

Agenda
Warren Selectboard
June 28, 2022
6:30 PM
Warren Municipal Building or VIA Zoom

- ✓ 6:30 PM – Public Comment
- ✓ 6:35 PM – MOU With Warren School/Harwood Unified District – Sam Krottinger/Ray Daigle *-Cancelled*
- ✓ 7:00 PM – Road Crew Check In – Andrew Bombard
- ✓ 7:20 PM – Energy Update – Lexi Leacock *-Cancelled*
Truck Improvements + Request Radios - Jeff Campbell
- ✓ 7:45 PM – Dog Park Project/Grant – Dayna Lisaius
- ✓ 8:00 PM – VHB Village Traffic Calming Update – Bob Ackland
- ✓ 8:15 PM - Approval of Minutes of June 14, 2022
- ✓ 8:17 PM – Approval of Accounts Payable & Payroll Warrants
\$ 129,185.00 \$ 27,150.54
- ✓ 8:19 PM – Other Business
Water Appointment

Ongoing:

Town Garage
ARPA Funds
Village Traffic Calming
Housing Coalition
Selectboard Summit

Join Zoom Meeting

<https://us06web.zoom.us/j/89125285646?pwd=QlpweUV6czJqeVxkRWZibytKbXl3Zz09>

Meeting ID: 891 2528 5646

Passcode: 236089

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Minutes of June 28, 2022
Warren Selectboard
6:30 PM
Warren Municipal Building or VIA Zoom

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

Others Present: Erika (VR), Rob (TV 44/45) Lexi Leacock (TV 44/45), Dayna Lisaius, Jeff Campbell & Cindi Jones.

6:30 PM – Public Comment – Kristen Rodgers wanted to let the community know that the Harwood Unified District is holding some “Meet & Greets” for Mr. Mike Leichliter, the new superintendent of the Harwood Unified District starting June 1, 2022. The “Meet & Greets” are scheduled as follows:

- . July 14, 2022 – Waterbury Farmers Market
- . August 17, 2022 – Warren Town Hall
- . September 10, 2022 – Waitsfield Farmers Market.

Agenda Changes: MOU – School Cancelled, Lexi Leacock, Warren Energy Coordinator, Cancelled. Added to the agenda: Jeff Campbell – Fire Dept.

6:36 PM – Highway Check In – Andrew Bombard – Mr. Bombard commented that highway projects were slow and they had finished Vickery Hill ditching and part of Prickly Mt. Road from the pavement to Loop Road. The Reed screen cost to fix was about \$12,000 but he was able to have DMS manufacture a new shaft for \$4,400.00. The newest truck has a transmission issue, not sure if it was operator error or an issue with the transmission parts. The new Dodge Ram has a check engine light on it. The line striping of the Class 2 Roads did not go as anticipated. The State did some of the them but not all and did not know when they would be back. He also stated that he is working with Mr. Campbell on getting a camera installed at the Town Garage, as there has been some unusual activity after hours. They have also installed gates to close the area at night but are not locked due to the Fire Dept. needing access and he is rekeying all the buildings. Ms. Klein Corrigan asked what happened with the sides of the road just after the airport on Airport Road going north as it looked pretty ugly. Mr. Bombard commented the DeFreest Farm as tried to help mitigate some mud but was unsuccessful and cause some damage to ditches over this this past spring He has asked them not to partake in this course of action with no success. Mr. Bombard commented he would be going up there at some point and fixing it. Ms. Klein Corrigan asked if he would speak to the DeFreest’s again and he said yes, Ms. Klein Corrigan commented if they are not responsive or receptive to his request, then the Selectboard can take action.

Hiring Ads – Mr. Bombard asked what the status was on hiring another road crew member as he has not seen any ads. Ms. Lisaius stopped all the ads because there was not a unified decision on the sign on bonus and that none of the applicants that applied received any call backs from applying. Ms. Klein Corrigan commented that every applicant should get a call back out of respect and courtesy. Mr. Bombard commented that none of the applicants that applied were qualified in the skills he was looking for. He said if he did not get what he was looking for in skills or qualifications, then he would have to resort to hiring someone that does not have all the qualifications and that could be part time in the summer with the possibility of hiring some of the snow plowing out.

Mr. Bombard commented that it is not fair to the 4-man crew to plow as many routes as possible to cover the 5th person. The board agreed to start the ad process again with a sign on bonus.

