WARREN SELECTBOARD AGENDA

Location: Warren Municipal Building, 42 Cemetery Road

Date: November 12, 2019

Time: 7:00 PM

Agenda Items

7:00 PM – 7:05 PM	Public Comment
7:05 PM – 7:45 PM	Budget Preparations 2020 Review of MRVPD 2020 Work Plan
7:46 PM – 8:05 PM	Drug & alcohol Policy for Commercial Motor Vehicle Drivers - Approval Winter Road Maintenance Policy Approval
8:05 PM – 8:06 PM	Approval of Accounts Payable Warrants & Payroll Warrants $27,171.65 & 448,652.43
8:06 PM – 8:10 PM	Approval of Minutes from October 22, 2019 Approval of Minutes from October 29, 2019 Approval of Minutes from October 30, 2019
	Other Business

**Agenda Subject to Change

WARREN SELECTBOARD MINUTES

Date: November 12, 2019
Time: 7:00 PM

In Attendance

Members Present: Andrew Cunningham, Chair, Luke Youmell, Randy Graves & Camilla Behn.

Members Absent: Bob Ackland, Vice Chair

Others Present: Dayna Lisaius, Cindi Jones, TV 44/45

Approval of Minutes

The Minutes of Minutes October 22, 2019 – Motion by Mr. Youmell to approve the Minutes of October 22, 2019, second by Ms. Behn. All in Favor: VOTE: 4-0.

The Minutes of October 29, 2019 – Motion by Mr. Youmell to approve the Minutes of October 29, 2019, second by Mr. Graves. All in Favor: VOTE: 4-0.

The Minutes of October 30, 2019 – Motion by Mr. Youmell to approve the Minutes of October 30, 2019, second by Ms. Behn. All in Favor: VOTE: 4-0.

Public Comment –

There was no Public Comment

Budget Preparations 2020

The board discussed what they wanted to see in the 2020 budget. The board as suggested by Mr. Ackland, that any increase over 3% needs an explanation from the department head. Also discussed and what they wanted to see as the wage increases for 2020 budget. Mr. Cunningham commented that he had looked at the reports for the 3rd quarter and it was looking to be around 2.7% and that the trend for the 4th quarter would be at 3.0% The rest of the board agreed that this was reasonable to budget. Other parts of the budget such as the health insurance was still on hold until discussed. After receiving direction from the board, Ms. Jones now could proceed on compiling the budget with departments for 2020.

Also discussed was that prior to moving forward on the road plan, Ms. Jones and Mr. Weston needed some direction from the board concerning the Sugarbush Access Road paving and culvert work with what Sugarbush's plans were concerning the new pond and development of the new employee housing. The board discussed that it would be better to push off the work on the Access Road for 2020, until Sugarbush presented a plan on what they were planning in the next year. The board did not want pave and do the culvert, and then have the road dug up from Sugarbush projects.

Review of MRVPD 2020 Work Plan – Bob Ackland

Mr. Ackland was not present. Ms. Jones suggested that the board read the workplan if they had questions, to email Mr. Ackland prior to the Selectboard Team Leadership Meeting scheduled for November 21, 2019.

Approval of Drug & Alcohol Policy for Commercial Motor Vehicle Drivers

Ms. Jones presented to the board a drug and alcohol policy that the Town should have to meet the PACIF Drug & Alcohol requirements along with the federal requirements. After attending the Reasonable Suspicion Testing Training and being the DER, it was recommended that the Town should have a policy.

Motion by Mr. Youmell to approve the Drug & Alcohol Policy for Commercial Motor Vehicle Drivers, second by Mr. Graves. All in Favor: VOTE: 4-0.

Approval of Winter Road Maintenance Policy

Ms. Jones presented to the board the Winter Road Maintenance Policy with the amendment of adding trash and trash receptacles. Ms. Behn commented that this was a great policy and that it should be on the web and given to organizations/businesses and people when questions arise.

