

Posted
11/17/22

Agenda
Warren Selectboard
Tuesday, November 29, 2022
Warren Selectboard
6:30 PM
Warren Municipal Building or Via Zoom

✓ 6:30 PM – Public Comment

✓ 6:35 PM – Agenda Changes

Appt to PC

✓ 6:37 PM – Traffic Calming – Public Comment on Proposed Plan – Bob Ackland

✓ 7:00 PM – Mad River Recreation District – Check In – Laura Arnesen

✓ 7:15 PM – Budgets –

Highway Dept. – Andrew Bombard, Chris Kathan
Zoning/DRB – Ruth Robbins, Zoning Administrator

✓ 8:00 PM – Covered Bridge Discussion – Next Steps

✓ 8:15 PM – Other Business

8:20 PM – Approval of Accounts Payable & Payroll Warrants

545,130.28 613,387.66

State Ed Payment \$3,838,015.00

8:22 PM – Approval of Minutes for November 15, 2022

On Going:

ARPA

Town Garage

Topic: Selectboard Meeting

Time: Nov 29, 2022 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/89499624382?pwd=R0ixVlNtQVNDZnZhb1c0WTdNLTZlITZz09>

Meeting ID: 894 9962 4382

Passcode: 720970

One tap mobile

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+1 305 224 1968 US

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 408 638 0968 US (San Jose)

+1 507 473 4847 US

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+1 669 444 9171 US

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Meeting ID: 894 9962 4382

Passcode: 720970

Find your local number: <https://us06web.zoom.us/j/kdw5ob1dh9>

Minutes of November 29, 2022

Warren Selectboard

6:30 PM

Via Zoom or In Person

Warren Municipal Building

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

Others Present: Sheri Sherman, Ruth Robbins, Andrew Bombard, Brook Campbell, Alice Cheney, John Egan, Robert Berg, Mary Jane, Jade, Erika (VR), Victoria E, Bev Verizian, Doug Bergstein, Alice Rodgers, Ellen Strauss, Lisa Miserendino, Macon Phillips, Laura Arnesen.

6:30 PM – Public Comment – Mr. Egan commented on the Verizon Cell Tower and State Statute 248 regarding the roles of the Selectboard and Planning Commission concerning a written response to the Public Service Board and Verizon regarding the proposed tower on Airport Road.

6:39 PM – Agenda Changes: - Planning Commission Appointment & Municipal Resolution for a Planning Grant.

6:40 PM – Traffic Calming – Mr. Ackland commented that this a public hearing for the traffic calming in the Village area. Mr. Ackland presented a power point presentation on the area's that the Selectboard has previous discussed changes of line striping. Currently the changes are only for line striping throughout the Village area to slow traffic down. (Attached Detail Presentation)

Items discussed:

10' Lanes from RT 100 to Main Street Village (North Entrance).

10' Travel Lanes Brook Road to School Road with a 3' pedestrian Path.

Fuller Hill Intersection – Stop with rain garden.

Cross Walks at the Post Office and Cemetery Road

Flat Iron 12" wide single shared lane with a 6' path on the east side.

Cross Walk at Brook Road/Flat Iron with 5' Ped Path to Main Street.

Bridges on Brook Road.

Ms. Cheney commented that she does not want to see a rain garden or stop sign in front of her home. Mr. Ackland explained that the rain garden was to catch storm water running down onto Main Street from Fuller Hill Road. Ms. Cheney commented that there is hardly any water that runs down on her side and she wants it to remain as grass with no curbing and the stop sign left where it is. She found the stop sign offensive in the picture as it was to be located right where she looks out her windows. She commented that she preferred to just do the striping to narrow the road but leave the stop sign where it is. Mr. Bombard commented that there is very little stormwater running down the road as there is a cross culvert above that it runs into. Mr. Bombard also commented that narrowing up and adding curbing will make it very difficult with vehicles with utility trailers and large trucks to navigate. Ms. Behn commented that the rain garden was for collecting storm water. Ms. Cheney commented that she does not want a rain garden in front of her house nor does she want the town to maintain it another rain garden.

Decisions made:

On South Main change the 5' walking path to 3'.

