

Agenda  
Warren Selectboard  
September 7, 2021  
Via Zoom & In-Person  
6:30 PM

6:30 PM – Public Comment

6:35 PM – Geo Stabilization International – Dave Brodgen – Access Road Slide & Other Data

6:55 PM – Skate Park Event- September 25, 2021 – Travis Kerr

7:05 PM - Ratify Agreement to extend Church Tent to October 1, 2021. – Marie Schmukal

7:08PM – Approval of Liquor License Renewal for Third Class Chez Henri

7:10 PM – Approval of Accounts Payable & Payroll Warrants  
\$ 38,626.57 \$ 24,203.13

7:11 PM – Approval of Minutes for August 24, 2021

7:15 PM – Other Business

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

Weekly: [https://us04web.zoom.us/meeting/uZErf-6sqz8o-oB1DfOMkLTV6yElzCsiag/ics?icsToken=98tyKu2tqDMtHtGRslztd7QvW9r-b-G5jTxBiPJ5mjDICAxnVFXvE-5YEaF1Ed-B](https://us04web.zoom.us/join/https://us04web.zoom.us/meeting/uZErf-6sqz8o-oB1DfOMkLTV6yElzCsiag/ics?icsToken=98tyKu2tqDMtHtGRslztd7QvW9r-b-G5jTxBiPJ5mjDICAxnVFXvE-5YEaF1Ed-B)

Join Zoom Meeting

<https://us04web.zoom.us/j/456874542>

Meeting ID: 456 874 542

One tap mobile

+13017158592,,456874542# US (Germantown)

+13126266799,,456874542# US (Chicago)

Dial by your location

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

Meeting ID: 456 874 542

Find your local number: <https://us04web.zoom.us/u/kBWXUBvHM>

**Minutes of September 7, 2021**

Warren Selectboard

6:30 PM

Via Zoom & In Person

**Members Present:** Andrew Cunningham, Chair, Luke Youmell, Vice Chair, Bob Ackland, Camilla Behn & Devin Klein Corrigan.

**Others Present:** Dave Brogden, GSI, Lexi, GSI, TV 44/45 (Rob), Valley Reporter & Cindi Jones.

**6:45 PM** – Public Comment – None

**6:47 PM** – Approval of 3<sup>rd</sup> Class Liquor License Chez Henri – Motion by Mr. Ackland to approve the 3<sup>rd</sup> Class Liquor License for Chez Henri, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

**6:48 PM** – **Approval of Account Payable Warrants** – Motion by Mr. Ackland to approve the Accounts Payable Warrants as presented for \$38,626.57, seconded by Mr. Youmell. All in Favor: VOTE: 5-0.

**6:50 PM** – **Approval of Payroll Warrants** – Motion by Mr. Ackland to approve the Payroll Warrants as presented for \$24,203.13, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

**6:51 PM** – **Approval of Minutes of August 24, 2021** – Motion by Mr. Youmell to approve the Minutes of August 24, 2021, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

**6:50 PM** – **Geo Stabilization International** – Dave Brogdon & Lexi Ivy – Access Road Slide -Mr. Brogdon started out the discussion with a little background that they have completed 5 soil & nail projects on the Access Road from 2013-2016 for slope instability. The slope worked on in 2013 is still moving and the stabilization project completed in 2013 of 100 linear feet is being impacted today from the movement. GSI warranties their work for 5 years, however, they felt that they needed to do additional stabilization work to protect the soil and nails they did in 2013. With the underground slope movement, some of the nails are showing and some of the drains do not work anymore. The original work is still functioning and it is stabilizing the Road asset. They will be excavating about 5 feet of soil and adding 2 more rows of soil nails and fill the void up with a foam cellular concrete. This is all warranty work and will not cost the Town anything.

In July a heavy rain storm came through Warren plugging a culvert above the area. The water then over topped the road sending it to the least resistance the rock slide washing all the fines down to the toe of the slope and displacing the large rocks on top. GSI presented Lidar data and drone data showing the slope changes, other landslides on the Access Road and a representation where all the storm water was going to the slope which is causing loss of strength and lubricating the bedrock making it reactive landslide. He added the state documented landslides in the area and integrated the culvert data and did flow calculations. This gives data on a correlation with drainage and focus on a rigorous and well-informed monitoring plan along the road stretch and the Town would be able to prioritize magnitude and severity of all the landslides to come up with a comprehensive plan to monitor the area's that are moving the most.

It could be a once-a-year update or twice a year as now they have a baseline for the Access Road of the slides that have occurred and could potentially worsen overtime. Total cost is about to collect and analyze is about \$20,000. This collection of initial lidar data will help to come up with a better monitoring plan and mitigation plan for geohazard projects along the Access Road.

They also pointed out that there are 4 culverts that empty out in that area sending lots of storm water to that area and one drops water right onto the GSI repair section. Discussions were that the Town should get some technical input on how to divert the stormwater water away from that area which would help to slow the slope instability. The snowmaking making line loaded with water from November to February can add weight to the slope as well.

GSI is proposing to add another 50 linear feet next to the current repair for added protection to protect the Access Road Asset. The additional stabilization cost is \$70,014.00. This only brings it to the rock slide repair and work on repair on the rock slide would be a separate project from GSI.