Motion by Mr. Youmell approve the Winter Road Maintenance Policy with the amendment, second by Ms. Behn. All in Favor: VOTE: 4-0.

Employee Health Care Plan –

Ms. Lisaius came to discuss and see what plan the Selectboard was going with for the employees for the 2020 budget. From the last Selectboard meeting, the board was waiting to hear back from Mr. Eilers regarding the Blue Edge Business CDHP 1 plan. Ms. Lisaius presented this information to the board and it was not going to be a good fit. After much discussion on the plans and what was financially better for the town the board agreed to look at the MVP Platinum Standard Plan which was the same as the Blue Cross Plan, but also wanted Mr. Eilers to present to the employees the MVP Gold 3 HDHP Non Standard Plan – VT Plus plan the following day. If Mr. Eilers has better numbers of the employees on the current plans and he recommend that the Town go with the MVP Gold 3 HDHP Plan, then the board would vote to accept this plan the only plan that the Town has. It does not include any employee who is and, on the Medicare, Blue Cross Plan for employees that ate 65 which there is only one employee. One or two of the board members would try to make the meeting, but Ms. Lisaius would bring back to the board the decision that the employees liked most.

Approval of Accounts Payable Warrants –

Motion by Mr. Youmell to approve the Accounts Payable Warrants as presented for$448,652.43, second by Mr. Graves. All in Favor: VOTE: 4-0.

Approval of Payroll Warrants –

Motion by Mr. Youmell to approve the Payroll Warrants as presented for $27,171.65, second by Mr. Graves. All in Favor: VOTE: 4-0.

New Business –

- Next Selectboard Meeting will be the first week of December starting the budget process. December 3, 2019 at 7:00 PM.

- 8:35 PM – Reprimand Letter – Motion by Mr. Cunningham to rehire Mr. Christopher Kathan under the conditions as stated in a letter written by the Selectboard, second by Mr. Youmell. All in Favor: VOTE: 4-0.

Executive Session

8:35 PM – Motion by Mr. Youmell to go into executive session to discuss real estate, second by Mr. Graves. All in Favor: VOTE: 4-0.

9:05 PM – Motion by Mr. Youmell to come out of executive session, second by Mr. Graves. All in Favor: 4-0.

Next Meeting

December 3, 2019, 7:00 PM, Warren Municipal Building

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

Camilla Behn

Bob Ackland, Vice Chair

Medical Renewal 2020

Town of Warren

Deductible/OOP Max	2019 Plan: BCBSVT Platinum Standard Plan	2020 Plan: BCBSVT Standard Platinum	2020 Plan: BCBSVT Standard Gold
	Individual / Family	Individual / Family	Individual / Family
Medical Deductible	$350 / $700	$350 / $700	$900 / $1,800
RX Deductible*	$0 / $0	$0 / $0	$100 / $100 per person
TOTAL DEDUCTIBLE	$350 / $700	$350 / $700	$1,000 / $1,800 + $100 pp
Out-of-Pocket Maximum			
Medical	$1,350 / $2,700	$1,350 / $2,700	$5,000 / $10,000
RX	$1,350 / $2,700	$1,350 / $2,700	$1,350 / $2,700
TOTAL OOP	**$2,700 / $5,400**	**$2,700 / $5,400**	**$6,350 / $12,700**
NET OOP FOR EMPLOYEES	**$2,700 / $5,400**	**$2,700 / $5,400**	**$6,350 / $12,700**
Family Deductible/OOP	Stacked	Stacked	Stacked
Medical Deductible Waived For:	Prev, OV, UC, Amb	Prev, OV, UC	Prev, OV, UC
Drug Deductible Waived For:	N/A	N/A	Generic Scripts
Service Category	**Cost Sharing ***	**Cost Sharing ***	**Cost Sharing ***
Inpatient/Outpatient	10%	Ded then 10%	Ded then 30%
ER	$100	Ded then $100	Ded then $150
Radiology (MRI, CT, PET)	10%	Ded then 10%	Ded then 30%
Preventative	$0	$0	$0
PCP/MH/SA Office Visit	$10	$15	$20
Specialist Office Visit	$30	$40	$50
Prescription Drugs			
Generic	$5	$10	$10
Preferred Brand	$50	$50	$50
Non-Preferred Brand	50%	50%	50%

