

Agenda
Warren Selectboard
Tuesday, December 14, 2021
6:30 PM
In-Person or VIA Zoom

6:30 PM -Public Comment

6:40 PM – Highway Budget – Andrew Bombard

7:15 PM – Selectboard Budget - Selectboard

7:25 PM - Other Misc. Budgets: TA, Town Clerk, Town Treasurer, Office Assistant, Auditors/Human Resources, Listers, Town Mapping, Delinquent Tax, Postage, Computer, Telephone, photocopy, recreation, Building Main, Other, Special Appropriations, insurance.

Approval Minutes for 12/7/21

8:30 PM – Other Business

Payables Approval - \$133,776.78, Payroll \$24,093.97

***Agenda Subject to Change**

Covered Bridge

HVAC Engineering Town Hall/mon

Join Zoom Meeting

<https://us06web.zoom.us/j/89770050703?pwd=YXVrTHdoTTVqaG9tYzQ3VStuS2NWZz09>

Meeting ID: 897 7005 0703

Passcode: 058787

One tap mobile

+16468769923,,89770050703#,,,,*058787# US (New York)

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Dial by your location

+1 646 876 9923 US (New York)

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Minutes of December 14, 2021

Warren Selectboard

6:30 PM

Warren Municipal Building

VIA Zoom or in person

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

Others Present: Erika (VR), Rob (TV 44/45), Andrew Bombard, Gene Bifano, Ruth Robbins & Cindi Jones.

6:30 PM – Public Comment – None.

6:40 PM – Highway Budget – Andrew Bombard – There were two new budget items added to the highway: Crack Sealing and Pavement marking. Mr. Bombard wanted to crack seal all the newly paved roads: Roxbury Mt., Plunkton Road, Sugarbush Access Road, German Flats. The other Class 2 roads: Plunkton Road, East Warren Rd, Brook Road and Main Street. Mr. Bombard was still waiting to hear from Pike Industries to visit and look at the Access Road and German Flats to provide a price for the 2022 paving projects. Increases in the Highway include: Oil from \$5,000 to \$7000 and erosion Control from \$25,000 to \$35,000 due to the Municipal Roads Permit. As of December 14, 2022, there were no applications for the vacant highway crew member job.

7:15 PM – Motion to go into executive session to discuss personnel, inviting Mr. Bombard and Ms. Jones, seconded by Mr. Youmell. All in Favor: VOTE: 5-0.

8:00 PM – Motion to come out of executive session, seconded by Mr. Ackland. All in Favor: vote: 5-0.

8:09 PM – Addressing Compliant Received from Mr. Najarian – Mr. Najarian sent a letter to the Warren Selectboard addressing an issue with Mr. Bifano, Constable. According to Mr. Najarian, Mr. Bifano approached his logger representing himself as an official of the Town who suggested the tree removal and driveway work was being done without approval permits. Mr. Bifano had called Ms. Robbins, Zoning Administrator about what was happening at the site. Ms. Robbins commented that they an approved Conditional Use permit but did not have a building permit. She was not aware that they were putting in the driveway. Mr. Bifano commented all he asked was that they check in with the Zoning Administrator to make sure they were following the permit requirements. Ms. Robbins did speak to Mr. Najarian and explained the next phase of the project and what was done by the logger.

The board in discussion commented that Constable's duties do not include enforcing Zoning Regulations unless the Zoning Officer sends them out. The Zoning Administrator is responsible for all enforcement of the regulations. Mr. Bifano commented that he thought he was doing the right thing.

8:25 PM – Budget Continuation – Other Budgets, TA, Town Clerk, Town Treasurer, Office Assistant, Auditors/Human Resources, Listers, Town Mapping, Delinquent Tax, Postage, Computer, Telephone, Photocopy, recreation, building Maintenance, Special Appropriations and Insurance.

The board started off with the Selectboard's budget and wanted to move the Mad River Stewardship line item to recreation as a better fit.

The board also decided on increasing employee wages to the 6% percent Cola and to cover the employee insurance deductibles. Ms. Jones will make those changes.

