

Selectboard Minutes
August 14, 2018
Warren Selectboard
7:00 PM
Warren Municipal Building

Members Present: Andrew Cunningham, Chair, Luke Youmell, Randy Graves, Mary-Ellen-Alberti.

Members Absent: Bob Ackland, Vice Chair

Others Members Present: Jack Garvin, Alice Cheney, Ruth Robbins, Mike Bridgewater, Dan Raddock, Virginia Roth, Jim Sanford, Katy (VR), Ray Weston, Sam (VT 44/45), Camila Behn, Chris Behn, Dayna Lisaius and Cindi Jones.

7:05 PM – Public Comment – Alice Cheney came to the meeting to discuss some issues about the paving by the By Way sign and downtown by the gazebo. She commented that she and her neighbor Sandra Nohjl had wanted to express their comments not to pave that area. She commented that people are using it as a parking area and stated that it should have been left as a green space. The village paving was discussed at the May Selectboard and the board had given approval to the road foreman to include that and the two spaces by the gazebo into the paving. She commented that the two spaces by the gazebo that the cars parking there are employees that use them that work at the Pitcher Inn and the Warren Store. Prior to paving cars were parking there and creating an area that was becoming an issue for road maintenance. The cars overtime parking there had created the extra parking. Mr. Cunningham, commented that the business owners should be telling their employees that they have to use the municipal lots and leave them open for tourists. Mr. Graves commented that at the time of the discussion it was the right thing to pave and now looking at it he would have thought differently. The Selectboard had discussed this area and the By Way Sign area, as that it becomes a rutted up, water hole at the end of the side walk that creates maintenance issues of the sidewalk. Mr. Cunningham, commented that they will watch the area and if it becomes long term parking a 15-minute parking only sign could be placed or patrol enforcement can be called in along with the constables and maybe some plantings like Rugosa Rose bushes. Ms. Cheney appreciated being informed about the Fuller Hill Road progress and appreciated the Town for being careful around her trees that are planted in the Town Right of Way on her property. Mr. Behn and Mr. Raddock commented that the Planning Commission should have say on the projects that are happening. This was discussed at a prior warned meeting prior to paving of Main Street and at town meeting the road plan is also presented. Ms. Cheney expressed the issues with water quality and Ms. Jones, commented that the Town is very concerned about water quality with the new municipal Road permit. The Fuller Hill Road is an example of water quality which was partially funded by an eco-restoration grant with a project cost of \$189,000 project directed at water quality for this hydrologically connected road. The Behn Road was another example and the Warren School Storm Water Project. The board thanked Ms. Cheney for coming in and expressing her concerns.

7:30 – Highway Maintenance – Leaf Blower – Mr. Weston, Road Foreman, came to the Selectboard to discuss purchasing a trailer mounted leaf blower. Mr. Weston had researched other towns that are purchasing them. Many of the towns are using them to keep the leaves free of the ditches and culverts so that the water can run into the ditches and not pool and plug the culverts to prevent road erosion. It saves time grading as the operator is not bringing all the leaves, stick material into the road and blending them into the road which over time deteriorates the base of the road.

By using this machine, it opens up the ditches so that the stormwater that is flowing into the ditches from the road and property owners land can flow directly to the ditch and not erode into the road. It also helps to keep the stone lined ditches free of the material giving the ditch a longer life along with the culverts. Towns using this experience no grader berms along the roadways that prevent water from flowing off the road way. It Saves on grader operation at a 10% faster grader time so they don't have to back and forth numerous times to try to remove the grader berms. The cost is around \$7,900 and it would be funded out of the FEMA money that was received from Airport Road to help prevent erosion and to help comply with the new municipal road state mandated permit. There was much discussion on the cost of this but it is being funded out of the FEMA money that has already been received.

Motion by Mr. Youmell to approve the purchase of the Leaf Blower not to exceed \$9,000, second by Ms. Alberti. All in Favor: VOTE: 4-0.

7:45 PM – Main Street Down Town – Next Steps – Members of the Planning Commission were present to discuss with the Selectboard the next steps. A project team was formed at a previous meeting which included: Jim Sanford, Michael Ketchel, Randy Graves that met with Griffin & Griffin and Green Mountain Engineering. They walked the project to discuss warranty items and items that needed to be fixed due to the flaws in the original design. The group came up with a list of items that were new items to be constructed or re-designed as follows: Pitcher Inn drainage issue correction by adding drainage inlet to catch basin, improvements to pedestrian area north of the bridge to remove cobbles, tree root, repave with brick pavers and in stall bollard stone. Upgrade rain garden area issues by relocation granite curbing to sloping to catch basin, and repave rest of area. Upgrade area west of parking area by adding 6"x6" granite bollards tight to brick pavers connected by chains. To move the new re-design items along, the Selectboard have to sign a contract with Green Mountain Engineering to design sketches and details of proposed site improvements as stated so that they can get a price from Griffin & Griffin for the new items. There was much talk about the area in front of the Roth property and that the bollards were not going to work and Ms. Roth would like to see day lilies planted and the area roped off while they grew and she would like to see that this year. Mr. Garvin commented that the area by the bridge would look nice to have a bike rack, table, chairs so that people could sit out there, however, it is on town land and the question of liability came up if someone stole a bike. Ms. Behn commented that the project is a working project and that due to the lack of grant money the paved section of the street would have been all paver bricks and at some point, would be in a plan going forward. Ms. Roth pointed out that if the town is going to have a beautification project that they need to take care of the area including weeding the day lilies. Ms. Behn commented that there is a lack of aesthetic consistency from one end of town to the other and that the Planning Commission would like to have some input. Ms. Roth wanted to know when the area by the storm catch basin would be addressed and if it would be this year. Mr. Cunningham commented that the first step was contracting with the engineer for sketches and the design work to receive a quote from Griffin & Griffin. A future line in the budget for the down town project would be looked at for maintenance. The board also approved planting the day lilies and roping the area off. Ms. Jones would look into landscapers to do that work. No discussion on where the money was coming from to fund the engineering contractor or future costs.

