

Agenda
Warren Selectboard
December 21, 2021
VIA Zoom or In Person
Warren Municipal Office
6:30 PM

6:35 PM – Public Comment

6:40 PM – PC Checking in on the rewrite and SB projects – Jim Sanford

6:55 PM – Warren Library Budget – Library Board

7:30 PM – Warren Conservation Commission – Jito Coleman

8:00 PM – Planning Budget/Zoning Administrators Budgets – Ruth Robbins, Zoning Administrator

8:30 PM – Other Business

Covered Bridge Solution

Mad River Planning Update – Bob Ackland

Approving Minutes of December 14, 2021

Approving Minutes of November 6, 2021 (VHB Site Visit)

Approving Accounts Payable and payroll Warrants

CPA Engagement Letter

Agenda Subject to Change

Payable = \$ 38,444.93, Payroll = \$ 18,043.44

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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 (7:15PM) & Devin Klein Corrigan.

Others Present: Lisa Loomis (VR), Jito Coleman, David Campanelli, TV 44/45, Jim Sanford, Ruth Robbins, Erika (VR), Marie Schmukal, David Ellison, Ellen Kucera, Alex McClay.

6:30 PM – Public Comment – None.

6:35 PM – Jim Sanford PC Check In - Both boards apologized for their lack of communication. The public input has been completed and the consultant is updating the draft Zoning Regulations making additions and adjustments received from the public. The PC received over 250 comments and answered every one of them that was received. They expect to receive the new draft around January 10, 2022 from the consultant. Ms. Robbins commented that they thought it would a good idea for the Selectboard to have one on one time with the consultant to get an overview of why the changes, what has been, the reasons for changes and how it fits into the Town Plan. A proposed time table for the PC is to set the first public hearing meeting in February and it may take two public hearings depending on if they receive more public comment. Ms. Robbins suggested that sometime in March after Town Meeting would be a good time for the Selectboard to have an informal meeting with consultant. Mr. Cunningham commented that he thought sometime in February it would be good have an informal meeting with the consultant.

The PC also felt that both boards should work together on other projects such as the VHB Traffic/Parking Project that the Selectboard hired VHB Consultants to analysis. The VHB consultants have not come back to the board changes that they suggested. Mr. Cunningham commented that most of those comments suggested were reducing road lanes to 10 feet, adding pavement markings for shared pedestrian/vehicle roadways, stop bars, and reducing intersections. Once the draft is back from the VHB, the Selectboard and Planning Commission will review. Mr. Sanford also commented that the Planning Commission will be working on renewing the Down Town Designation as there is a lot of one-time money available for projects. They would also like to look at lighting in the Village. The board thanked Mr. Sanford for checking in.

6:53 PM - Library Budget – The Library Board presented their budget to the board. The biggest change is adding another full-time person to the staff. They commented that having another full-time person would add more consistency to the Children’s Programs, afterschool programs, adding more programs to a different age group and help out Ms. Schmukal. Mr. Ellison commented that it has been difficult with the staffing and have been very dependent on volunteers. However, with the pandemic many of the volunteers are not wanting to come in and be exposed. The Library Board feels that the library adds value to the community, provides a lot of programs including on line, non-sport children’s activities and during the pandemic it also gave people a chance to be involved with the on-line sessions, ask for books to use from the library, socially helped adults and children. They see it as a very important part of the educational system for the community.

Ms. Schmukal commented that their grants are significantly more than previous years as they received funding from IMLS (ARPA) (\$6,787) through the Dept of Libraries. They plan on using that to buy a large tent and stackable chairs for the green. The Friends technology grant for buying ipads (\$3,500). These are all one-time income for the library for the coming year. Mr. Ellison also commented they would like to see about an HVAC system for the building and is willing to use some of the Library Building Capital Funds for this purpose. Mr. Cunningham commented that ARPA funds could be used for that and that the board approved Thomas Engineering to proceed with required engineering for both the Town Hall and the Municipal Building. The board thanked the Library Board and Ms. Schmukal for coming in.

7:21 PM – Conservation Fund Budget – Jito Coleman – Mr. Coleman commented that they increased the Knotweed budget as they would like to hire a knot weed project manager. They have been making good progress at various sites such as Lincoln Gap, Quayl Bend, Roxbury Mt., Main Street etc. He would like to continue to hire the UVM interns as they are more aggressive and interested in this type of management work.

