year. Ms. Klein commented she will continue to run the event with the Rotary being the sponsor of the event and receiving a \$5,000 donation from the Town of Warren. Expenses were up slightly with an increase in security and port-a-lets by \$600.00. Mr. Campaneli commented that the West Hill Road from Rt. 100 up past the bridge was down to one-lane traffic and he was concerned about emergency vehicles getting through. Ms. Klein commented that he is welcome to help volunteer to put up no parking signs. She did comment that 1,500-people used the Mad Bus to take advantage of parking in Sugarbush. Ms. Klein did make one request that there be an income line for just the 4<sup>th</sup> of July reported in the financials. The board commended Ms. Klein for her work on another successful parade.

**7:15 PM – Howard Whittle – Appealing Late Homestead Filing Penalty** -Mr. Whittle was not present and came later. The board all commented that the State of Vermont tax webpage is not very friendly to find forms and answers to questions. A few years ago, the State had decided that taxpayers did not have to file a homestead form, but the following year reversed their decision and did not inform taxpayers. That year there were a few late homestead filers and the board waived the fees. In the past years and to the present the board has not waived the late filer fees. Mr. Whittle came later on and indicated he was told by the State that the Selectboard sets the penalty percentage and that they apply it to the tax bills and can waive the penalty. The board commented that is not the case and that the State issues the penalty. They also commented that the Vermont Tax Dept. personnel is not very friendly to communicate with. The board gave Mr. Whittle the State Statute which is not very clear as a reference regarding the penalty.

Motion by Mr. Ackland to deny Mr. Whittle's request to remove the late penalty fee for filing his homestead late, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**7:20 PM – Robert and Nancy Baron – Request for Road Access Curb Cut off Anne Burns Road** – Mr. Cunningham went out to review the new curb cut location as shown on the application. The first submission proposed cut was not in a good spot for site visibility. He requested that Mr. Baron move the stakes 100' more towards Fuller Hill Road. The site visibility meets the B71 standards. There is no need for a culvert and the driveway would go in level into the property as required. Mr. Cunningham is recommending to the board that the road access permit be approved.

Ms. Hemmeter presented a letter and map of the original subdivision to the board. She wanted to know if the proposed cut was located on just Lot 19. She stated that this was an earlier subdivision and the lots owned by Mr. and Mrs. Baron were merged because Lot 20 was not approved for development due to wetlands and steep slopes. She wanted to add this fact that the wetland has recently been delineated by the Barons Engineering firm that there are wetlands. Mr. Cunningham commented that they had no jurisdiction and were not the police of wetlands on the Baron's Property and that they were only responsible for the Road Access Permit. Mr. Cunningham did show her that the proposed access is located on Lot 19 based on the map she provided.

Motion by Mr. Ackland to accept the Road Access Permit for Robert & Nancy Baron as proposed on the new map provided on Lot 19, no culvert is needed and the driveway will be level as required by the B71 Standards as reviewed by the Chair of the Selectboard, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**7:30 PM – Lights for the Main Street Bridge – Jim Sanford** – Planning Commission – Mr. Sanford came to the meeting to discuss the plans for lighting that they hoped with be part of the Warren down town project but were not because of funding. He presented an actual life like prop of the pole and globe and had pictures of it at the bridge site location. Ms. Jones has been working with Mr. Sanford in regards to the lighting as she had the Main Street Bridge Rehabilitation going on. With the bridge contractor and Kevin Collins, the Town was able to fund the lighting for the bridge. Mr. Sanford had travelled all over the state and found lights on a bridge similar to Warren's in the Town of Plymouth. He researched the lighting company which is Herwig lighting for costs and style of lights. The lights would cost less than the LED street lights on the GMP Pole. The only concern by the Planning Commission was that the light would be casting up and it could go against the zoning ordinance on lighting. Mr. Sanford research special light lamps that would reduce the light and provide a yellow/soft glow. If this did not meet the requirements, then possibly the insides of the globes could be painted. Mr. Sanford felt that these lights would be unique to Warren and that the size was the appropriate scale. The board felt that this was a good project and wanted to proceed with going forward using the special lamps with the silver cover to start, and if that didn't work to go to phase two and paint the insides of the globes.