Brook Road Bridge – Proceed with line striping as depicted in Bridge concept. All cross hatching is black and yellow and the rest of the markings white.

On North Main Street to Park and ride – 3' Path to Park and ride on the park & Ride side of the road.

Brook Road 10' lanes, with 5' pedestrian path adding cross walk on Main/Brook.

Flat Iron – North end of Flat Iron Rd add stop bard, cross walk painted and 6' path on south side of Flat Iron.

Instead of a rain garden at the bottom of Fuller Hill there will be striping on the north corner to square off the intersection with the stop sign moving in accordance with altered squared off intersection.

Add speed reduction delineators on downhill lane of Brook Road starting at radar sign.

Mr. Ackland commented that this is phase 1 just line striping to see how the traffic flows and if traffic slows down. The second phase would be to look at raised, cobble sidewalks and lighting. All the line striping would be completed in the spring.

7:43 PM – Mad River Recreation District Check In – Ms. Arnesen started off by commenting that the Recreation District will be level funded at \$40,000 the same as for 2022. They also wanted to thank the Selectboard for approving the dog park location in Warren. They collaborated with six partners to apply to the Vermont Outdoor Recreation Economic Collaborate and receive the largest grant in the state of \$408,019.00. The Mad River Recreation District will also help lead the Community Recreation Visioning (CRV) project, a sub-component of the VOREC that will establish a path forward for balancing trails and environmental sustainability with recreation. The district is in the process of awarding \$45,000 in grants to recipients that applied for funding. The district also purchased a new irrigation system for the Mad River Park and are plowing part of the parking lot to open it up for winter activities. Ms. Rodgers commented that Mad River Valley Recreational assets are tied with the environmental awareness and is tied to the identity of the Mad River Valley. It is a blended balance of the environment and recreation.

7:52 PM – Highway Budget – Andrew Bombard – Mr. Bombard presented his budget to the board. The price of salt and quantity was a concern and it increased to \$115,000 from \$105,000 in FY 2022. Highway Diesel increased from \$65,000 to \$95,000. Vehicle Repair and Maintenance increased to \$55,000 from \$40,000 in FY 2022. Mr. Cunningham asked a questioned about equipment rentals. What are we renting? Mr. Bombard commented that he left that in budget because it used for renting equipment when the Town's equipment is out of service. As far as the Capital Account for Highway equipment, Mr. Bombard will be sitting down with Mr. Youmell and Mr. Ackland once he has received information on warranties, costs, and service life of the equipment to adjust the current schedule.

Road Crew Hire – Mr. Bombard commented that the new road crew hire will start on December 12. He commented that the board will have to go into executive session to discuss wages and benefits. This also brought possibly adding another line for training? As the new road crew hire does not have his CDL and where was the cost of training for a CDL come from in the budget.

8:34 PM –Planning Commission Appointment – Ms. Robbins introduced Mr. Macon Phillips to the Warren Selectboard as a recommendation from the Planning Commission to fill one of the vacancy spots on the Planning Commission. Mr. Phillips met his wife in Vermont while living in Vermont in 2003 and after 17 years in Washing, D.C. decided to return in 2020 and put down roots in Warren. They own a house on Woods Road and have three young children.

Mr. Phillips commented that his family is committed to building a future here in the Valley and doing what they can to support every aspect of the community they cherish.

Motion to appointment of Mr. Phillips to the Warren Planning Commission as recommended by the Planning Commission, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 4-0 (Ms. Behn abstained)

8:44 PM – Zoning/DRB Budget – Ms. Robbins started the discussion with the line item of public notices and why there was an overage. She explained that due to the new Land Use Development Regulations there were various large ads in the VR to help with public education, concerning the new Land Use Development Regulations that have not been adopted yet. She also commented that she has revenue that she collects to cover the cost. She also commented that both her assistants (Ms. Campbell and Ms. Chamberlain) have been exceptional in their work and she would like to increase their hourly to \$20.75. The board had a larger discussion about the Planning Assistant Position and concerns with the new regulations when adopted, that it would add considerably more amount of work. The Town had a full-time zoning Administrator and a Planning/DRB Assistant that was part-time. Currently it is just the Zoning Administrator, Ms. Robbins and two assistants. One does just the minutes for both boards and the other spends 10 hours a week in the office. Ms. Robbins felt that this arrangement has been working out well and did not need to make any changes. Ms. Behn and Ms. Klein Corrigan felt very differently that Ms. Robbins really needs to think about the personnel part of it. Ms. Robbins also would like to re-title some of the line items so they agree more with the NEMRC accounts. Mr. Ackland also commented that Sugarbush will possibly be coming in with some applications for the resort. Mr. Youmell asked for Ms. Robbins to come back with a more complete budget.

