

Agenda  
Warren Selectboard  
September 22, 2020  
VIA Zoom  
6:00 PM

6:00 PM – Public Comment

6:15 PM – Covid-19 Update – Jeff Campbell

6:30 – PM – Mad River Valley Planning District Update – Bob Ackland  
Tri-town Leadership Meeting

6:45 PM – KPAS – Temporary Permit for KPAS For School Program Located at the Church

6:55 PM – Road Access Permit – David Brown

7:00 PM – Approval of Accounts Payable & Payroll Warrants

7:05 PM – Other Business  
Additional Office Hours for Office Aid – Reta Goss

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

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**Minutes of September 22, 2020**

Warren Selectboard

6:00 PM

VIA Zoom

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

**Others Present:** Lexi Leacock, Beth Binns, Doug Stoehr, Tony (TV 44/45), Dave Ellison & Cindi Jones.

**6:00 PM – Public Comment** – Dave Ellison updated the board on what the library was doing. The Library did open and they started getting people coming in. The curbside picks up service is starting to dwindle as there are fewer bags outside. He reported that the Library is financially underbudget by 8% for the year. He commented that Ms. Schmukal did an outstanding job on planning the opening of the Library. Mr. Ellison did ask the board as they start their budgeting process if the board had any guidelines. Mr. Cunningham commented that it is a very bleak picture for the next year coming up, be cautious in your approach. There are revenues coming in now but with Covid implications next year could be challenging. The board thanked Mr. Ellison for coming in and commended the board and Librarian for a well-managed plan of opening the library.

**6:05 PM – KPAS Comment** – Beth Binns – Ms. Binns reported that she had asked Lisa Loomis to ask the question to the Governor if there was a legal reason why child care hubs cannot utilize the school space. The Governor responded that he thought they could and then Secretary Smith got up and said yes, they can be in the school. There are many childcare hubs in schools and any district that doesn't understand this can call. She expressed that there is funding to help with and Warren families need this service. She commented that she is advocating the use of the school for this program as it should be there. She understood that tonight's meeting is an emergency short term solution of using the space at the Warren Church but it would be much better to have the program at the school. She was going to go to the Harwood School Board and advocate that this program should be based at the Warren School.

**6:15 PM – Covid Update – Jeff Campbell** – Mr. Campbell reported that there are 1721 cases in the State, 67 in the last 14 days, 13 in Washington County with a total of 77 and no new deaths holding at 58. State wide they have tested 157,341 with 10,559 tested in the last 14 days. Expected that there would be some cases with colleges back in session. The Harwood District has started their phase of Monday, Tuesday, Thursday and Fridays. The district plans on going to tier 3 mid-October. The Governor has lifted the restrictions on lodging so that lodge owners can book to 100% capacity as long as they follow the CDC guidelines. Inside dining is still restricted at 75 and 150 outside seating. Bars can now open up to as long as there is 6' distancing and they have partitions in front of the bar tender and patrons. Information on traveling is updated on the ACCD website weekly on Tuesdays. Ms. Behn asked about the masks and if people were picking them up at the office. Ms. Campbell responded and said that Ms. Goss has given out some and they seem to be one size fits all. She did give some to the Library as well.

**6:20 Mad River Valley Planning District Update- Bob Ackland** – The Planning District has been working on a new Valley Community Dashboard. Its goal is to incorporate community voices and vision to help answer the question: "How is the Mad River Valley doing?" It has a purpose, a process and end product. The purpose: 1) Set goals to track progress toward the MRV Vision Statement, 2) Provide community members and decision-makers with relevant, up-to-date information.

The Process: 1) Convene stakeholders to set goals related to the 2015 MRV Vision. 2) Identify indicators that measure shared goals. 3) Increase accessibility & usability of data through an online dashboard another communication strategy. The Product: 1) Strengthened relationships & communication networks, 2) Data-informed to track progress toward shared goals and provide a measure of accountability.. This work is about 30% of the Mad River Planning Districts work load. Dan Raddock, a Member of the Warren Planning Commission, sits on the Advisory Committee as well as members from the other towns. Ms. Behn asked if they were referring to the Town Plans each town has? Mr. Ackland commented Yes, and the idea is to take those goals, how to plan on meeting them and how is the Valley Towns doing on these goals? Mr. Ackland commented he has been doing the housing piece going through the other Valley Town Plans and it is a lot of work.