**8:00 PM – Warren Community Survey 2017** – Discussion on items related to governing the town and Warren Selectboard – Mr. Cunningham commented that the survey has a lot of good information and is one of the best surveys that the town has had. Mr. Ackland has some questions to ask the consultant about as there were a lot of NR's recorded. Some of the questions relate to more of the Selectboard's preview. Questions 14, 15, 16, 17, 18,22 and 32 were discussed. In looking at these questions some of responses were a little lower and surprising. There was a total of 266 responses and Mr. Youmell. Mr. Ackland commented that there is a need to figure out how to take this forward. Some of the questions would be a joint collaboration with the Planning Commission. Mr. Graves commented that the Planning Commission is going to be starting the rewrite of the Town Plan and would be utilizing this data effectively. For example: It was thought by the consultant that there was too much Town history. The Planning Commission would be using this material as a guide in looking at specific ordinances. In the re-write it would be vision of what the Planning Commission might see in the near future. Mr. Ackland was advocating a joint participation between the PC & SB on where the town is going in the future. He did not think that it should rest all on the Planning Commission as some parts were under the direction of the Warren Selectboard.

Mr. Cunningham commented that he would could be a joint meeting with the PC in discussion on this.

**8:10 PM – Discussion on next year’s budget to lower the tax rate** – Mr. Ackland commented that he would like the board to think out of the box when they see the first draft of budget and come up with a more economical way to maximize the dollars being spent. It could be looking at every line item and reducing, it could be looking at staffing and using it creatively. It also meant that the Board needed to figure out a way to educate the taxpayers on the how the taxes are developed, how they are calculated, how they are delineating between the State and Municipality portion and explain what each is used for etc. The infrastructure is great shape after working on that part for the last 5 years which has been a high driver of the budget. The 2017 budget was the highest budget in the last few years and they would like to present a lower municipal tax rate for the 2018 budget. Mr. Ackland wanted to get the board thinking about this as the budget process will be starting in October.

**8:40 PM - Approval of Accounts Payable** – Motion by Mr. Ackland to approve the Accounts Payable warrants as presented for \$826,728.44, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**8:41 PM – Approval of Payroll Warrants** – Motion by Mr. Ackland to approve the Payroll warrants as presented for \$ 32,735.16, second by Mr. Youmell. All in Favor: VOTE: 5-0.


**8:45 PM – Approval of Minutes for July 25, 2017** – Motion by Mr. Youmell to approve the Minutes of July 25, 2017, second by Mr. Mays. All in Favor: VOTE: 5-0.

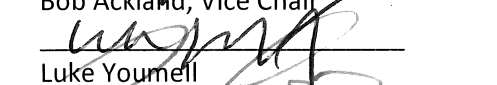
**8:50 PM** – Motion by Mr. Youmell to adjourn, second by Mr. Ackland. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

The Warren Selectboard

  
\_\_\_\_\_  
Andrew Cunningham, Chair

  
\_\_\_\_\_  
Bob Ackland, Vice Chair

  
\_\_\_\_\_  
Luke Youmell

  
\_\_\_\_\_  
Randy Graves

\_\_\_\_\_  
Clay Mays



AUGUST 22, 2017

I'M SUSAN HEMMETER, THE NEXT DOOR NEIGHBOR TO BOB AND NANCY BARON'S PROPERTY ON ANNE BURNS ROAD. I BECAME FAMILIAR WITH THIS LAND WHEN IT WAS PREVIOUSLY ON THE MARKET. WE EVENTUALLY DECIDED TO PURCHASE THE LITTLE HOUSE NEXT DOOR.

I HAVE A QUESTION REGARDING THE LOCATION OF THE PROPOSED CURB CUT AND RELATED DEVELOPMENT. IS IT ENTIRELY LOCATED ON LOT 19?

HERE IS MARK BANNON'S LAYOUT.

THE REASON I ASK THIS QUESTION IS THAT, ALTHOUGH THE BARONS ARE NOT INTERESTED IN SELLING LOT 20 SEPARATE FROM LOT 19, A FUTURE OWNER MIGHT BE INTERESTED IN PURSUING THAT OPTION AND THERE IS ALREADY EXPRESSED INTEREST BY RESIDENTS NEARBY (INCLUDING MYSELF) IN POSSIBLY ACQUIRING LOT 20 BECAUSE OF ITS REMARKABLE ECOLOGICAL VALUE – WILDLIFE CORRIDOR, WETLANDS/VERNAL POOL, ETC.

SO FOR THAT REASON I THINK IT MAKES SENSE FOR THE CURB CUT AND RELATED DEVELOPMENT ACTIVITIES TO BE LOCATED ENTIRELY ON LOT 19.

AS YOU MIGHT ALREADY KNOW, ANNE BURNS ROAD IS PART OF ONE OF THE EARLIEST ACT 250 SUBDIVISIONS AND, DURING THIS PERMITTING PROCESS, THE LOTS NOW OWNED BY BOB AND NANCY BARON WERE MERGED BECAUSE LOT 20 WAS NOT APPROVED FOR DEVELOPMENT DUE TO ITS WETLANDS AND STEEP SLOPES. I UNDERSTAND FROM ANR THAT THOSE WETLANDS HAVE RECENTLY BEEN DELINEATED BY THE BARON'S ENGINEERING FIRM AND I WISH TO ADD THIS FACT TO THE LAND RECORD ON THIS PROPERTY FOR FUTURE REFERENCE.