9:19 PM – Covered Bridge – Ms. Jones had sent the board a summary for next steps. The recommendation is moving forward to looking at just repairing the super structure.

Other Business:

9:20 PM – Planning Grant – Mr. Ackland presented a Municipal Resolution to the board that would be a 3- Town Consortium of hiring a consultant to gather data on Short Term Rentals, location, types, rooms nights, revenue etc. This report would provide data on the impact on the community, provide a level playing field, compliance, regulation etc. The Mad River Planning District would be the responsible party in writing the grant, managing the grant. Planning District has budgeted to pay the match of \$2,000. The grant application is for \$20,000.. The Town of Warren for the 3-town Planning Grant is acting as the Grantee for reporting. The grant is due December 1 and the board must act on approving the Planning Grant and Municipal Resolution.

Motion by Ms. Klein Corrigan to approve the Municipal Resolution as presented from the Mad River Planning District for a Planning Grant in 2023, seconded by Mr. Cunningham. All in Favor: VOTE: 5-0.

9:30 PM - Formal Letter of Retirement from Mr. Bifano – Mr. Bifano submitted to the Warren Selectboard a letter of Retirement. The board thanked Mr. Bifano for his 20+ years with the Town of Warren and his 40+ years in other public service areas. Ms. Behn asked about who would be doing the Dog Warden Duties? Mr. Youmell commented that he and Mr. Campbell would be doing those duties.

9:32 PM – Verizon Cell Tower - The board briefly discussed that they would work with the Planning Commission on this application. They also discussed that the Town would discuss with the Town Attorney about the case and obtain their services or a recommendation of legal assistance for this case. Mr. Ackland will introduce Mr. Youmell to the Town Attorney.

9:57 PM – Approval of Minutes for November 15, 2022 – Motion by Mr. Cunningham to approve the Minutes of November 15, 2022, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

9:58 PM – Approval of Accounts Payable Warrants – Motion by Mr. Ackland to approve the accounts payable warrants as presented for \$45,130.28, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

9:59 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the payroll warrants as presented for \$13,387.66, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

10:00 PM – Approval of State Education Payment Warrant – Motion by Mr. Ackland to approve the State Education Payment for \$3,838,015.00 as presented, seconded by Ms. Klein Corrigan. All in Favor: VOTE: 5-0.

10:05 PM – Motion by Mr. Cunningham to go into Executive Session to discuss Real Estate, seconded by Ms. Behn. All in Favor: VOTE: 5-0.

10:20 PM – Motion by Mr. Cunningham to exit Executive Session, seconded by Ms. Behn; no action taken. All in Favor. VOTE: 5-0

10:21 PM – Motion by Mr. Cunningham to adjourn, seconded by Ms. Klein Corrigan. All in Favor. VOTE: 5-0

Minutes Respectfully Submitted by,
Cindi Jones, Warren Town Administrator

The Warren Selectboard




Luke Youmell, Chair



Andrew Cunningham, Chair



Robert Ackland



Camilla Behn



Devin Klein Corrigan



MAD RIVER VALLEY RECREATION DISTRICT

Selectboard Update: November 2022

Overarching Themes:

- **We are nearing the end of our 3-5 year Strategic Plan. We are happy to report that we have made great strides in ALL of the key focus areas.**
- **Most notably, the MRVRD has significantly increased its capacity to support recreation in the Valley. Having an Executive Director has been instrumental in increasing our capacity!**
- **Additionally, the Rec. District's responsibility for administering the VOREC grant is an important measure of our increased capacity.**
- **As we look forward, a primary goal of the MRVRD is to work with our recreation partners to ensure a balance between recreation and stewardship of the environment.**

