

Minutes of September 25, 2007
Warren Selectboard
Warren Town Hall
7:00 PM

MEMBERS PRESENT: Burt Bauchner, Barry Simpson, Kirstin Reilly, Erin Russell-Story.

MEMBERS ABSENT: Mac Rood

OTHERS PRESENT: Margo Wade, Miron Malboeuf, Chris Kathan, Ken Friedman, Carol Ellierson, Sam Mathews, Richard Robinson, Cindi Hartshorn-Jones, Valley Reporter, Channel 60.

7:00 – In the absence of the Chair, Mac Rood, Ms. Jones asked for a motion of the board to nominate a chair for this September 25, 2007 meeting.

Motion by Ms. Russell-Story to nominate Mr. Simpson as acting chair, second by Mr. Bauchner. All in Favor: VOTE: 4-0.

7:01 PM – Meeting called to order by Mr. Simpson.

7:02 PM – ROAD CREW CHECK IN – RICHARD ROBINSON – Mr. Robinson reported that the crew had replaced some culverts on the Golf Course Road. They had cold-patched the road over the culverts on Covered Bridge Road. They were cleaning ditches along the Airport Road/Dump Road and grading. Ms. Reilly brought up roads that were considered town roads that go to single or to 2 homes. She inquired about the procedure about throwing up some of these roads. Ms. Simpson indicated that some roads in the past were thrown up. Mr. Robinson indicated that the Whitworth Road to the gravel pit, Cockleburry Road, Sugarbush Farm Road were a few suggested. Mr. Simpson explained about the procedure for throwing up or declassifying roads. It requires a hearing, all parties have to be notified by certified mail, and then there is a hearing for discussion. Mr. Bauchner asked if Mr. Robinson would get together a list of these roads for the board to review.

Mr. Simpson updated the board on the Freeman Brook Bridge Project explaining that next week the contractor would be peeling back the pavement and reconstructing about 85' of the Brook Road towards Flat Iron as they are installing a drain for the bridge. There have been some construction issues that the engineer and contractor are resolving.

Mr. Robinson also pointed out that someone had gone off the West Hill Road into the ditch and when the vehicle was pulled out, a large pile of dirt was left in the road causing a safety concern. Ms. Jones would follow up with the two garages with wreckers and send a reminder out to them.

Ms. Reilly asked about if the speed limit on RT 100 could be reduced to 35 MPH from Ellen Lane to the South Entrance of Warren. As this is a state highway, Ms. Reilly would have to pursue this with the Agency of Transportation, District 6. Ms. Jones would provide the contact information.

7:30 PM – CONSERVATION COMMISSION CHECK IN – Margo Wade – Ms. Wade explained that the commission was hiring a consultant to finish up with the various pieces of the Management Plans on the Eaton Parcel, The Coates Parcel, and Riverside Park. They sent out RFP's in March and received two back. One from Southern Forestry and one from RJ Turner Company and are in the process of signing a contract with the RJ Turner Co. The Commission has been gathering several pieces of information; timber plans, audubon information, trails information, natural community information, natural heritage assessment information. From this data the RJ Turner Company is going review and put the pieces together to make sure it is complete. The commission plans on doing some public meetings on these plans and the goal is to present a dynamic and not a static plan on the properties that can be changed over time as the community changes, the public's preference changes etc.

7:35 PM – COMPUTER UPDATE: KEN FRIEDMAN – Mr. Friedman presented to the board a summary on what has been done on the computers at the municipal building. The main item was that the town has recovered from the system crash and has taken steps to prevent this from happening again. Some small items that were completed were: defragmentation software has been installed on the server, increased memory for Reta's computer and the server. The Planning Assistant's computer has been replaced and installed. Two new monitors were bought, a CD drive was replaced, and Priscilla's new printer was installed.

Mr. Friedman discussed items next to be address either in the current or upcoming budget year depending upon expenditures currently in the computer budget. The zoning dept. needs a good duplexing laser printer as they produce a lot of paper and their production and efficiency time is slowed by the inkjet printers. Inkjet printers are expensive per page because of the cost of the ink. Another color printer like the one recently purchased for the lister's runs around \$650. The zoning administrator needs a new computer as he handles drawings and it takes time for the computer to process. Cost to speedup this would be around \$1,000. The lister's dept is requesting a document scanner and document management software around \$500, and they are requesting a new lab top for around \$1,800.

Motion by Mr. Bauchner to accept the report submitted by Mr. Friedman, additional expenditures subject to money left in the current budget, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

8:09 PM – CHARLIE SNOW- APPEAL ON ROAD CUT – Cancelled due to not having all required information. Ms. Jones explained that there were two letters filed currently. One was the appeal letter requested by Mr. Snow and Ms. Marion Snow-May and a letter sent to Mr. Newcomb on resolution of the issue involved. After a meeting takes place with Mr. Newcomb and Mr. Snow on Friday, September 28, 2007, and submitting additional documentation, the board will revisit the issue.

8:10 PM – FIRE DEPT. EMERGENCY ENTRANCE UPDATE – CHRIS KATHAN – Mr. Kathan presented to the board an estimate of cost for materials and labor for the emergency escape hatch building for a cost of \$8,400. It will be insulated, have vinyl siding, the door will be insulated, built in all pressure treated, and have a stainless steel roof. He is checking with VOSHA concerning the requirements of this building and the ladder. Mr. Simpson asked questions regarding how the door would open and work to get out. Mr. Kathan would look into that more and would get back to the board on this. Mr. Kathan spoke to the Warren Church about this plan, and they were okay with the plan.