**Tri-Town Meeting** - Mr. Ackland commented that he has heard that the past meetings has been very boring. This year the meeting will be a one topic focus a 2-hour long discussion moderated by Paul Costello. It is scheduled for November 19 and the topic will be housing. They do not have a location as of yet as they are trying to figure out the social distance piece for 15-20 people and a video platform for the public. This will be a discussion only with the 3 Town Selectboards and the Mad River Housing Coalition Plan will be presenting their strategic plan. If there is time left the Valley Recreation District and the Mad River Valley Planning District will present their budgets. Mr. Ackland did comment that these items would be shared prior to the meeting to the Valley Boards for their budget meetings.

**6:33 PM** – Mr. Cunningham wanted to let the public know that the Recreation District hired a part-time coordinator, a Warren Resident, Ms. Laura Arnesen.

**6:34 PM – KPAS – Lexi Leacock** – Mr. Cunningham started out the discussion by providing background that the KPAS program is for 3 and 4 four-year-old's and has been running at the school for at least 20 years. Ms. Leacock commented that her committee after talking with administrators that it was solid firm of "no" you can't use the school. The committee started looking into places such as Warren Town Hall and the church. The Selectboard felt with the library housed in the Town Hall that it would not be a good place for the program since there are a lot of older people using the library and it would be very noisy. Mr. Cunningham commented that there were two points: A: Will the Church allow the program and B: the Selectboard felt that with the Governor's State of Emergency and the Town issuing a State of Emergency that they could temporarily bypass the zoning process as this issue is an emergency, but would want them to continue to go through the DRB to get a conditional use permit.

The Board thanked the Warren Church and Pastor for their support in this temporary home base for these kids and their families. The Church has been working with the KPAS in regards to the use, hours, and permits. Ms. Leacock commented that they are allowed in the school building when there is in school learning but it only covers kindergarten-6 and does not allow pre-school kids. Ms. Leacock commented they have a license and have applications for 24 children, it has two bathrooms one down stairs and one up stair and it has a playground. The Governor mandated 7 hubs and the Warren KPAS had applied to be a hub back in August. This group is well along in the process to be approved and there is Cares money available to help with startup. The board felt they could issue a 90-day permit but the group will still have to go before the DRB on October 19, to get the conditional use permit for daycare.

Motion by Mr. Ackland to approve a 90-day temporary permit, subject to getting a Conditional Use Permit from the DRB, and subject to the State Emergency issued by the Governor, which releases once they have been granted a permit from the DRB, second by Mr. Youmell. All in Favor: VOTE: 5-0.

Ms. Behn asked when they plan on opening? Ms. Leacock commented that the Fire Marshal was coming this week for inspection and the consultant for lead testing was due to have his report by Monday. It would be high expectations to expect that it would be up and running next week. Mr. Graves wanted to thank the group for putting the work and effort into this program as it is very important to the families of the Warren community who uses this program.

**6:59 PM – Road Access Permit for David Brown** – A plan from McCain Consulting and application for a new road access permit was submitted to the board. The property is on the corner of West Hill and Plunkton Road. The proposed new access will be located approximately 155 feet from the intersection of Plunkton Road/Fuller Hill Rd. The plan shows the existing driveway will be removed, topsoiled, seed and mulched as required to establish a lawn. The new driveway will have a grade to prevent runoff onto the town road. Mr. Cunningham did go and look at the site and commented the site lines are good and it is in a better location than the original driveway.

Motion by Mr. Cunningham to accept the Road Access Permit for Mr. David Brown with the design standards of the B71 Standards and close off the old driveway access, second by Mr. Youmell. All in Favor: VOTE: 5-0.

#### **Other Business**

Increasing Office Assistant Hours – Ms. Goss is requesting from the Selectboard an increase of 8 more hours a week for the Office Assistant. Ms. Goss has been scanning land records and found a way working with NEMRIC to scan them saving on digitizing all the land records. She currently has spread sheet of 13,000-17,000 and NEMRC is going to take it and convert it. The office assistant has been adding/scanning these records to keep them up to date and Ms. Goss has been receiving a lot of closings. This past week she had 40 closings to record and scan. The office assistant has been doing this part of the job. It has been pretty steady in the office with voting questions, ballots etc. The board all agreed that the additional 8 hours would be very beneficial for the Town and efficient.

**6:57 PM – Cell Phone Policy** – Ms. Behn just wanted to circle around as she was absent at the last meeting, that the board agreed to at least supply Mr. Campbell with a Town Phone for his work as Constable, Emergency Management and Fire Department. Mr. Cunningham commented that they had talked to Jeff and he would like a town phone as he does not like to give out his personal phone number. Also, if there are photos of crime scene or fire scenes that it they were ever needed in an investigation the phone is surrendered to the Town.