THANK YOU.

*Susan*

Cindi Jones

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**From:** Howard Whittle  
**Sent:** Monday, July 24, 2017 8:52 PM  
**To:** selectboard@warrenvt.org  
**Subject:** Appeal of Homestead declaration filing penalty

Warren Selectboard,

Last week I received my Warren Tax bill for 2017 which included a \$1043.68 penalty for late filing of my homestead declaration.

I had attempted to file in January but the state website offered only forms for prior years..

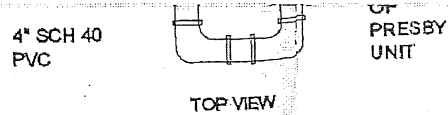
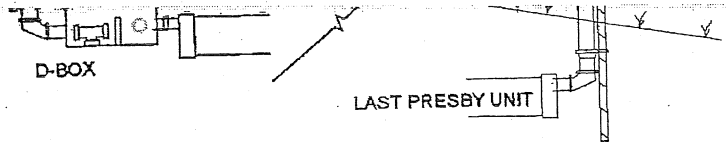
I did not make a second attempt until I returned from an April trip. A 2017 form was then available which I immediately filed online.

Upon receipt of the tax bill I called the town office and was advised to contact the Vermont tax department to find out how the state was able to apply a **\$1043.68 penalty** for a late filing by a full time resident.

Taxpayer Services told me that they only notified the town of the late filing and that the penalty was actually determined by Warren's Selectboard and is only appealable to the town per statute V.S.A. 32 Chapter 135 § 5410 (j)

I am requesting that the penalty be waived as it is not related to a late PAYMENT and appears to be an unjustified reach for additional income from already heavily taxed residents.

Howard P. Whittle  
141 Old Farm Lane  
Warren, Vermont, 05674  
802-496-2278  
[howiewhittle@gmail.com](mailto:howiewhittle@gmail.com)  
parcel ID 023008.6

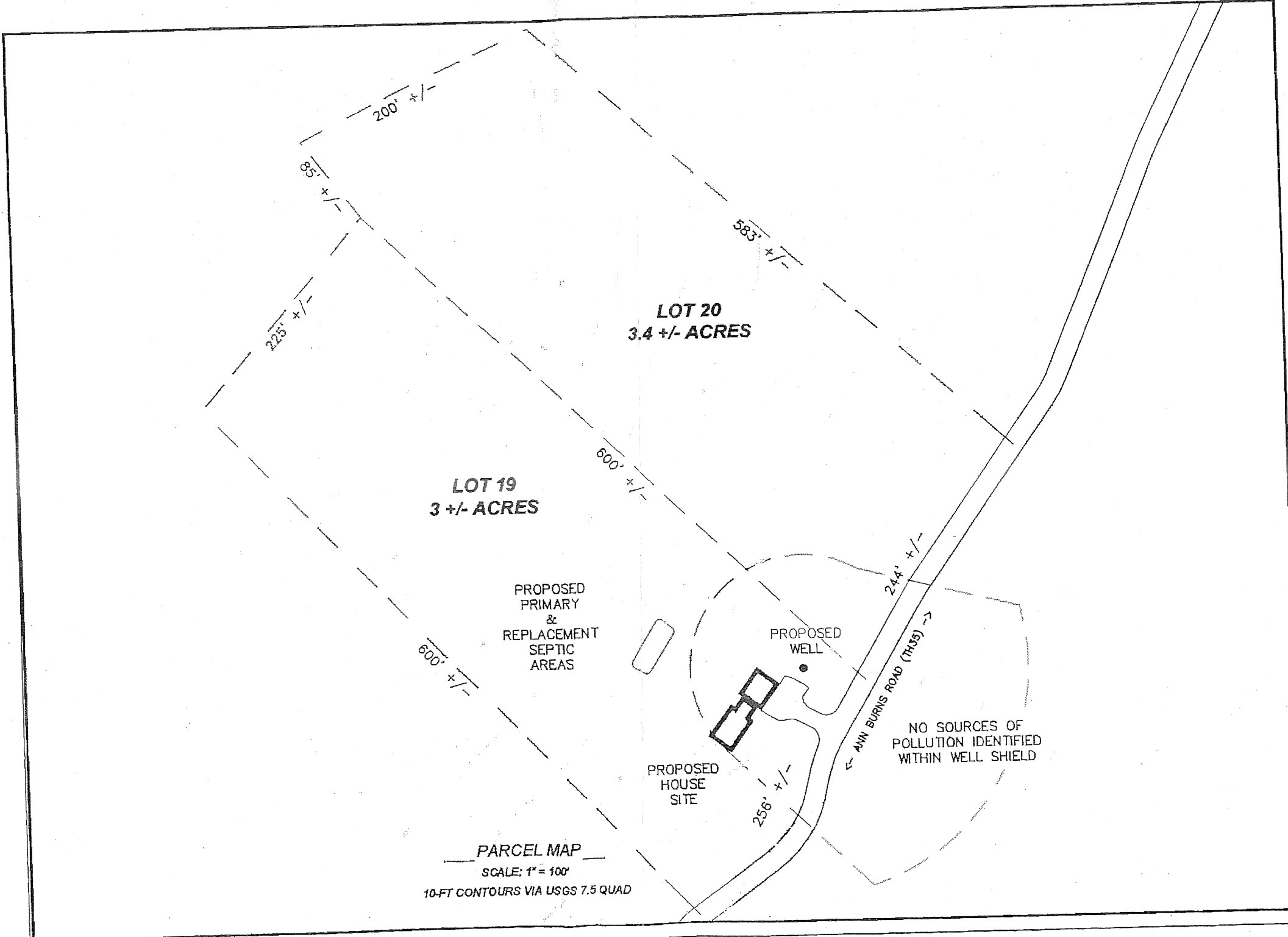
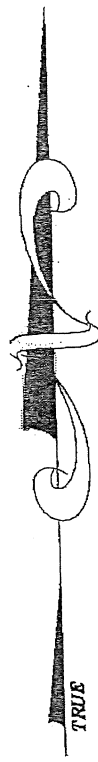


