

Agenda
Warren Selectboard
Tuesday, June 12, 2018

✓ 7:00 PM – Public Comment

Reta - Tax Sale Authorization

✓ 7:05 PM – Terra Rossa Liquor License Renewal – The Avalanche – Mike Kelley/Shane Ryan

7:10pm - Paradise Deli Market - New Owner Liquor License

✓ 7:15 PM – Mad Marathon Permit – Ian Sweet

7:30 PM - Main Street Design Issues – Jim Sanford, Planning Commission

7:50 PM – Zoning Hiring Committee Assignment

8:15 PM – Approval of Minutes for May 22, 2018

8:18 PM – Approval of Accounts Payable & Payroll Warrants

\$250,261.48

\$23,257.95

8:30 PM – Other Business

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

Minutes of June 12, 2018

Warren Selectboard

7:00 PM

Warren Municipal Building

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

Others Present: Peter Monte, Mike Kelley, Dori Ingalls, Ian Sweet, John Goss, Reta Goss, Shane Ryan, Lance Ryan, Katy (VR) Sam TV 44/45, Jim Sanford & Cindi Jones.

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

7:01 PM – Public Comment – None

7:03 PM – Tax Sale Authorization – Reta Goss – Ms. Goss reported that she had 8 properties that were put up for tax sale and all had redeemed them except one which was the Yusti Property on Blueberry Lake, off Lake Road, in Warren VT. She needed authorization to appoint someone to bid on behalf of the town if no one bids on the property.

Motion by Mr. Ackland to appoint Ms. Lisaius to bid on the property if no one opens up the bidding, second by Mr. Youmell. All in Favor: VOTE: 4-0.

7:04 PM – Terra Rossa Liquor License Renewal for The Avalanche – Mike Kelley/Shane Ryan – Mr. Ryan is leasing the property from Mr. Kelley DBA the Avalanche. It will be a pizza business and later develop into a pizza/bar pub family affair place to eat. They want to reach out to the family crowd. The food will be at a fair price and good food. They plan to open late July and will be open from Thursday-Saturday until the fall and then will add Sundays for the winter crowd. Hours could be from 5:30-9:00PM. They also plan to do some catering from the place as well. Both Mr. Ryan and his son will be taking the mandatory classes for serving alcohol.

Motion by Mr. Youmell to approve the liquor license for The Avalanche, second by Mr. Ackland. All in Favor: VOTE: 4-0.

7:10 PM – Paradise Deli Liquor License Renewal -The new general manager Dean Sparks is taking over the Paradise Deli for the new owner. He has 2 years of experience and opened the Morrisville Food Coop Op. They want to change the wine/beer to make it more upscale to a higher quality and have some local craft's beer. They want to use more local and organic food in their food preparation.

Motion by Mr. Ackland to approve the liquor license for The Paradise Deli, second by Mr. Youmell. All in Favor: VOTE: 3-0 (Mr. Cunningham abstained)

7:15 PM – Mad Marathon Permit – Ian Sweet, Dori Ingalls – Mr. Sweet and Ms. Ingalls came before the board to ask approval to use the roads of Warren for the Mad Marathon. This year they added a Kids Leg of 1 mile which is from the starting line to the Waitsfield Covered Bridge. Nothing has changed from the previous years. Mr. Campbell, Town Constable, will be working the event. Mr. Ackland asked about how many runners they were expecting. Ms. Ingalls commented that she had 850-900 runners that signed up, but here is usually about a 15-20% attrition rate. They were also noted as one of the top 10 marathon destinations in the world. The event is scheduled for July 8.

Motion by Mr. Ackland to approve the Use of Warren’s Roads for the Mad Marathon, second by Mr. Youmell. All in Favor: VOTE 4-0.

7:20 PM – Main Street Design Issues – Jim Sanford, Planning Commission – Mr. Sanford met with the Mark Hamblin of VHCB, who designed the project to review the issues with the design.