**7:00 PM – Halloween** – Ms. Goss and Ms. Lisaius asked the board on what the town would do with Halloween coming up. Mr. Cunningham commented that he has sent out emails to the other towns asking that each town could have their Halloween at the same time so there would not be a surplus of kids going from Town to Town given Covid. Some ideas were that it is on a Saturday and it could be held during the daylight hours. It could have stations in the municipal parking lot or at the recreation field for kids to go to instead of house to house. Mr. Campbell commented that he was concerned about parking as there was not enough in town or at the field.

He suggested maybe that Sugarbush would allow them to use two of their parking lots with one for parking and another for candy stations to maintain the Covid guidelines of 6' distancing. Some good ideas and more to be discussed.

**7:04 PM – Approval of Minutes of September 8, 2020** – Motion by Mr. Youmell to approve the Minutes of September 8, 2020, second by Mr. Graves. All in Favor: VOTE: 4-0 (Ms. Behn was absent from that meeting).

**7:06 PM – Approval of Accounts Payable** – Motion by Mr. Ackland to approve the accounts payable warrants as presented for \$32,755.28, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**7:07 PM – Approval of Payroll Warrants** – Motion by Mr. Ackland to approve the payroll warrants as presented for \$ 22,570.91, second by Mr. Youmell. All in Favor: VOTE: 5-0.

**7:08 PM** – Motion by Mr. Ackland to Adjourn, second by Mr. Youmell. All in Favor: VOTE: 5-0.

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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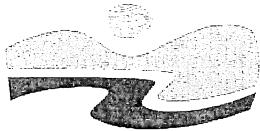
Luke Youmell

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Randy Graves

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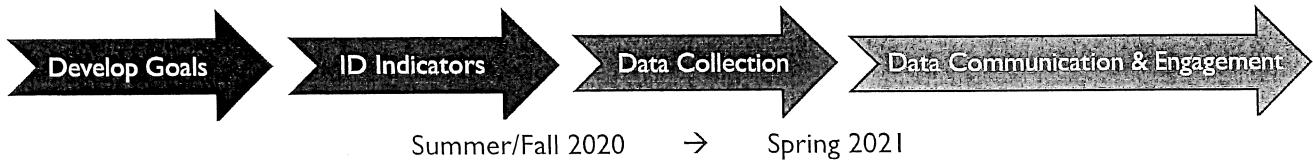
Camilla Behn



# MAD RIVER VALLEY

## VERMONT

### PROJECT TIMELINE



**Develop Goals** (Summer/Fall 2020): The Advisory Committee will organize a series of workshops and collaborate with local stakeholders to develop shared MRV goals. These goals will help to connect existing data collection (the annual MRV Data Report) to where the community wants to go, as articulated by the MRV Vision.

**Identify Indicators** (Fall/Winter 2020): MRVPD staff will build off of existing data and work with local and regional partners to identify additional indicators that can be used to measure progress toward the MRV goals. Goals and indicators will also be informed by the results of a MRV Wellbeing Survey.

**Data Collection** (Winter 2020): MRVPD staff will collect the most recent indicator data from town, regional, state, and federal data sources.

**Data Communication & Engagement** (Spring 2020): MRVPD staff will develop a digital data dashboard site to share progress toward MRV goals. Staff will assist local partners in incorporating indicator data into their work. Goals and indicators will be continuously evaluated through public and stakeholder engagement.

### ADVISORY COMMITTEE

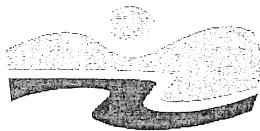
To support the MRV in working toward its shared vision, the Advisory Committee will lead the community through a participatory process to determine measurable goals.

Specifically, the Advisory Committee will organize a series of workshops to gather input from stakeholders that result in the production of goals and sub-goals. The Advisory Committee is dedicated to creating an inclusive, respectful, and productive process to ensure that all voices that wish to be heard are able to contribute to goal-setting.

While MRVPD is spearheading the Community Dashboard project, the Advisory Committee will lead the community goal-setting process as a separate, though connected, piece of the overall project. This will ensure that the goals are driven and owned by the community.