911 Road Signs. There seems to be a wide disagreement on the size and length of road names. Mr. Bombard will research the correct way and the Selectboard will establish a Road Naming Policy stipulating the length of the name, Road, Street, Lane, Dr. Etc. He stated that he was told by the sign manufacturer that roads over 50 miles like RT 100 require 12" signs and roads under 40 could be 9" signs. The policy will have to also adhere with the 911 board requirements as stipulated by the MUTCD.

New Town Truck – The truck new truck ordered last year will not arrive until October. Mr. Bombard commented that the Town would have to place orders at least 2 years in advance. The board thanked Mr. Bombard for coming in.

7:15 PM – Jeff Campbell – Fire Dept. Truck Improvements Request & DPS. Radio Request – Mr. Campbell came before the selectboard on a few things:

Covid Test Kits- VLCT sent out a notice for one time distribution of Tests – He has ordered 1000 tests that will service 250 people, 4 tests to a box. He will have further information on how they will be distributed to the public.

The Fire Dept has responded to 72 calls for the year, 14 calls under last year's total. He also commented that the Hydrant Grant that Ms. Jones and Mr. Campbell was awarded for \$10,000 to go towards the new hydrant at the spur line down German Flats. He also commented that there is a grant out there for repairs that they plan on submitting a grant to raise some of the hydrants. The membership is good with 24 members.

He is requesting from APRA Funds \$10,000 to make some truck modification on 3 trucks. The board commented that they did not know what they are doing with ARPA funds, but they were not intended for governmental expenses in their opinion. The Fire Dept. Truck Replacement Capital Fund was talked about for this type of expense. Ms. Jones commented that the voters approved the Capital Account for truck purchases as it is offset with allocations on a yearly basis. The board discussed and voted to take the money out of the Fire Truck Equipment Capital Account and will change the title next year at Town Meeting.

Motion by Mr. Ackland to pay for the Fire Truck modifications out of the Fire Dept. Equipment Capital Fund, second by Mr. Cunningham. All in Favor: VOTE: 5-0.

Constable Radios – Mr. Campbell is coming to the board to request funds to purchase 2 portable/2 mobile dual band radios at a cost of \$31,000. He explained that the Fire Dept will switching to Capital West and that they would need to have contact with Capital West and VSP. The old VHF's will not have that capability. There is about \$9,000 in the Capital Reserve fund for purchase of the radios. Mr. Campbell commented that many towns were using ARPA funding for this, but again the board did not feel that this was an APRA expense.

Ms. Lisaius asked about sharing the expense with the Fire Dept. since Mr. Campbell would be using it for the Fire Dept. as well as Constable. By using some of the money from the Fire Depts Capital Account: Firefighting Equipment & Training Account. Ultimately the board asked Mr. Campbell to order the radios and the board will discuss and decide how to pay for them in the interim.

50th Anniversary Update: Mr. Campbell commented that between donations and fund raising they will not need to use the \$7,500 funds appropriated in the budget for it. They will be having the Sheriffs Dept. there for car seat checks, fire safety trailers, MRVAS with CPR demonstrations and having fire trucks lined up from Flat Iron to Fuller Hill from other depts. They will be having food and music at the event which is scheduled for August 13 from 1:00-4:00PM. Mr. Cunningham asked if they plan on having over 250 people? If they do, he would like Mr. Campbell to fill out the Festival Permit for the next meeting.

7:56 PM – Dog Park Project – Dayna Lisaius – Ms. Lisaius came to the board to ask for permission to use Town Land for a dog park. She explained that on the Community Wellness Survey the top 2 items were: A pharmacy and a dog park. It would be a Valley wide Dog Park, and that the Mad River Path, Mad River Valley Stewardship were getting together costs and funding opportunities. The two spots that were considered were up at Brooks Field by the Trail head structure, and down at the Kingsbury Parcel that the town owns. Ms. Lisaius commented that the Brooks Field is close to everything for recreation. The trails, the tennis courts, skateboard and the big field for community playing use. Mr. Cunningham commented that he would like to see the group explore the Kingsbury Parcel. Ms. Behn and Ms. Klein Corrigan likes the concept of the park. The board would like to see exploring both parcels, with a maintenance and feasibility plan.