A new line item added is Wildlife Corridor Enhancement Project of \$2,000. They would like to finish the mapping of the wildlife corridors and engaged with landowners providing education of the corridors and where they are. It would give owners a guideline what they could do on their lands to secure the wildlife corridors.

Mr. Cunningham commented that the Assessment and Studies line item has not been used for a few years and if they needed it, they could use the money in the Conservation Commission Capital Account. The \$4,000 was stricken from the budget.

Conservation Capital Account Allocation – this has been a warned item on the Town Meeting warning at town meeting for the last few years. The board felt that it should just be added to the capital account at the \$20,000 that has been warned and approved in previous budgets. The article stricken from the warning.

7:52 PM – Planning Commission and Zoning Administrators Budgets - Mr. Robbins started off by saying that personnel costs are up but still less than when she started working with Mr. Malboeuf. Her calculations for the recording secretary are at 10 Hours a month and a planning assistant at 10 hours a week. She added \$1870 in the Land Regulations line item to cover meetings with the consultant for future meetings with the Selectboard and for the PC. The number equates to: 22 hours @\$85.00/hour. No other new changes in the budget. The board thanked Ms. Robbins for coming in.

8:04 PM – Covered Bridge – Mr. Youmell met with Mr. Bombard and they temporarily put yellow caution tape labeled “low clearance” with streamers at the bridge to deter trucks from entering the bridge. It is working; however, it is not esthetically pleasing. Mr. Ackland has been researching electronic sensors and an over height detection system that could be put on Covered Bridge Road. They are pretty expensive but he will forward the information to the board. Ms. Behn was struggling with the esthetics of the bridge. It was mentioned that it could be closed to traffic and just be a pedestrian bridge, however, people like to drive through old covered bridges and take pictures. Ms. Behn felt that this should be warned at Town Meeting to let the community decide on closing the bridge only to Pedestrians.

8:31 PM – Other Business:

Mad River Valley Planning District Update – Mr. Ackland commented that they are working on their workplan for the year 3/1/2022-2/28, 2023. They just hired a new planner Amy Tomasso and she lives in the Valley. The MRVP is working with the Valley Conservation Commissions, and the Trails Collaborative to bring them together on the trail network. The Planning District is acting as facilitator in the process.

The Housing Coalition came to the Planning District to ask if they would take over the housing piece in the Valley. The Planning District rejected that idea. At some point the Housing Coalition will be coming to the Valley towns to ask for funding to pay for a full-time position on the Housing Coalition. Mr. Ackland has researched with VLCT about using ARPA fund and they can be used for this purpose. At this point in time, Mr. Ackland did not have any information regarding the funding amount.

8:43 PM – Approval of Minutes for December 14, 2021 – Motion by Mr. Youmell to approve the Minutes of December 14, 2021, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

8:44 PM – Approval of Accounts Payable Warrants – Motion by Mr. Ackland to approve the Accounts Payable Warrant as presented for \$38,444.93, seconded by Mr. Youmell. All in Favor: VOTE: 5-0.

8:45 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the Payroll Warrant as presented for \$18,043.44, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

8:51 PM – Approval of CPA Engagement Letter – Motion by Mr. Youmell to approve the contract for Fothergill, Segale and Valley, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

8:52 PM – Motion by Ms. Klein Corrigan to go into Executive Session to discuss personnel, seconded by Mr. Youmell. All in Favor: VOTE: 5-0.

9:44 PM - Motion by Mr. Youmell to come out of executive session, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

9:45 PM – Motion by Mr. Ackland to adjourn, seconded by Ms. Behn. All in Favor: VOTE: 5-0

Minutes Respectfully Submitted by
Ms. Jones, Warren Town Administrator

The Warren Selectboard



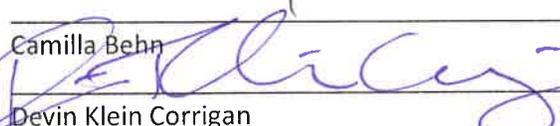
Andrew Cunningham, Chair



Luke Youmell, Vice Chair



Bob Ackland



Camilla Behn



Devin Klein Corrigan