Pitcher Inn – Water is ponding in front of the Inn’s entry – Remove Stone Pavers and reset so that water is directed away from the steps to the catch basin. (Warranty Issue)

Cobble Stone area at North Entrance – There are two broken cobble stones, replace and reset. – (Warranty Issue)

Rain Garden on Corner of Brook – Regrade daylilies to absorb run off water, running down the bricks. (Warranty Issue)

Rain Garden by Roth Real Estate – It was apparent that the granite curb surrounding the storm water garden was never installed all the way and it is not apparent that the catch basin is at a low point from all directions. The intent was to have the curbing contain the water and soil with the catch basin being set at the lowest point in the storm water garden. – Solution fill in rain garden with brick pavers sloped to catch basin. Re-use and add to granite curbing ensure drainage with appropriate subbase prior to installing brick pavers. Discussion centered around planting daylilies, but it was thought that cars would still park on them and during winter plowing they would disappear. (Shared Expense)

Pedestrian Area by Bridge – Add granite bollard as what is there now, relocate tree to rain garden and replace cobbles with brick pavers. A silver maple tree will be planted on the Warren Stores property. The Warren Store has offered to add planters, bench (table) and bike rack. (Town of Warren expense for fixing tree and replacing cobbles with brick pavers and adding granite bollard)

Area by Roth Real Estate along fence – The area did not come in with grass and cars kept parking on the area causing a dirt path way. - Install granite 8’ to 10’ on center small granite bollards along area to keep cars off the area. (Town of Warren Expense)

Area’s by Pitcher Inn – Mill in washed out areas between pavers. (Warranty Issue)

South Rumble Strip – Cobbles have settled in some places, adjust by raising, compacting base and resetting. (Warranty Issue)

South Rumble Strip – Material between cobbles had eroded in places. Fill in with new material. (Warranty Issue)

Fix brick bulges at manhole cover. (Warranty Issue)

The list will be compiled and submitted to the Griffin & Griffin the contractor.

Page 3

7:40 PM - Zoning Hiring Committee Assignment – The board discussed setting up a committee charged with hiring a new Zoning Administrator. The board agreed if there was anyone interested the organization interested to interview them first and then pursue outside applicants if there was no interest. The committee consisted of Bob Ackland from the Warren Selectboard, Jim Sanford from the Warren Planning Commission and Peter Monte from the Development Review Board.

7:50 PM – Motion by Mr. Cunningham to go into executive session to discuss personnel issues and invite Mr. Sanford, Mr. Monte and Ms. Jones, second by Mr. Ackland. All in Favor: VOTE: 4-0.

8:55 PM – Motion by Mr. Ackland to come out of executive session, second by Mr. Youmell.
All in Favor: VOTE: 4-0.

Other Business:

Norm Robinson Road Sign off Sugarbush Access Road – Mr. Cunningham asked about the new road sign. Ms. Jones commented that this was part of a sub division by Anna Whiteside and she had paid for the signs to be put up a few years ago.

9:00 PM – Approval of Minutes for May 22, 2018 – Motion by Mr. Youmell to approve the Minutes of May 22, 2018, second by Mr. Ackland. All in Favor: VOTE: 4-0.

9:05 PM – Approval of Accounts Payable Warrants – Motion by Mr. Ackland to approve the Accounts Payable Warrants as presented for \$250,261.48, second by Mr. Youmell. All in Favor: VOTE: 4-0.

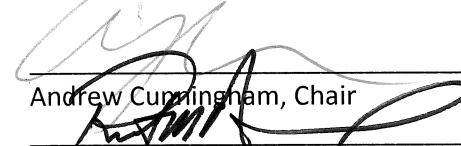
9:10 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the payroll warrants as presented for \$23,257.96, second by Mr. Youmell. All in Favor: VOTE: 4-0.


9:15 PM – Approval of Minutes for the Tri-Town Selectboard Summit on May 22, 2018 – Motion by Mr. Youmell to approve the Minutes of Tri Town Selectboard Summit on May 05, 2018, second by Mr. Ackland. All in Favor: VOTE: 4-0.


9:20 PM – Motion by Mr. Ackland to adjourn, second by Mr. Youmell. All in Favor: VOTE: 4-0.


Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

The Warren Selectboard



Andrew Cunningham, Chair


Bob Ackland, Vice Chair


Luke Youmell


Randy Graves

Town of Warren

Main Street Improvement Project

Warranty Issues

1. South rumble strip- Cobbles have settled in some places. Adjust by raising, compacting base and resetting.
2. South rumple strip- Material between cobbles has eroded in places. Fill in with new material.
3. Rain garden drainage issues- slope rain garden material to basin from all directions.
4. Seeding and mulching against edges.
5. Fix brick bulges at manhole cover.
6. Pitcher Inn step- Puddle forms. Change grades to slope away from steps then to catch basin.
7. Warren Store tree planter. Fix settled and uneven cobble stones.