#### Members

- Brian Voigt (Co-Chair), Waitsfield
- Helen Kellogg (Co-Chair), Waitsfield
- Dan Raddock, Warren
- Lindsey Vandal, Waitsfield
- Jared Cadwell, Fayston
- Laura Brines, Waitsfield



# MAD RIVER VALLEY

## VERMONT

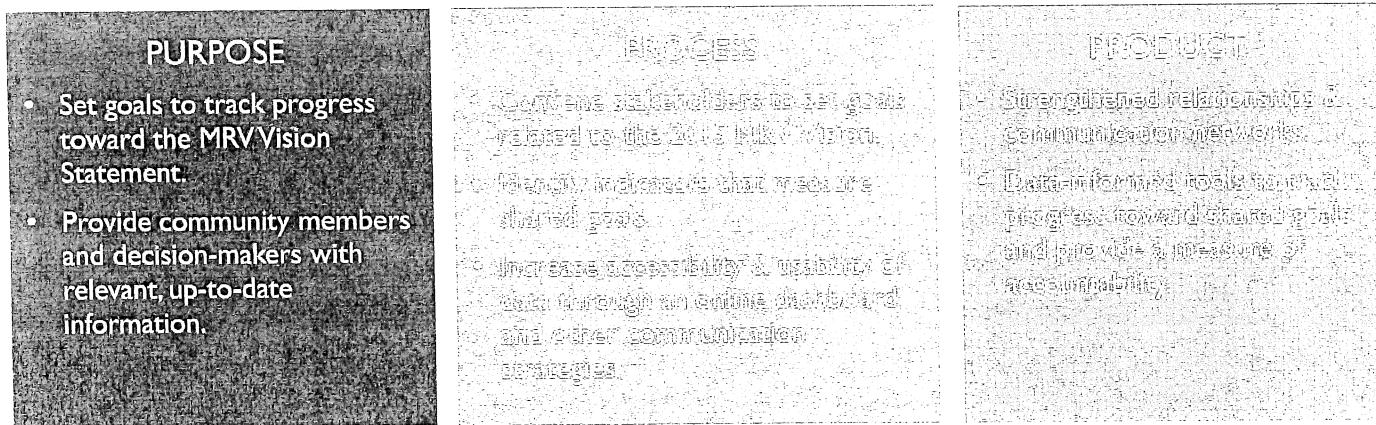
### Mad River Valley Community Dashboard

#### Project Summary

The Mad River Valley Community Dashboard is a new initiative of the MRV Planning District launched in summer 2020. The project aims to incorporate community voices and vision to help answer the question, "How is the Mad River Valley doing?"

#### OVERVIEW

The Mad River Valley Community Dashboard is a community and data-driven project to track progress toward social, economic, and environmental wellbeing and resilience through shared goals and indicators.



#### GUIDING PRINCIPLES

- The towns of Warren, Waitsfield & Fayston are a socially, economically, ecologically, and geographically connected community;
- Change is a constant - the MRV is a dynamic community facing ongoing challenges, disruptions, and opportunities;
- MRV-wide vision & goals are tools for articulating its future and guiding how it should approach change;
- Community members are best positioned to define the future they want to see;
- Indicators are needed to understand and track progress toward shared goals;
- Data must be incorporated into decision-making to make effective change.

- Suggested Concept for Nov 19, 2020 Tri-Town Leadership Mtg

This would be a moderated discussion by Paul Costello

- Understanding good planning concepts – enabling affordability – Josh
- Review current DK study - Josh
- Discussion of concepts - Issue Yes or No?
- SWOT analysis of good planning concepts in the MRV - lead by Moderator
- MRV HC – Strategic Plan – Kaziah Haviland – Ed of MRV HC
- Discussion on what the goals for the MRV might be in terms of targets for affordable/workforce housing. Asking the questions of do we agree there is a problem/need, do we commit to address this need and if so how?
- Discussion on short term goals - their feasibility and impact on the goals
- Discussion on long term goals
- What are next steps and who does what and are we committed to address?
- Our next steps?
- Who does what?

**Signature:** andrew cunningham  
andrew cunningham (Oct 14, 2020 08:36 EDT)

**Email:** propertymanagement@gmavt.net

**Signature:** Randall Graves  
Randall Graves (Oct 14, 2020 10:39 EDT)

**Email:** turnradius@gmail.com

**Signature:** Luke Youmell  
Luke Youmell (Oct 14, 2020 12:40 EDT)

**Email:** luke@birddogvt.com

**Signature:** Robert M Ackland  
Robert M Ackland (Oct 14, 2020 09:12 EDT)

**Email:** ackland@gmavt.com

**Signature:** Camilla W Behn  
Camilla W Behn (Oct 14, 2020 12:05 EDT)

**Email:** ccbehn@gmavt.com

# warrenvt-bos-minutes20200922

Final Audit Report

2020-10-14

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