**INSTALLATION NOTES:**  
 1. CONNECT HIGH VENT TO D-BOX VIA EMPTY HOLE.  
 2. CONNECT LOW VENT TO END OF LAST UNIT'S OFFSET ADAPTER.  
 3. SUPPORT VENTS WITH PRESSURE TREATED LUMBER OR EQUAL.  
 4. THERE MUST BE MIN. 10-FT DIFFERENTIAL BETWEEN OUTLETS.  
 5. IF ODOR MAY BE A PROBLEM, INSTALL CHARCOAL VENT CAP.  
 6. VENT PIPING SHOULD SLOPE DOWNWARD TOWARD THE SYSTEM TO PREVENT MOISTURE FROM COLLECTING IN THE PIPING AND BLOCKING AIR PASSAGE.

**INSTALLATION NOTES:**  
 1. INSTALL PVC PIPE NO MORE THAN 4" INTO OFFSET ADAPTER.  
 2. INSTALL RAISED CONNECTION SO THAT THE TP OF THE 90-DEGREE BEND IS LEVEL WITH TOP OF OFFSET ADAPTER.  
 3. PACK SAND UNDER AND AROUND THE RAISED CONNECTION TO PREVENT MOVEMENT. CAREFULLY BACKFILL PAYING ATTENTION NOT TO DISLODGE CONNECTIONS.

**DIFFERENTIAL VENT DETAIL**  
N.T.S.

**OFFSET ADAPTER DETAILS**  
N.T.S.



- TOPSOIL, SEED & MULCH AFTER SETTLEMENT
- MOUND 6-INCHES EXCEPT IN TRAVELED AREAS
- CLEAN BACK FILL FREE OF WOOD, FOREIGN MATTER & STONES OVER 10-INCHES.
- INSTALL 2-INCH RIGID BLUE BOARD INSULATION @ 2-IN = 1-FT IN AREAS OF LESS THAN 4-FT COVER.
- CAREFULLY PLACE 1-FT CLEAN MATERIAL COMPACT W/ MECHANICAL TAMPER.
- CLEAN GRANULAR BACK FILL W/ MAX STONE SIZE OF 1-INCH WELL TAMPED AROUND PIPE.

**PARCEL MAP**  
SCALE: 1" = 100'  
10-FT CONTOURS VIA USGS 7.5 QUAD

FILE NAME:	SAVAGE.dwg
DRAWN BY:	MCB
CHECKED:	MCB
SCALE:	AS SHOWN
DATE:	7/15/05

**PROJECT TITLE**  
 ROSEMARY SAVAGE, 462 ANNE BURNS ROAD (TH 35), WARREN, VT BOOK 115 PAGE 697

**SHEET TITLE**  
 REVISED SEPTIC DESIGN LOT 19/20 BIRCH HILL (SAMARA FARMS) SUBDIVISION

**SHEET NO.**  
 S-2