Rates	2019 Rates			2020 Rates			2020 Rates		
Single	3 x $787	=	$2,361	3 x $900	=	$2,700	3 x $778	=	$2,333
2-Person	4 x $1,574	=	$6,295	4 x $1,800	=	$7,201	4 x $1,555	=	$6,221
Parent and Child(ren)	1 x $1,519	=	$1,519	1 x $1,737	=	$1,737	1 x $1,501	=	$1,501
Family	1 x $2,211	=	$2,211	1 x $2,529	=	$2,529	1 x $2,185	=	$2,185
Total Monthly Premium			$12,385			$14,168			$12,239
Total Annual Premium			**$148,622**			**$170,017**			**$146,873**
Broker Fee (PEPM)	**9**	$20	**$2,160**	**$9**	$20	**$2,160**	**$9**	$20	**$2,160**
Total Annual Premium incl Broker fee			**$150,782**			**$172,177**			**$149,033**
Total Annual Premium Change					***14.2%***	***$21,394***		***-1.2%***	***-$1,749***
HSA Funding Option	**Per Employee**		**Total**	**Per Employee**		**Total**	**Per Employee**		**Total**
Single	3 x	=	$0	3 x	=	$0	3 x	=	$0
2-Person	5 x	=	$0	5 x	=	$0	5 x	=	$0
Family	1 x	=	$0	1 x	=	$0	1 x	=	$0
Total Annual HSA Contribution			**$0**			**$0**			**$0**
HRA Funding Option	**Per Employee**		**Total**	**Per Employee**		**Total**	**Per Employee**		**Total**
Single	3 x $0	=	$0	3 x	=	$0	3 x	=	$0
2-Person	4 x $0	=	$0	4 x	=	$0	4 x	=	$0
Parent and Child(ren)	1 x $0	=	$0	1 x	=	$0	1 x	=	$0
Family	1 x $0	=	$0	1 x	=	$0	1 x	=	$0
Total Maximum Plan Exposure			**$0**			**$0**			**$0**
Total Expected Plan Exposure		65%	**$0**		65%	**$0**		50%	**$0**
Total Expected Plan Cost			**$150,782**			**$172,177**			**$149,033**
Variance					***14.2%***	***$21,394***		***-1.2%***	***-$1,749***

This is a summary only. Please refer to plan documents for full details.