2022 Accomplishments

- Collaborated with six partners to apply to the Vermont Outdoor Recreation Economic Collaborative (VOREC) for a MRV Recreation Hub. MRVRD received the largest grant statewide in this cycle, \$408,019. While the announcement was made in March 2022, due to staffing at the state, signing will take place in late 2022. Bi-weekly, often weekly meetings with partners has become a priority.
- Completed fundraising for the irrigation project at Mad River Park (\$44,100).
- Managed Mad River Park: gear swap, new lost and found box, opened MRP for winter, planned for and raised funds for a needed irrigation system to be completed in 2023.
- MRVRD launched a new website in early 2022 to keep residents and visitors aware of our many programs and opportunities. We now have a dedicated page on the Rec Hub.
- Awarded \$39,500 in recreation grant funds to 11 groups, plus a contribution to support the Community Recreation Visioning initiative. The grants serve youth and adult programs and sustain vital recreation facilities used by the community and visitors. Funding requests from 14 applicants came in totaling more than \$73,000.
- Continued participation in stewardMRV, an initiative to increase the cleanliness and environmental quality of recreation sites. Our hope is to expand stewardMRV to thank landowners and launch programs regarding dogs on leash and disposal of waste.
- Continued leadership of the MRV Trails Collaborative with an emphasis on balancing trails and environmental priorities and keeping partners abreast of Rec Hub developments. MRVRD's website has a drop-down page for the Recreation Hub.
- Hosted an E-bike lending library during August where approximately 40 people were able to try E-bikes. This partnership with LocalMotion may lead to other opportunities.
- Made the \$15 bike helmet event at the Farmer's Market annual (85 distributed).
- Worked with the Planning District and a volunteer Dog Park committee to get permission and permits from the Town of Warren for a dog park (rated as an unmet need in surveys by the Planning District and The Path). Fundraising for this effort is underway.
- Planned a community event at MRP, "Funathon", (canceled due to thunderstorms), but it will be part of our 2023 activities.

- Navigated transition in Board of Directors. Thanked departing Board member Geordie Hall (Warren) and welcomed Derek Bennett (Waitsfield) to the Board. Liza Walker stepped down in August from the MRVRD due to a move and was replaced as Board Chair by Alice Rodgers, formerly Vice Chair. Bear Simmons (Waitsfield) volunteered to be Vice Chair.

2023 Initiatives

The MRVRD will help lead the Community Recreation Visioning (CRV) project, a sub-component of the VOREC grant that will establish a path forward for balancing trails and environmental sustainability. CRV goes through December 2024 and has two main goals:

1. Engage the community in a visioning process to ensure that future initiatives reflect the Valley's dual interests in diverse, high quality outdoor recreation experiences and a thriving and intact natural environment.
2. Create a gold standard vision that is articulated both in writing and spatially in a map - for balancing environmental health and recreation in the MRV, safeguarding valuable natural resources, and planning for long-term stewardship opportunities.

In addition to leading CRV, the MRVRD will also:

- Manage and administer the 408K VOREC Grant. Outside accounting help will be hired. This grant will be a main focus of our 2023 and 2024 work.
- Fundraising for the well and irrigation system at MRP is complete, next steps: purchase and install the above ground irrigation system and determine staffing in order to protect the fields.
- Operate MRVRD annual recreation grant program, continue to streamline procedures to make it easy and inclusive for local organizations to apply. Decisions moved to December.
- Work with the Trails Collaborative to address concerns of the towns, conservation commissions and planning groups regarding Valley-wide planning for trails and balancing environmental issues.
- Host \$15 Bike Helmet opportunity as an annual event.
- Consider working with LocalMotion on additional E-bike programs.
- Work with the Skatium Steering Committee to research and implement plans for improvement.
- Continue plowing the parking lot at Mad River Park to enable winter use.
- Re-launch the community event that was canceled in September 2022 to bring people together to celebrate recreation in the Valley.
- Increase responses to the MRVRD survey and use those results and the results of the Mad River Path and Planning District's surveys to chart MRVRD future activities.
- Continue to improve the MRVRD website to serve the community and provide updates on the MRV Rec Hub and other important projects.