Meeting Notes

Place: Warren Village Main Street
Improvement Project

Date: May 25, 2018

Notes Taken by: Mark Hamelin

Project #: 57904.00

Re: Drainage Issues

ATTENDEES

Mark Hamelin – VHB

Jim Sanford – Architect, Planning Commission and Warren Village Steering Committee

- I received a phone call from Jim while on vacation about drainage issues with the Warren Village Main Street project. Mentioned that damage had occurred over the winter and the Select Board was searching for solutions. He suggested to them that he get in contact with me prior to doing anything.
- Met on site with Jim - May 25, 2018 and toured the Village issues. Photos are in the project file.

1. PITCHER INN ENTRY:

a. Issue:

- i. Water is ponding in front of the Inns entry.
- ii. Limit of Work line excludes the existing large stone landing area
- iii. Plans show drainage arrows directing water away from the building/stone landing area and towards the catch basin - further towards the bridge.

b. Question:

- i. Was the stone landing area removed to lay the bricks and then settled?
- ii. Was the brick paving between the stone landing and the catch basin set too high to prevent positive drainage to the catch basin?

c. Possible solutions:

- i. Reset the stone landing area higher and adjust bricks to achieve positive drainage away from the Pitcher Inn entry and towards the bridge to the catch basin. As shown on the plans.
- ii. Leave the stone landing alone and reset/adjust the brick paver field to provide positive drainage to the catch basin. This may entail more adjustment than the first recommendation.

2. STORMWATER GARDEN ADJACENT TO PARKING AREA:

a. Issue:

- i. Private vehicles and snow plows have been driving through the storm water garden all winter or cutting the corner to get in the parking area.
- ii. Water is by passing the catch basin and draining into the parking lot as it originally did. It is a fairly steep grade at the transition into the parking area.
- iii. Some day lilies have survived and are coming back.

- iv. Plans indicate a granite curb surrounding the storm water garden. This curbing was never installed and it is not apparent that the catch basin is at a low point from all directions. The intent was to have the curbing contain the water and soil with the catch basin being set at the lowest point in the storm water garden.

b. Possible solutions:

- i. Bollards on either side to prevent drive throughs, install the curb as per plan and re-establish the storm water garden.
- ii. Install the curb and pave with brick pavers and appropriate sub-base.
- iii. In either solution, the curbing should be installed and proper drainage established to the catch basin.

3. PEDESTRIAN AREA ADJACENT TO BRIDGE:

a. Issue:

- i. Visitors are parking in this area, tree has been sheared off and the granite sets have sunken and the bench has not been installed.
- ii. The Warren Store is interested in keeping people from parking there.

b. Possible solutions:

- i. Replant the tree in the landscape area adjacent to the brook to keep it safer, while still providing shade to the pedestrian area.
- ii. Add two bollards to restrict parking
- iii. Install the bench
- iv. Either replace the granite set planter with brick and appropriate sub-base, keep and reset the granite sets with appropriate sub-base or remove the granite sets and plant with perennials.