Motion by Mr. Youmell to approve signing the contract with Green Mountain Engineering, crossing the bollards off the list, second by Mr. Graves. All in Favor: VOTE: 4-0.

8:10 pm – Personnel Policy – Ms. Lisaius came back to the board with the final copy to adopt and sign with the last changes. She commented that she will send out the adopted personnel policy with the paychecks to each employee so that they can read it, sign and date that they have a copy. Mr. Graves suggested a time limit to get the signed copy back. The board agreed that every employee should have it signed and back by September 30, 2018. Mr. Cunningham commented that it should state that the road crew clothing allowance and boots should be capped at \$800 annually and must be used during the year.

Motion by Mr. Youmell to approve the personnel policy as presented, second by Mr. Graves. All in Favor: VOTE: 4-0.

8:10 PM – Approval of Minutes for July 24, 2018 – Motion by Mr. Youmell to approve the Minutes of July 24, 2018, second by Mr. Graves. All in Favor: VOTE: 4-0.

8:15 PM – Approval of Accounts Payable – Motion by Luke to approve the Accounts Payable Warrants as presented for \$203,050.22, second by Ms. Alberti. All in Favor: VOTE: 4-0.

8:17 PM – Approval of Payroll Warrants – Motion by Mr. Youmell to approve the Payroll Warrants as presented for \$22,888.63, second by Mr. Graves. All in Favor: VOTE: 4-0.

Other Business: Street Naming – Ms. Robbins, Zoning Administrator presented to the Warren Selectboard as directed by the ordinance two new street names to be approved. One is the Eardensohn subdivide property at 627 Airport Road with a new home being added creating the need for a road name. Due to the longevity of the Eardensohns' on this drive she asked them for a name suggestion which is Lichen Rock Road. The state 911 coordinator approve the road name and the Selectboard needs to sign off on it.

Motion by Mr. Youmell to approve the new street name "Lichen Rock Road", second by Ms. Alberti. All in Favor: VOTE: 4-0.

Murray Hill Road - When you turn off of Fuller Hill onto Murray Hill there is an immediate left that is also considered and currently labeled as Murray Hill. There is a new home being built and another expected this fall or next spring, this "spur" off of Murry Hill really needs to be a new road name to eliminate confusion for emergency personnel. The Zoning Administrator has suggested two names after talking with the Mr. Jones and the Houlihan's. The Houlihan's looked back in the records for previous names of property owners looking at it as a historical. The Houlihan's suggested "Martin Way" and Mr. Jones who has lived there for over 40+ years suggested Tu Yon Way. Mr. Cunningham commented that this should be deferred until Mr. Colwell could weigh in on the new road name.

8:30 PM – Airport Road – Dilapidated Trailer – Mr. Behn came to the board to discuss the removal of the old dilapidated trailer that is owned by Chris Kingsbury. There has been some progress on the removal as the owner had all the asbestos removed from the site. There are no windows or doors remaining in the structure. Mr. Behn has sent letters to Mr. Kingsbury stating that his trailer is devaluing the properties on Highland Road and that Mr. Behan can't seem to sell the adjoining property because of the trailer site. The board discussed that the road crew could eliver ditch fill to the site to help with

access for removal but not spread it. Mr. Behn is requesting a time line of removal of the trailer and maybe an ordinance should be developed for situations such as this.

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Mr. Cunningham commented that it would open up a can of worms and did not want to go that route. Ms. Jones would follow up with Mr. Kingsbury and see what a time line would be.

8:40 PM – Motion to go into executive session to discuss personnel, inviting Ms. Jones and Mr. Campbell. All in Favor: VOTE: 4-0.

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

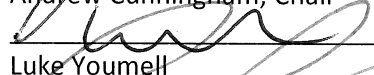
9:05 PM – Motion by Mr. Youmell to adjourn, second by Mr. Graves. All in Favor: VOTE: 4-0.

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

The Warren Selectboard



Andrew Cunningham, Chair



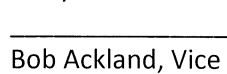
Luke Youmell



Randy Graves



Mary-Ellen Alberti



Bob Ackland, Vice Chair