

AUGUST 8, 2006 MINUTES
WARREN SELECT BOARD
WARREN TOWN HALL
6:00 PM

MEMBERS PRESENT: Mac Rood, Chair, Barry Simpson, Michael Brodeur & Burt Bauchner.

MEMBERS ABSENT: Steve Butcher

OTHERS MEMBERS PRESENT: Bryson Koziell, Priscilla Robinson, Richard Robinson, Bob Aukland, Dan Torsell, Raemon Weston, and Cindi Jones.

6:05 PM – Meeting called to order by Mr. Rood

6:07 PM – MAP PROJECT REVIEW – BRYSON KOZIELL – CAMP DRESSER, MCKEE - Mr. Koziell from Camp, Dresser and Mckee presented a brief overview. They converted all the information of the tax maps from paper to an electronic file. Through the development of the GIS they have developed: 1) The land base, (which was done by Map Maker when they did the aerial photography of the town. It is very highly accurate give or take 3 feet. 2) Developed the GIS data layers – which are parcel lot lines from the old tax maps to develop the first layer of GIS, there is data of the stone walls river ways, streams etc. 3) Then they obtain the attribute data' which they took the electronic parcels and linked to the tax assessing data. 4) From there they have linked the maps with the data. Now you can click on a parcel id and see who owns it etc. From this they can create abutters lists, do queries on parcel ids, and you can see where the near by wetland is, abutting properties etc. The next step phase is to integrate various departments. This GIS includes data layers for parcels, zoning, utilities of natural resources, wetlands, etc. The town is currently in the process of setting up a public computer where it will be in an Arc Reader format so that no one can change the information. Mr. Rood asked the question about getting it to the public via internet. Mr. Koziell indicated that CDM has set up 75 websites for other towns. They could setup the site for \$5,000, software needed \$5,000) (ARC IMS and it could be setup for a server to host or CDM could host it for \$100/per month). The board also asked about how much the training would cost for using the mapping program. Mr Koziell indicated that it would be about \$1,500 for a 3 day course in learning the application. Questions were brought up concerning who maintains what in the data base and Mr. Simpson asked about additional layers such as fire hydrants, culverts and bridges. Mr. Rood asked about the cost of a plotter to print out large contours. Mr. Koziell indicated that the paper is under \$20, the ink would last a couple of months – if the town wanted paper that was water proof and non-fade it could cost around \$175. At the end of the year will be able to print new tax maps.

There would be power users of ARC Map who maintain update, merge lot lines, change parcel ids etc. The end users use Arc reader that can access the GIS data and can pull up the layers, lot lines and base map. The kiosk station would be right outside the lister's

office to be set up next Tuesday, August 15th. There would be limited information such as buildings driveways, road names, water stream lines, and lot lines, zoning. Contours are not available and have not been developed yet only on a few town owned parcels. The questions was raised by Mr. Bauchner about making the data available to everyone. Mr. Koziell recommended that the town should not just give the data way free, because of the extreme cost of developing this program. Mr. Koziell recommended that if you print a map for the public there should be a fee involved for printing, or a CD copy of the data, for standard users. There of course would be no fee for using the kiosk, no charge for a hardcopy map. A request for a 8 X 11 maybe \$2.00, 11 X 17 maybe \$5.00, 24 x 36 plotter maps maybe \$24.00. Other towns have done this and these small charges has paid for the yearly tax updates

The final piece CDM recommends is setting up data policies and procedures on how much is the town selling data for, who is responsible for making the disk, who is responsible for maintain what areas, who is responsible for updates, data access internet, additional data layers etc. And who is responsible for budgeting the for the future of this new GIS system as far as software updates, maintenance etc. The board as Mr. Koziell to put together a recommendation concerning these issues and will send something to Ms. Robinson concerning these items.

7:00 PM – RICHARD ROBINSON – ROAD CREW CHECK IN –

Mr. Robinson has been working on building up the sand pile and will get an estimate on how much has been spent on the sand pile. Mr. Bauchner asked about when the town will start on the West Hill Slide Project. Ms. Jones explained that it is still in the review process for right-of-way and will follow up on when the grant application will be sent for signature from the state. As explained per the grant agreement rules “no work can start on the project until the agreement is signed or the Town loses all funding on the project. Mr. Brodeur asked the work that was done on the Whitworth’s land. Ms. Jones explained that the Whitworth’s have been kept in the loop and GMP will move the power pole when the contractor moves in to do the work. Mr. Simpson asked for an update on the Main Street Bridge Crossing. Ms. Jones indicated that she spoke to Marshal Leonard of Tatro Construction today, and that the beam is to be here around the 16th of August. Mr. Leonard indicated they would start on the 15th of August putting up detour and road closed signs. Ms. Jones also indicated that the town received the sign permit from the AOT to put the detour signs on Route 100.