9:15 PM – VHB Village Calming Update – Bob Ackland, Project Manager - Mr. Ackland reported that he would like to see at least the line stripping done this year but is having a hard time finding any one to do it. He met with Claybrook Designs, Rachel Gorgonian, to walk the project for some landscaping thoughts. Ms. Gregorian has a different design for the intersection of Main Street/ Fuller Hill by adding a rain garden. She will have designs on this at the next meeting. Mr. Ackland has heard a lot of feedback about the Flat Iron Triangle with the tree. Many people like the triangle with the flowers and tree. The thought was to keep the triangle and cut the pavement down by the church stone wall, moving the center line and plant some plantings instead of a green space. He also asked her about painting the bridge on Brook Road and moving the medians putting them closer to the bridge. On both sides of the bridge this would show the narrowing of the road stripping and also putting a flowered median by the Covered Bridge as what was on the front page of the Town report. Ms. Gregorian will have concepts for the next meeting. Mr. Ackland commented that he was looking at this project to be in the Fall. However, the Town has not received the grant agreement to sign. Mr. Ackland commented that he is meeting with the States Historic Division in late July or early August to walk the area and show them the plan.

8:34 PM – Other Business:

Lister Appointment – The Listers presented to the board a recommendation to appoint Patti Begin as lister until next Town Meeting Day, when she will run on the ballot to be voted in by the taxpayers. Mr. Kelley will be reducing his hours to no more than 15 hours a week (currently averaging 30 per week) commencing August 1, 2022. Ms. Begin will be fulfilling some of the balance hours on a weekly basis.

She will begin training on our NEMRC Grand List, Microsolve CAMA and VTPE systems and learning our daily routines and responsibilities within the Lister's office.

Motion by Ms. Devin Klein Corrigan to appoint Ms. Behn to the Lister Position, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

8:36 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the payroll warrants as presented for \$27,150.54, seconded by Mr. Cunningham. All in Favor: VOTE: 5-0.

8:36 PM – Approval of Accounts Payable Warrants – Motion by Mr. Ackland to approve the accounts payable warrant as presented for \$129,185.00, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

8:38 PM – Approval of Minutes for June 14, 2022 – Motion by Ms. Klein Corrigan to approve the Minutes of June 14, 2022, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

8:40 PM – Motion to go into Executive Session to discuss Real Estate and Personnel, seconded by Mr. Cunningham. All in Favor: VOTE: 5-0.

10:04 PM – Motion by Mr. Youmell to come out of executive session, seconded by Mr. Ackland. All in Favor: VOTE: 5-0.

No Action taken.

10:05 PM -Motion to adjourn by Mr. Cunningham, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

The Warren Selectboard



Luke Youmell, Chair



Andrew Cunningham, Vice Chair



Bob Ackland



Camilla Behn



Devin Klein Corrigan

Cindi Jones

From: Amy Macrellis <amacrellis@stone-env.com> on behalf of Amy Macrellis
Sent: Monday, June 27, 2022 8:53 AM
To: Cindi Jones
Cc: Jamie Simpson
Subject: RE: Possible Dog Park

Good morning Cindi,

Are we talking roughly the area in the blue box, in the screen-shot below? If we are, I would not have concerns with monitoring in the stream.



I say the above mostly because runoff from this part of the field is likely to flow along the tree-line from west to east kind of following the path route. That runoff, if any, will reach the stream well up-stream of our background monitoring point for the wastewater system. So if there is any impact from the dog park in the future, it would be observed at both the upstream and downstream monitoring points.

June 27, 2022

Town of Warren Select Board

This letter will serve as an official notice from the Town of Warren Board of Listers of our intention to bring Ms. Patti Begin on board to assist us with our weekly lister duties and responsibilities.

Mike Kelley will be reducing his weekly hours to no more than 15 hours per week (currently averaging the budgeted amount of 30 hours per week) commencing August 1, 2022. Patti will fulfill some of the balance hours on a weekly basis. She will begin training on our NEMRC Grand List, Microsolve CAMA and VTPIE systems and learning our daily routines and responsibilities within the Listers office.

We highly recommend Patti Begin for this role and for a potential ballot appointment as an official Warren Lister when voted upon on Town Meeting Day 2023.

Thank you for your consideration in this matter.

Regards,

Two handwritten signatures in blue ink. The first signature is 'Sandra Brodeur' and the second is 'Mike Kelley'.

Sandra Brodeur
Mike Kelley