Medical Renewal 2020

Town of Warren

Deductible/OOP Max		2019 Plan BCBSVT Platinum Standard Plan			2020 Plan MVP Platinum Standard Plan			2020 Plan MVP Gold 1 Standard Plan		
		Individual		Family	Individual		Family	Individual		Family
Medical Deductible		$350		$700	$350		$700	$900		$1,800
RX Deductible*		$0		$0	$0		$0	$100 (brand)		$200 (brand)
TOTAL DEDUCTIBLE		$350		$700	$350		$700	$1,000		$1,800 + $200 pp
Out-of-Pocket Maximum										
Medical		$1,350		$2,700	$1,350		$2,700	$5,000		$10,000
RX		$1,350		$2,700	$1,350		$2,700	$1,350		$2,700
TOTAL OOP		**$2,700**		**$5,400**	**$2,700**		**$5,400**	**$6,350**		**$12,700**
NET OOP FOR EMPLOYEES		**$2,700**		**$5,400**	**$2,700**		**$5,400**	**$6,350**		**$12,700**
Family Deductible/OOP		Stacked			Stacked			Stacked		
Medical Deductible Waived For:		Prev, OV, UC, Amb			Prev, OV, UC			Prev, OV, UC		
Drug Deductible Waived For:		N/A			N/A			Generic Scripts		
Service Category		**Cost Sharing ***			**Cost Sharing ***			**Cost Sharing ***		
Inpatient/Outpatient		10%			Ded then 10%			Ded then 30%		
ER		$100			Ded then $100			Ded then $150		
Radiology (MRI, CT, PET)		10%			Ded then 10%			Ded then 30%		
Preventative		$0			$0			$0		
PCP/MH/SA Office Visit		$10			$15			$20		
Specialist Office Visit		$30			$40			$50		
Prescription Drugs										
Generic		$5			$10			$10		
Preferred Brand		$50			$50			$50		
Non-Preferred Brand		50%			50%			50%		
Rates		**2019 Rates**			**2020 Rates**			**2020 Rates**		
Single	3 x	$787	=	$2,361	$785	=	$2,354	$664	=	$1,991
2-Person	4 x	$1,574	=	$6,295	$1,569	=	$6,276	$1,327	=	$5,309
Parent and Child(ren)	1 x	$1,519	=	$1,519	$1,514	=	$1,514	$1,281	=	$1,281
Family	1 x	$2,211	=	$2,211	$2,205	=	$2,205	$1,865	=	$1,865
Total Monthly Premium				$12,385			$12,348			$10,446
Total Annual Premium				**$148,622**			**$148,180**			**$125,346**
Broker Fee (PEPM)	**9**		$20	**$2,160**		$20	**$2,160**		$20	**$2,160**
Total Annual Premium incl Broker fee				**$150,782**			**$150,340**			**$127,506**
Total Annual Premium Change						***-0.3%***	***-$442***		***-15.4%***	***-$23,276***
HSA Funding Option		**Per Employee**		**Total**	**Per Employee**		**Total**	**Per Employee**		**Total**
Single	3 x		=	$0		=	$0		=	$0
2-Person	5 x		=	$0		=	$0		=	$0
Family	1 x		=	$0		=	$0		=	$0
Total Annual HSA Contribution				**$0**			**$0**			**$0**
HRA Funding Option		**Per Employee**		**Total**	**Per Employee**		**Total**	**Per Employee**		**Total**
Single	3 x		=	$0		=	$0		=	$0
2-Person	4 x		=	$0		=	$0		=	$0
Parent and Child(ren)	1 x		=	$0		=	$0		=	$0
Family	1 x		=	$0		=	$0		=	$0
Total Maximum Plan Exposure				**$0**			**$0**			**$0**
Total Expected Plan Exposure			65%	**$0**		65%	**$0**		50%	**$0**
Total Expected Plan Cost				**$150,782**			**$150,340**			**$127,506**
Variance						***-0.3%***	***-$442***		***-15.4%***	***-$23,276***

This is a summary only. Please refer to plan documents for full details.