In the Town Clerk budget, they questioned whether Ms. Goss had budgeted enough for elections. Ms. Jones will follow up. In the Auditors/Human Resources they questioned the increase and thought it should reflect the same 6%. Ms. Jones will follow up with Ms. Lisaius regarding this. In the Mad River Planning District lie Mr. Ackland commented that the final number for the Mad River Planning District is \$45,317. The remaining budgets as listed were all reviewed and ok with the what was presented. Ms. Jones will make the changes discussed and the next meeting will be the final budgets of the Planning Commission, DRB Budget, Warren Conservation Budget and the Library budget.

8:46 PM – Other Business

Mad River Housing Coalition -Mr. Ackland commented that the Housing Coalition is struggling for help and are looking at a paid assistant to help with the work plan and challenges the Coalition is having. Mr. Ackland commented that this person would be under the Planning District supervision. The way it is being looked at for funding is that the 3 Valley Towns would fund ½ the cost, the Community Fund ½ the cost. The Housing Coalition will be coming to ask for money to be budgeted, however, Mr. Ackland is researching on whether the APRA funds could fund this person.

9:19 PM – Covered Bridge – Discussions on ideas of how to stop the large trucks from going through the Covered bridge as each time they are damaging the structure. One thought was putting a jersey barrier up at RT 100 and a sign saying closed – Detour. Mr. Ackland commented that he had experience with sensors at the resort using sensors at the ski area on the lifts. Maybe a sensor could be attached to the bridge and when trucks did enter flashing lights would flash to catch their attention. Ms. Klein Corrigan liked that idea as did other members of the board. Mr. Ackland will ask the VHB team if they have ever had experience with sensors or a solution that would stop the large parcel trucks from damaging the bridge. Mr. Youmell will meet with Mr. Bombard Wednesday to look at the jersey barrier idea at the top of Covered Bridge Road or come up with an alternative.

9:30 PM – HVAC System Engineering for the Town Hall and Municipal Building – Mr. Cunningham liked the idea of the HVAC systems for the two buildings. Ms. Jones had received a cost from Glen Thomas, who is an electrical engineer, that can design a system. The cost for designing both buildings is \$3,000. Mr. Cunningham commented that this would be a great use for ARPA Funds. The board agreed to move forward with the project cost to move it to the next phase of bidding for installation.

9:40 PM – Town/School Memorandum of Understanding – Ms. Klein Corrigan met with Mr. Krottinger, Warren School Principal, and Mr. Daigle, Facilities Manager. Things were discussed such as the who is responsible to remove the fitness stations, tree trimming, shoveling the walkway and other things concerning the property. They all agreed that an MOU should be in place that defines the school's responsibilities and the Towns responsibilities. Mr. Cunningham commented that a few years ago this was discussed and the Union District was to present an MOU draft for the Town to look at. The district did but it passed all the responsibility on to the Town and never went anywhere after that. Ms. Klein Corrigan commented that the most urgent need is the tree trimming.

Ms. Jones commented that item was being addressed Friday by Whitney Tree Service and that she had emailed both Mr. Daigle and Mr. Krottinger that it would take place this Friday. Ms. Klein Corrigan will follow up and continue on establishing a written MOU with the school and town.

9:45 PM – Approval of Minutes of December 7, 2021 – Motion by Mr. Youmell to approve the Minutes of December 7, 2021, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

9:46 PM – Approval of Accounts Payable Warrants – Motion by Mr. Ackland to approve the Accounts Payable Warrants as presented for \$133,776.78, seconded by Mr. Youmell. All in Favor: VOTE: 5-0.

9:47 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the Payroll Warrants as presented for \$24,093.47, seconded Ms. Behn. All in Favor: VOTE: 5-0.

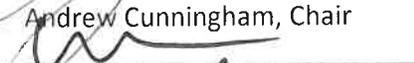
9:50 PM – Moton to adjourn by Mr. Youmell, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

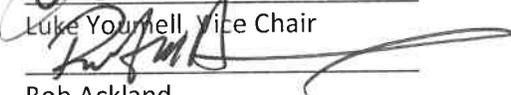
The Warren Selboard



Andrew Cunningham, Chair



Luke Youmell, Vice Chair



Bob Ackland



Camilla Behn



Devin Klein Corrigan

November 15, 2021

Members of the Warren Select Board
Attn: Cindi Jones
Town Administrator
Town of Warren
P.O. Box 337
Warren, VT 05674

Members of the Warren Select Board,

My name is Gregg Najarian. My wife Arpie Gennetian and I purchased property at 214 Martin Way last March and are in the process of designing a house to be built in 2022/23. The property was purchased with an approved Conditional Use, per the plan & approval attached.