**7:36 PM** – Motion by Ms. Klein Corrigan to proceed with the extra 50' soil and nails repair amended by Mr. Ackland to include Kingsbury Construction estimated cost of \$25,000-\$30,000, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

**7:35 PM** – Skate Park Event, September 25, 2021 – Travis Kerr – Mr. Kerr sent an email to the board asking approval for the event at the skateboard Park. It is scheduled for 9/25 with a rain date of 9/26 from 4:00PM-7:00PM. It is a free event and involves skate jam, some prizes for standout tricks, style etc. They are planning to have a band or DJ as backup and they will be responsible for cleaning up and controlling the event. The core team running the event are the volunteers that build the park and the current board members of the park's on-profit so they will police the attendees. They haven't had a public event since July 4, 2019, so they are just trying to invite some people out for a good time before winter sets in. They are expecting 40-80 people.

Motion by Mr. Youmell to approve the Skate Park Event for September 25, 2021, rain date September 26, 2021, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

**7:45 PM** – Ratify Agreement to extend Church Tent to October 1, 2021 – Marie Schmukal – Motion by Mr. Youmell to approve the Church Tent to extend to October 31, 2021, seconded by Ms. Behn. All in Favor: VOTE :5-0.

**7:50 PM** – **On Call Policy & Hours of Work and Overtime** – Modification - Ms. Lisaius – Ms. Lisaius emailed to the board a new on call policy that she had given Mr. Bombard to modify for the highway employees. Mr. Ackland commented that there is one employee that seems to be late all the time during the on call which required this update. The On Call Policy states that when a member of the highway are put on call with a pager, they are to return or answer a page within 15 minutes. The employee is obligated to respond on-site within 40 minutes or less. The employee is compensated for 20% of their regular only rate for all hours in On Call status.

The On Call ends when he/she has reported to work or receives notification from the Foreman. (The detailed version is attached). Ms. Behn has some comments concerning that the Town Employee Policy doesn't match the hours as it says 37.5 hours in the Employee Policy and they should agree. Mr. Youmell commented that this is highway specific and not subject to other town employees are most are salary employees. Ms. Devin Klein Corrigan asked isn't this gaming the system? Mr. Youmell commented that there have been issues with this. The highway hours are 6:00-4:30PM during the summer are 4-day weeks, 10-hour days and the Foreman is authorized to allow overtime if needed. In the winter they work 6:00-2:30PM unless there are winter storms. Ms. Behn commented that the Hours of Work and Overtime should be amended to All non-exempt Employees. This also brought up questions about hours worked if an employee was out on leave. Ms. Devin Corrigan wanted to have Ms. Lisaius follow up with VLCT on what is a "legal Wage" and Ms. Behn wanted to add the corrections as noted. Currently if a highway employee is out for time off or sick time it is treated as a week worked and if any overtime is authorized, highway employees are paid the overtime rate. Ms. Behn will follow up with Ms. Lisaius regarding the corrections and issues.

**8:02 PM – Other Business:**

RFP for Consultant to Study Traffic Flow and Speeding concerns Brook Road/Village Area– Mr. Ackland had sent around a draft of the RFP to all the board for comments or edits and wanted to send it out to the firms he had chosen. He had not heard back from all the boards members. Mr. Youmell wanted to have a word version as he had some changes to the document. Mr. Ackland will send the word version around for any edits.

**8:06 PM – Update Mad River Planning District** – Ms. Ackland updated the board that Planner Katy Gallagher is leaving to move on to her dream job. They advertised her position and received 6 resumes with 2 being grad students. Most Planning Interns or Grad students use this as a stepping stone to bigger Planning Originations.

He also wanted to remind the board to read the staff reports that the staff works very hard on preparing and providing information. If there are questions, they can contact the Planning District directly to answer questions they might have after reading the reports.

**8:15 PM – Portable Speed Signs** – Ms. Devin Klein Corrigan wanted to follow up with moving of the portable speeds' signs from Plunkton to Brook Road. Discussion took place on where to locate them. One will be just before Flat Iron Road for the traffic going up Brook Road and the other by School Road just before the entrance coming down from Brook Road. Mr. Youmell will follow up with Mr. Bombard regarding moving them. Ms. Jones commented that this is one of the reasons they were purchased was to move them to different locations.

8:20 PM – Municipal Parking Tickets – Follow up with Mr. Bifano on the steps.

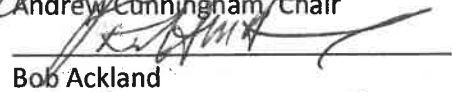
8:21 PM – Motion by Mr. Ackland to adjourn, seconded by Ms. Devin Klein Corrigan.

All in Favor: VOTE: 5-0.

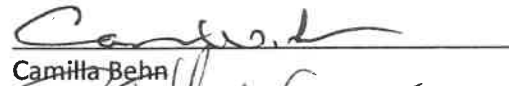
Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

The Warren Selectboard

  
\_\_\_\_\_  
Andrew Cunningham, Chair

  
\_\_\_\_\_  
Bob Ackland

  
\_\_\_\_\_  
Luke Youmell

  
\_\_\_\_\_  
Camilla Behn

  
\_\_\_\_\_  
Devin Klein Corrigan