Ms. Jones presented the two bids for the Access Road and West Hill Road from Kingsbury’s Construction and Dubois Construction. Ms. Jones presented the bids and explained the bid items. Ms. Jones will go back to Kingsbury’s and get additional information regarding on the West Hill Project. Construction would be about a 2 week project. Mr. Robinson also discussed with the board the replacement of the guardrail along West Hill and that he would use the guardrail he purchased from Kingsbury last year to replace the sections needing replacement. The board agreed that fine to proceed with doing that work. Also Mr. Robinson explained that they were working on moving the guardrail back up at Blue Berry Lake.

Mr. Robinson inquired on whether the State knew that the road to the village would be closed. As they are replacing the culvert coming into the village where the manhole is and that the state is going try to sleeve the culvert under route 100.

Fuel Bids – Mr. Robinson explained the difference between on-road diesel and off road diesel to the board. Mr. Brodeur asked if someone from the road crew could check on the Japanese knotweed at Riverside Park and mow it down if it needed to be. The board also requested that Ms. Jones bring to the next meeting a expenditure report on the Highway Department.

The board received a letter from Ms. Lisa Bigelow concerning e all the water coming through the new culverts on Lincoln Gap that outlet to the Bigelow Property. Mr. Robinson explained that he had met with Mr. Ogden Bigelow last year and look at the pond and spillway. Mr. Robinson indicated that the contractor, Mr. Viens, had run trenches from 3 of the culverts to the pond and that the excess water was not a town issue. He had expressed that they could ditch down by the spillway to divert the water.

Motion by Mr. Rood to have Mr. Robinson and Mr. Butcher survey the site, second by Mr. Bauchner. All in Favor: 4-0.

7:30 PM – PUBLIC HEARING – SUGARBUSH TOWN HIGHWAY PERMIT –
Mr. Dan Torsell and Bob Aukland presented to the Select Board a copy of the Highway Use Permit as requested. Ms. Jones made reference that she had been in contact with the Town's attorney and had incorporated the necessary changes in the permit. Ms. Jones indicated that Mr. Torsell would present a copy of the preventive maintenance procedure once the O&M procedures were finalized. Mr. Torsell indicated that the ANR requires Sugarbush to have the facility annually inspected and that they will submit any relevant portions of the annual inspection report that pertain to maintenance tasks, or other recommended for the section of force main located in the town road right of way.

Motion by Mr. Brodeur to accept the road highway permit with all the criteria, second by Mr. Bauchner. All in Favor: 4-0.

7:45 PM – EXECUTIVE SESSION –PERSONNEL

Motion by Mr. Rood to go into executive session inviting Mr. Weston and Ms. Jones, second by Mr. Brodeur.

8:00 PM – Motion by Mr. Brodeur to come out of executive session, second by Mr. Rood. All in Favor: VOTE: 4-0.

8:15 OTHER BUSINESS: In other business the board signed board warrant orders and had discussions on law enforcement in regards to, burglaries, vandalism, break-ins. Mr. Brodeur indicated that this would be a good project for the Mad River Planning District to explore with all the towns regarding these other crimes. Mr. Rood would take this back to the Mad River Planning District. Ms. Jones would call the Sheriff's dept and the State Police to received reports on incidents in Warren. The board also discussed the

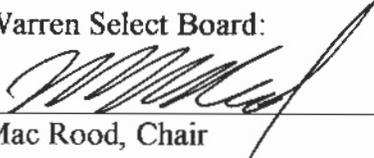
information site and Mr. Brodeur indicated a good spot would be at Riverside Park and that the Town had no interest in abating taxes for the proposed current Valley information site. The board also had discussions to have Ms. Robinson with Mr. Koziell come up with a proposal on a plotter. And discussions concerning training of the new mapping program were discussed.

9:00 PM – Motion by Mr. Brodeur to approve the minutes of July 25th, 2006, seconded by Mr. Rood. All in Favor: VOTE: 3-0.

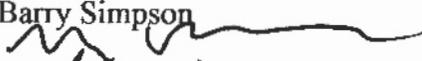
9:05 PM – Meeting adjourned.

Respectfully Submitted by,
Cindi Hartshorn-Jones,
Warren Town Administrator

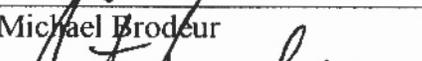
Warren Select Board:



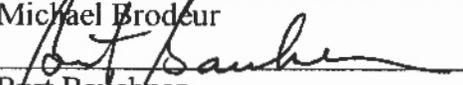
Mac Rood, Chair



Barry Simpson



Michael Brodeur



Burt Baucher

Steve Butcher