As we continue our design process, we have started to do some site work including roughing in the driveway and clearing trees. To the best of our knowledge, neither of these steps violates any ordinances nor extends beyond our rights as property owners, which is why the following has raised some concerns.

On October 6th, our logger was approached by someone representing himself as an official of the Town of Warren who suggested the tree removal and the driveway work was being done without approvals or permits. The gentleman's name is Gene Bifano (see attached photos of the card he presented). Our concern is that someone claiming to be acting in an official capacity on behalf of the Town of Warren regarding a zoning or building department matter would be asking questions outside of their responsibility or legal authority, specifically when we are not present. We would appreciate your guidance on how best to address this and ensure that this type of intrusion does not happen again.

It is our intention to continue to adhere to all permit and approval requirements of the Town of Warren as we move forward with our project. We look forward to hearing back from you and to having a positive relationship with the Warren Select Board and the other governing bodies.

Best,


Gregg Najarian

201.248.9700
greggkn@gmail.com

cc: Arpie Gennetian

**Town of Warren
Development Review Board
Findings of Fact and Notice of Decision
Condition Use Review – Steep Slopes
#2021-02-CU Colwell**

Application #2021-02-CU was submitted by Gary Colwell, applicant/owner for Conditional Use approval for development of a proposed driveway over steep slopes to access a development site for a future SFR and attached accessory structure on a 18.7+/- lot off of Martin Way [which is off of Murray Hill] in the Rural Residential District parcel id # 001002-6.

A duly warned hearing was virtually held on Monday January 4, 2021 and attended by DRB members Devin Klein Corrigan, Peter Monte (Chair), Virginia Roth, and Jeff Schoellkopf. Other's in attendance were Ruth Robbins (ZA), Chris Behn, Kevin Losty, Joseph Lucchese, Patricia Lynch, Don Marsh, Gunner McCain, Matthew Troyansky, and Carol Chamberlin (Recording Secretary).

Findings of Fact and Conclusions of Law:

- 1) The applicant submitted a complete application including a site plan and slope analysis prepared by McCain Consulting, notice to abutters and proof of mailing.
- 2) Mr. McCain stated that they were proposing the existing ROW serving the lot be relocated to run where the current drive is installed, as the ROW relocation is preferable to abandoning the drive. The proposed driveway is approximately 1000 feet long, and has a pull-off shown in the plan.
- 3) An Erosion Control plan was included with the site plan. Any runoff is set to be directed toward the uphill side of the road, eliminating the need for permanent erosion control on the down slope.
- 4) The Board found that no very steep slopes of 25 percent or greater will be affected by the proposed building envelope, the only steep slopes affected in the envelope will be between 15 and 24 percent.
- 5) The Board found that the very steep slopes of 25 percent or greater that will be affected by the proposed development are along the proposed access driveway and that those impacts to very steep slopes are necessary to enable development on the lot where slopes are less than 25 percent.
- 6) The Board found that the standards under Section 3.4, Erosion Control & Development on Steep Slopes, Sec. (A), (B) and (C) have been satisfied by the application.
- 7) The Board found that the standards under Section 5.3 Conditional Use Review Standards, Sec. (A) are satisfied by the application. It was also determined that Sec. (B) specific Standards were not applicable to this specific application.

Notice of Decision:

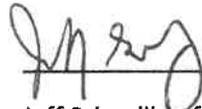
The Development Review Board having reviewed the request for Conditional Use for development on steep slopes and having made the above findings hereby approves the application subject to the following conditions:

Town of Warren
Development Review Board
Findings of Fact and Notice of Decision
Condition Use Review
#2021-02-CU Colwell

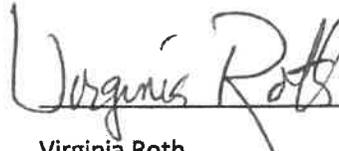
- The proposed development must be constructed in accordance with the plans submitted and approved by the DRB.
- The applicant is also advised to submit a Zoning Application for the construction of this project within 30 days of the execution of this approval unless already submitted.

Development Review Board

_____ 2/15/21
Peter Monte Date

 _____ 2/15/21
Jeff Schoellkopf Date

 _____ 2/15/21
Devin Klein Corrigan Date

 _____ 2/15/21
Virginia Roth Date