

Agenda  
Warren Selectboard  
Tuesday, June 26, 2018  
Warren Municipal Building  
7:00 PM

7:00 PM – Public Comment

7:05 PM - Devin Thompson Klein Corrigan – Selectboard Candidate

7:25 PM – Mary Alberti – Selectboard Candidate

7:30 PM – Green Mountain Stage Race Road Use Approval – Gary Kessler

7:45 PM – *Personnel Policy Paying*  
Approval of Accounts Payable & Payroll Warrants

7:50 PM – Approval of Minutes from June 5, 2018

7:55 PM – Other Business

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

**Minutes of June 26, 2018**  
Warren Selectboard  
Warren Municipal Building  
7:00 PM

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

**Others Present:** Mary Ellen Alberti, Gary Kessler, Ruth Robbins, Dayna Lisaius, Mike Bridgewater, Devin Thompson Klein Corrigan, Sam (TV 44/45) Katy (VR), Cindi Jones.

**7:05 PM – Public Comment – None**

**7:06 PM – Devin Thompson Klein Corrigan – Selectboard Candidate** – Ms. Corrigan is a native of Warren and went to the University of Vermont and received a Bachelor of Arts, in European History, double minor in: German & Holocaust Studies. She and her husband started a business, Corrigan & Klein Artisan Builders located in Warren VT. She was interested in applying for the position as she was looking for ways to protect and improve the way of life in the Valley and it is her hope that being part of the Selectboard will offer an opportunity to fulfill her civic duty and help shape the future of the Town. Mr. Cunningham as if she knew what the Selectboard does. Ms. Corrigan responded no. Mr. Cunningham explained that there is a lot of time commitment involved such evening meetings, committee meetings on town projects, dog complaints, road access cuts, working on the budget, setting the tax rate, working cooperatively with the various appointed committees such as the Planning Commission, Conservation Commission and working with the various town staff and fire dept. She understood the time commitment and expressed that she could arrange her schedule around things to accommodate the time. The board thanked Ms. Corrigan for her interest in coming forward. The board had one more candidate to interview and a decision would be made at the end of the meeting and both candidates would be notified.

**7:40 PM – Mary Alberti – Selectboard Candidate** – Ms. Alberti came forward for this vacancy because she was interested in giving back and serving the community that has nurtured and shaped her. Her family moved to the Valley in 2004 and has been here ever since. She currently is the Assistant Manager at the East Warren Community Market where she has met and form deep bonds with residents and second homeowners. Ms. Alberti felt that she would be a good candidate because of her perspective and could add a helpful insight into a young/hardworking/renting generation that are moving to Warren. She wanted to get the younger generation more involved in the Town as many do not even know what the town does. She has some knowledge of what the Selectboard does from reading the local paper and appreciates what the Selectboard has done to make this community an amazing beautiful place to live. She is very determined and feels like she is very dependable and thanks the Warren Selectboard for this opportunity to be interviewed. The board thanked Ms. Alberti for coming in and invited her to stay for the meeting.

**7:55 PM – Gary Kessler -Green Mountain Stage Race Approval** – Mr. Kessler came to the board to ask permission to use the roads for the Green Mountain Stage Race. The race and time trials are the same as last year with no changes in the Warren leg. The date is August 31 where they would be in Warren doing the time trials for the four-day event. There are usually about 500-600 racers that sign up and last year they had the largest field for the Jr Division which was about 95 riders.

Motion by Mr. Ackland to approve the Road Use Permit/Festival Permit for the Green Mountain Stage Race, second by Mr. Youmell. All in Favor: VOTE: 4-0.