Medical Renewal 2020

Town of Warren

Deductible/OOP Max	2019 Plan: BCBSVT Platinum Standard Plan	2020 Plan: BCBSVT Blue Rewards Gold CDHP	2020 Plan: MVP Gold 3 HDHP Non Standard Plan - VT Plus
	Individual / **Family**	**Individual** / **Family**	**Individual** / **Family**
Medical Deductible	$350 / $700	$3,250 / $6,500	$2,700 / $5,400
RX Deductible*	$0 / $0	Integrated w/ Medical / Integrated w/ Medical	Integrated w/ Medical / Integrated w/ Medical
TOTAL DEDUCTIBLE	$350 / $700	$3,250 / $6,500	$2,700 / $5,400
Out-of-Pocket Maximum			
Medical	$1,350 / $2,700	$3,250 / $6,500	$2,700 / $5,400
RX	$1,350 / $2,700	$1,400 / $2,800	$1,400 / $2,800
TOTAL OOP	**$2,700 / $5,400**	**$3,250 / $6,500**	**$2,700 / $5,400**
NET OOP FOR EMPLOYEES	**$2,700 / $5,400**	**$3,250 / $6,500**	**$2,700 / $5,400**
Family Deductible/OOP	Stacked	Aggregate	Aggregate
Medical Deductible Waived For:	Prev, OV, UC, Amb	Preventive	Preventive
Drug Deductible Waived For:	N/A	Wellness Scripts - $5/40%/60%	Wellness Scripts
Service Category	**Cost Sharing ***	**Cost Sharing ***	**Cost Sharing ***
Inpatient/Outpatient	10%	Ded then 0%	Ded then 0%
ER	$100	Ded then 0%	Ded then 0%
Radiology (MRI, CT, PET)	10%	Ded then 0%	Ded then 0%
Preventative	$0	$0	$0
PCP/MH/SA Office Visit	$10	Ded then 0%	Ded then 0%
Specialist Office Visit	$30	Ded then 0%	Ded then 0%
Prescription Drugs			
Generic	$5	$0	$0
Preferred Brand	$50	$0	$0
Non-Preferred Brand	50%	$0	$0

Rates	2019 Rates			2020 Rates			2020 Rates		
Single	3 x $787	=	$2,361	3 x $695	=	$2,084	3 x $652	=	$1,955
2-Person	4 x $1,574	=	$6,295	4 x $1,389	=	$5,557	4 x $1,304	=	$5,215
Parent and Child(ren)	1 x $1,519	=	$1,519	1 x $1,341	=	$1,341	1 x $1,258	=	$1,258
Family	1 x $2,211	=	$2,211	1 x $1,952	=	$1,952	1 x $1,832	=	$1,832
Total Monthly Premium			$12,385			$10,933			$10,260
Total Annual Premium			**$148,622**			**$131,194**			**$123,116**
Broker Fee (PEPM)		$20	**$2,160**		$20	**$2,160**		$20	**$2,160**
Total Annual Premium incl Broker fee			**$150,782**			**$133,354**			**$125,276**
Total Annual Premium Change					***-11.6%***	***-$17,428***		***-16.9%***	***-$25,506***
HSA Funding Option	**Per Employee**		**Total**	**Per Employee**		**Total**	**Per Employee**		**Total**
Single	3 x	=	$0	3 x	=	$0	3 x	=	$0
2-Person	5 x	=	$0	5 x	=	$0	5 x	=	$0
Family	1 x	=	$0	1 x	=	$0	1 x	=	$0
Total Annual HSA Contribution			**$0**			**$0**			**$0**
HRA Funding Option	**Per Employee**		**Total**	**Per Employee**		**Total**	**Per Employee**		**Total**
Single	3 x	=	$0	3 x	=	$0	3 x	=	$0
2-Person	4 x	=	$0	4 x	=	$0	4 x	=	$0
Parent and Child(ren)	1 x	=	$0	1 x	=	$0	1 x	=	$0
Family	1 x	=	$0	1 x	=	$0	1 x	=	$0
Total Maximum Plan Exposure			**$0**			**$0**			**$0**
Total Expected Plan Exposure		65%	**$0**		65%	**$0**		50%	**$0**
Total Expected Plan Cost			**$150,782**			**$133,354**			**$125,276**
Variance					***-11.6%***	***-$17,428***		***-16.9%***	***-$25,506***

This is a summary only. Please refer to plan documents for full details.