Many thanks to the towns of Fayston, Waitsfield and Warren for the additional funding voted in during 2022. With the increased workload of the VOREC Grant, additional accounting and reporting tasks to the State, irrigation at MRP and increased grantee activity, MRVRD will prudently use the increase to achieve concrete results.

With a total annual budget of \$122,250 (Fayston, Waitsfield and Warren at \$40,000 each and Moretown at \$2,250 to support Mad River Park), we are closer to the benchmark of Waterbury and Bristol's recreation budgets at over \$300,000 each.

**MAD RIVER VALLEY RECREATION DISTRICT
2023 BUDGET**

INCOME	
Warren	\$40,000
Fayston	\$40,000
Waitsfield	\$40,000
Moretown (for MR Park)	\$2,250
Total Income	\$122,250
Carry Over from 2022	\$3,250
Total Available for 2023	\$125,500
EXPENSES	
Recreation Grants and Facilities	\$45,000
Mad River Park	\$9,000
VOREC Project Management	\$15,000
Executive Director Salary	\$38,000
Soc. Sec/Medicare 7.65%	\$2,907
Workers Compensation	\$800
Technology Stipend	\$960
Travel Reimbursement	\$600
Payroll Service/Gusto (\$25/mo) - \$51	\$612
Unemployment Insurance 1%	\$380
Professional Development	\$500
Membership VRPA	\$100
Membership VLCT (Associate Level)	\$1,000
Website	\$500
Miscellaneous	\$87
Reserve	\$10,000
Total Expenditures	\$125,446

MAD RIVER PARK 2023 BUDGET

INCOME	
Spring Soccer	\$700
Spring LAX	\$900
Summer Camps	\$800
Fall Soccer	\$700
MRVRD (includes Moretown)	\$9,000
Total Income	\$12,100
Carry Over from 2022	\$1,200
Total Available for 2023	\$13,300
EXPENSES	
Port-o-lets	\$2,200
Insurance	\$1,350
Plowing	\$1,500
Mowing	\$3,900
Field Maintenance	\$2,000
Irrigation Labor Costs	\$2,000
Stormwater inspection	\$200
Signage/Security	\$100
Maintenance Equipment	\$300
Miscellaneous	\$150
Total Expenditures	\$13,700

Macon Phillips

P.O. Box 3
Warren, VT, 05674
202-247-0808
mp@maconphillips.com

April 27, 2022

Ruth Robbins
Town of Warren
P.O. Box 337
Warren, VT 05674

Dear Ms. Robbins,

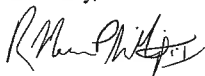
I'm writing to introduce myself and express an interest in serving on the Warren Planning Commission. My wife and I met while living in Vermont in 2003 and, after 17 years in Washington, D.C., decided to return in 2020 and put down roots in the state we both love. We now own a house on Woods Road and our three young children are thriving at the wonderful Warren School. Our family is committed to building a future here in the Valley and doing what we can to support every aspect of the community we cherish.

I manage a consulting firm that helps companies design and organize public engagement campaigns at a national and international level, often leveraging emerging technologies. This work builds on twenty years of experience in various forms of civic engagement that began as an Americorps*VISTA working in low-income housing communities in Vermont. I left Vermont in 2005 to pursue work in national politics, which led me to a senior role on Barack Obama's 2008 presidential campaign and the opportunity to serve for five years as his Director of Digital Strategy in the White House. I finished his Administration at the State Department, and then joined CARE USA as its Chief Digital Officer.

Working in government has taught me the importance of patience and empathy, but most importantly the responsibility to make policy accessible to citizens who have busy lives and a natural skepticism of change. Whether at the national or local level, our democratic process requires proactive engagement to understand the needs of a citizens and make sure a community's collective decisions are clearly understood. The Planning Commission seems like a terrific opportunity to serve the public, learn more about the area and provide value given my experience with housing and civic engagement, as well as my interest in how any community can develop in a way that is clear-eyed about demographic trends while thoughtful about the environment.

My understanding is that the Planning Commission may have some vacancies in the near term and it would be an honor to join and become even more connected to our new home.

Sincerely,



Macon Phillips