**8:10 PM – Personnel Policy – Dayna Lisaius** – Ms. Lisaius came to the board to see if there were any comments before the board adopts the policy. There was needed clarification on the insurance benefit section. Since Warren has under 20 employees, anyone taking Medicare must legally take it at age 65. For those employees who receive Medicare, The Town of Warren offers Medicare supplemental dependent coverage as well with the employee paying 100% of all dependent coverage premium. Dependent coverage premiums are deducted directly from the employee's payroll check. Vacation leave was discussed as with one employee that retired had accumulated 6 months of vacation leave. The policy states that: An employee may carry over hours not used in the current year and retain on the books an amount of leave time not to exceed his or her annual accrual. That carry over time must be used within the year or forfeited. Vacations will be scheduled at the discretion of the department head or Selectboard. Upon termination, retirement or permanent leave, an employee maybe paid for unused vacation not to exceed a total of fifteen (15) days. Ms. Lisaius will make corrections and return to the Selectboard for approval.

**8:30 PM – Planning Commission Recommendation for Zoning Administrator** – The Selectboard was provided with a letter from the Planning Commission on recommending for hire Ms. Ruth Robbins. The selection committee comprised of Mr. Ackland, Mr. Monte, and Sanford had interviewed Ms. Robbins and were all in agreement that she should be offered the job as Zoning Administrator. Ms. Graves wanted to thank Ms. Robbins for all her hard work and dedication for service as appointed interim Zoning Administrator for handling all the additional work load.

Motion by Mr. Ackland to accept the Planning Commissions recommendation letter to hire Ms. Robbins as the Town's Zoning Administrator, second by Mr. Youmell. All in Favor: VOTE: 4-0.

**8:36 PM – Approval of Minutes of June 12, 2018** – Motion by Mr. Youmell to approve the Minutes of June 12, 2018, second by Mr. Youmell. All in Favor: VOTE: 4-0.

**8:30 PM** – Motion to go into executive session to discuss personnel and invite Ms. Jones, second by Youmell. All in Favor: VOTE: 4-0.

**9:00 PM** – Motion by Mr. Ackland to come out of executive session, second by Mr. Youmell. All in Favor: VOTE: 4-0.

**9:05 PM** – Motion by Mr. Ackland to appoint Ms. Mary Ellen Alberti to the Warren Selectboard to fill the vacancy by Mr. Mays until Town Meeting Day in March, second by Youmell. All in Favor: VOTE: 4-0.

**Other Business:**

Planning Commission – Mr. Graves updated the board that the final phase of edits for the Town Plan were sent back to the consultant. There were some differences between the Central Vermont Regional Plan on Energy that it dictated that the local level was not allowed any flexibility in changing it. Central Vermont Regional's Plan was not in sync with State's Plan. After much discussion edits were made to the energy section of Warren's Plan.

Mr. Cunningham inquired about the timing of adoption of the new Town Plan. Mr. Graves commented that they are expecting the Warren Selectboard to approve the new Town Plan on November 1, 2018. The Planning Commission will hold its 30-day warning and take public comment on August 14, 2018.

Mr. Cunningham wanted to thank all that were involved in the new parking lot storm water for a project that turned out very well. Mr. Graves commented that it was another piece of tying the downtown into the center of the Village making it more inviting. He also commented that in the future, the Planning Commission would like to plan other future projects for budgeting and implementation such as lights on the other end of the down town by the cobbled area.

Bench - An email was received from Ms. Barbara Heck regarding finding a place for a bench in the name of Geoff Nunes a long-time resident of Warren who passed away. The Selectboard were all in agreement that they did not want the bench on Town Land, as it would set a precedent going forward. A suggestion was made at the Warren Store. Mr. Cunningham would contact Ms. Heck about the bench and suggest she talk to the Warren Store.

**9:10 PM** - Motion by Mr. Ackland to go into executive session to discuss personnel and invite Ms. Jones, second by Mr. Youmell. All in Favor: VOTE: 4-0.

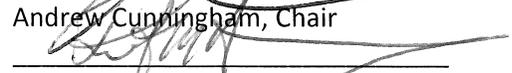
**9:40 PM** – Motion to come out of executive session by Mr. Ackland, second by Youmell. All in Favor: VOTE: 4-0.

**9:41 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

  
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Andrew Cunningham, Chair

  
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Bob Ackland, Vice Chair

  
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Luke Youmell

  
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Randy Graves