MAD RIVER VALLEY
PLANNING DISTRICT

FY21 Work Plan

(March 2019-February 2020)
10/21/19 Draft

Transportation (16%)

- MRV Transportation Advisory Committee Facilitation/Management
  - GMT Evolution/support
  - MADTAC facilitation/management
  - Mad Bus route
- Assist towns w/ projects
  - Waitsfield West Sidewalk
  - Crosswalk
  - Install & Analyze Counters

Housing (14%)

- MRV Housing Coalition
  - Administrative & Technical Support
    - Attendance, coordination, resource/data
  - Facilitation/next step support
    - 2020 Housing Summit
- Strategic Planning
- Packaging Projects for MRV Housing Coalition & Partners
  - Housing Demand Analysis Next Steps
  - Downstreet & other statewide partner mtgs

Placemaking (14%)

- Work w/ Waitsfield PC on "downtown"
  - Wastewater/Wetlands Inventory MPG Project
  - Take Analysis project to next step
  - Irasville Planning with PC
- Byway Signage Upgrade

Recreation (8%)

- Active Transportation Plan Implementation

- Trailhead Signage
- Finish admin of one existing (BGS)
- MOU

- MRV Trails Collaborative
  - Prepare/support spring Trail Summit and hand off

Municipal (7%)

- Municipal Planning Assistance
  - Fayston Town Plan
  - Warren Zoning Regulations
  - Warren Neighborhood Development Area Designation
- Grant Writing/Technical Assistance
- Zoning Administrator Support
  - ZA Mtgs/support
- Meeting Attendance
- Tri-Town Leadership Mtg
  - Nov. 2020

Data (9%)

- 2020 MRV Data Report

Sugarbush (3%)

- Review of Sugarbush Resort Development Proposals

General Admin (16%)

- Office Admin
- Develop Communications Strategy
- Newsletter/article/web

Other (13%)

- Meetings
- Grant Support
- Workshops

MAD RIVER VALLEY
PLANNING DISTRICT

FY20 Work Plan

(March 2019-February 2020)
Mid-year Update

Recreation

- MRV Unified Trailhead Kiosk Project
  - 20/50 completed. 12 to be done by mid-Oct. Remaining by Jan. 1
  - Printed & Digital Map
  - Byway sign upgrades in new year
  - MOU in new year
- MRV Trails Collaborative Working Group
  - Continue facilitating meetings (4 so far this year)
  - Prepare/support spring Trail Summit and hand off
- Project Grants
  - Finish admin of two existing (BGS & Dept of Health)

Municipal

- Municipal Planning Assistance
  - Zoning review (Waitsfield)
  - Village Center Re-designation
- GIS Wastewater/Wetlands Analysis
  - MPG application
  - Complete GIS review
- Grant Writing/Technical Assistance
  - EVSE grants awarded
  - Bike & Ped Grant – SB Access Rd.
- Zoning Administrator Support
  - ZA Mtgs
- Meeting Attendance
  - Waitsfield SB: Sidewalk, PC: Recreation Economy
  - Warren PC: Workforce Housing
  - Rotary: Data Report, Housing, Transportation, Recreation Updates
- Tri-Town Leadership Mtg
  - Nov. 2019

Housing

- MRV Housing Coalition Facilitation/Management
  - Next Steps & Reorganization (mtgs & board elections)
  - Up through July: warning, agenda, coordination, facilitation, minutes, connecting to resources/data
  - Going forward
    - Attendance, coordination, resource/data
    - Next steps/goals/roles
- Packaging Projects for MRV Housing Coalition & Partners
  - Housing Demand Analysis

- Downstreet & other statewide partner mtgs

Transportation

- MRV Transportation Advisory Committee Facilitation/Management
  - Communications/management during potential service suspension period
  - Advocating GMT Board
  - Municipal Contribution
  - MADTAC facilitation/management
  - Mad Bus route
- Warren SB Access Rd Grant
  - Not funded
- EPA Smartgrowth
  - Not funded
- MRV TAC Transportation Survey/s
  - Community Transportation Initiative
  - Provided data, insights, recommendations
  - Turned into Free Wheelin'

Data

- 2019 MRV Data Report
  - Ongoing

Sugarbush

- Review of Sugarbush Resort Development Proposals
  - Employee Village Review & Warren PC Mtg
    - Continuation
  - Upcoming for other development projects (Act 250)

Conservation

- Mad River Watershed Conservation Partnership
  - Ongoing Communication