4. LAWN ADJACENT TO LINEAR BRICK PARKING AREAS:

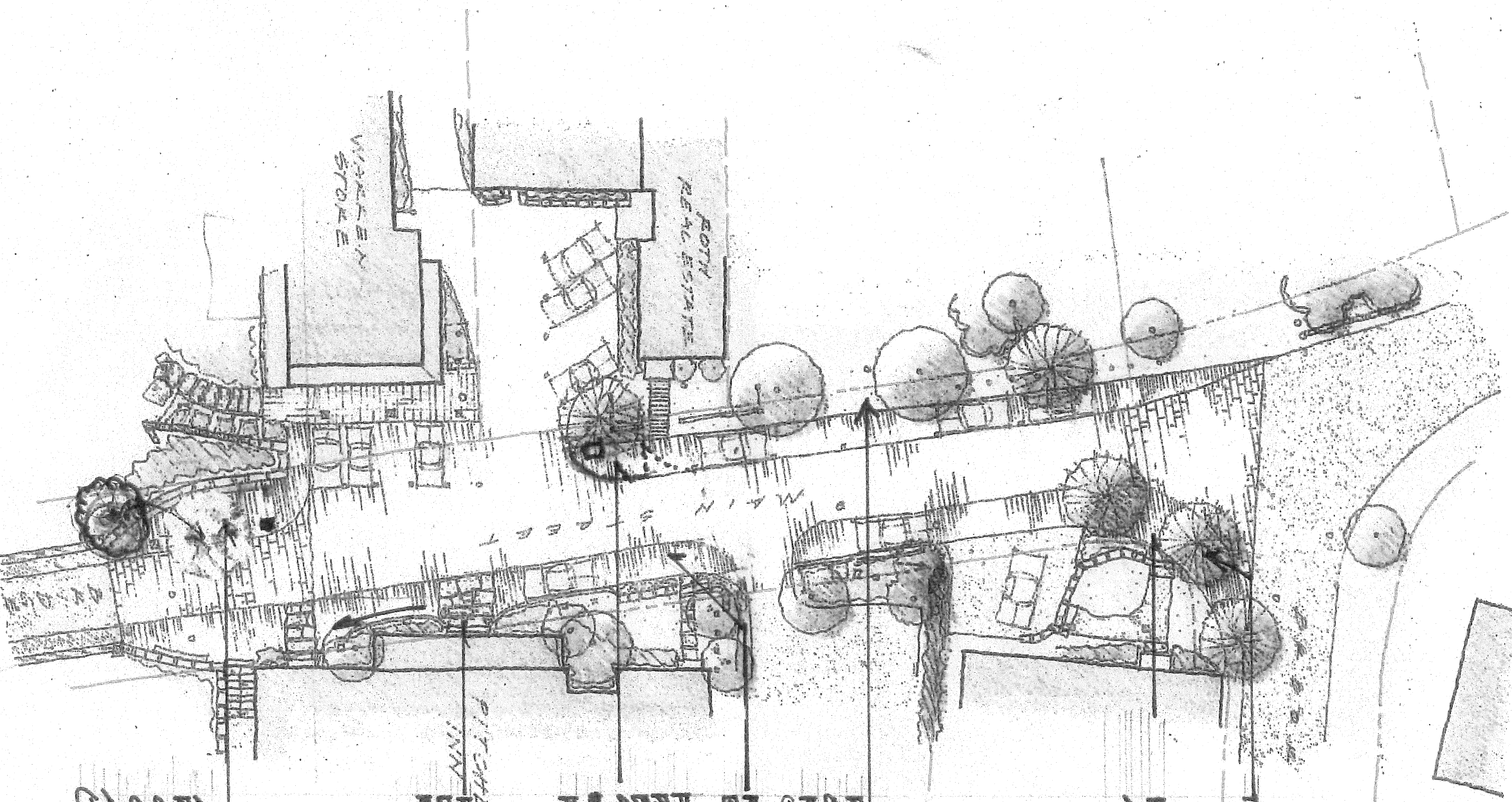
a. Issue:

- i. Lawn is being overrun by vehicles adjacent to the brick paving areas.

b. Possible solution:

- i. Install a row of granite fence posts 8' on center set slightly back (12 to 18 inches) from the edge of the brick paving area. This would visually and physically contain the vehicles to the brick surface.

5/3/10



REPLACE BROKEN COBBLES

REGRASS DRIVEWAYS TO
ABSORB RUNOFF WATER

PLANT PATULIUMS AT REAR
OF PAVES TO DISCOURAGE
FOOT & VEHICULAR TRAFFIC
OR BOLLARDS

PULL IN PATCHED OUT AREAS
BETWEEN PAVES

PULL IN GRASSY AREAS & BECK
PAVERS SLOPED TO CATCH
WATER IN RUNOFF AND ADD TO
GRASSY CURBING
ENSURE DRAINAGE
REALIGN PATHS?

PITCHER INN STEPS: ENSURE
DRAINAGE TO CATCH BASIN
REGRASS AND REPLACE

ADD BOLLARD (S)
RELOCATE TREE TO MAIN
GARDEN AND REPLACE
COBBLES & BECK
ADD PLANTERS BENCH
CABLE AND BIKES RACK.