Mr. Kathan also discussed with the board about wanting to upgrade the radio system in the fire station with the state VCOM system. The state is trying to make it so they can communicate with all the communities in an emergency situation such as the ice storm or flooding situation. The fire department is in the process of writing a grant for the radios to re-program the current radios and install new radios in the trucks. This would also include upgrading the current base station for compatibility, and to be able to run the radio from basement of the fire station. Mr. Kathan received a quote from Radio North who is working with the state on this and the worst case scenario would be around \$4,600 if the antenna is compatible with the current system. If the current antenna is compatible, then it would be \$1200 less. Mr. Bauchner would like to see in letter from the state assuring that these upgrades are compatible before this upgrade happens and that it will be compatible with the VCOM system.

8:25 PM – ECONOMIC DEVELOPMENT INTRO – SAM MATHEWS, CAROL ELLIRSON – The reason for this visit to the Selectboard was to introduce the program and services the Central Vermont Economic Development Corporation does for businesses and individuals. They offer business consulting and financial services to business and individuals. They provide advisory services, education and information to area businesses. Their mission is to improve the infrastructure necessary for economic growth and they serve central Vermont area which includes Washington and Orange Counties. They are a non-profit regional development corporation organized in 1976 to assist businesses in expansion, relocation and financing. And to provide quality jobs that pay livable wage are in the forefront of their mission. Ms. Mathews discussed that Warren is a very unique community that the average wage is \$17,101 and that the average home sale is around \$319,942. The Valley has a strong communication provider and does help support public busing. They wanted to thank the Warren residents for their support at town meeting day for a special appropriation of \$750. This goes towards their operating budget and other funds that are raised to support their efforts. They currently

helped Northern Power to restructure and are looking for companies to occupy the space they own at the Northern Power building at Mad River Park.

8:55 PM – APPROVAL OF MINUTES FOR SEPTEMBER 11, 2007 – Motion by Mr. Bauchner to approve the minutes of September 11, 2007, second by Mr. Bauchner. All in Favor: 3-0 (Ms. Reilly abstained as she was not present for that meeting).

9:00 PM – OTHER BUSINESS –

Forcier & Aldrich – Nitrogen Removal Alternatives Letter – The board received a letter detailing results of a preliminary screening of Nitrogen Removal Alternatives. The board reviewed and asked if grants could be obtained on this. Ms. Jones hasn't had enough time to review and search as she is currently working on grants for the library renovation project. It was decided that Ms. Jones would get back to the Forcier & Aldrich concerning this letter. It would result in a meeting with the engineers.

9:01PM – Closing Warren Village for Halloween – Ms. Reilly asked the board about closing the village on Halloween from 6:00-8:00PM and the use of the town hall for the PTO on Halloween. Ms. Reilly would post an ad in the Valley Reporter, contact the ambulance, fire, and Washington County Sheriffs Dept and would post flyers in the valley schools for notification. The board granted permission to use the bottom two floors of the town hall.

Motion by Mr. Bauchner to approve the road closure on Halloween night from 6:00-8:00PM and use of the bottom two town hall floors by the PTO, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

TRAFFIC CALMING ISSUES: Ms. Reilly was approached by Mr. Dollmeyer concerning the speed of traffic on Brook Road after the bridge was completed. Ms. Reilly research reports done by Mr. John Donaldson, Planning Commission, on traffic calming in the village. Ms. Reilly suggested speed tables and she had talked with the road crew about this concerning winter road maintenance issues. Mr. Bauchner also added the flashing lights like what is by the Fayston School on German Flats. Other items brought up for discussion were painted cross walks, brick cross walks. Installation of some sort of traffic calming device was recommended when the Brook Road was scheduled to be paved. The one before the school was suggested when the contractors pave the section of that road.

9:15PM – SIGNATURE DOCUMENTS – Ms. Jones presented to the board for signatures on the following documents: Municipal Planning Grant Authorized Representative – Mr. Malboeuf on behalf of the Planning Commission. VCDP Anti-displacement Form and Municipal Codes Adoption form for the Wheeler Brook Project (Blue Tooth) – Voted and authorized last meeting just needed signatures of the governing board. And finally a VCDP Authorization Form for a grant for an elevator for the town hall – authorizing Ms. Jones as the representative.

9:40 PM – Motion by Mr. Bauchner to go into executive session inviting Ms. Jones to discuss personnel, second by Ms. Erin Russell-Story. All in Favor: VOTE: 4-0.

10:40 PM – Motion by Mr. Bauchner to come out of executive session, second by Ms. Reilly. All in Favor: VOTE: 4-0.

10:42 PM – Motion by Mr. Bauchner to retract the letter of reprimand sent to Mr. White and conduct an inquiry to the incident that occurred at Granville Manufacturing and instruct the town treasure not to pay any back invoices until this inquire has been resolve, and send a cordial letter to Granville Manufacturing asking for their cooperation in resolving this matter, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

10:45 PM – Motion by Mr. Bauchner to go back into executive session to discuss personnel for the vacated road crew position and invite Ms. Jones, second by Ms. Russell-Story. All in Favor: VOTE: 4-0.

11:10 PM – Motion to come out of executive session by Ms. Russell-Story, second by Mr. Bauchner. All in Favor: VOTE: 4-0.

11:25 PM – Motion by Mr. Bauchner to adjourn the meeting, second by Ms. Russell-Story. All in Favor: VOTE: 4-0. Meeting Adjourned.

Minutes respectfully submitted by,
Cindi Hartshorn-Jones
Warren Town Administrator

Warren Selectboard

Mac Rood, Chair

Barry Simpson

Burt Bauchner

Erin Russell-Story

Kirstin Reilly