

Agenda  
Warren Selectboard  
Tuesday, May 8, 2012  
Warren Municipal Building  
7:00 PM

- ✓ 7:00 PM Road Construction Plan -- Ray Weston, Road Foreman
- ✓ 7:15 PM -- Paving .6 Mile Burbanks Corner to Top of Roxbury Mt.  
Cider Hill -- 900' to Bronfins Driveway -- Kate Tierney
- ✓ 7:30 PM -- Street Lighting Energy Efficiency Program Update Public Hearing -- Christian Frey  
& Cindi Jones
- ✓ 7:40 PM -- Mad River Valley Planning District Work Plan Update -- Bob Ackland
- ✓ 7:55 PM -- DPW - Updates
- ✓ 8:15 PM - Purchasing Policy Final
- ✓ 8:30 PM -- Approval of Minutes for April 10, 2012
- 8:35 PM - Approval of Warrants -- Payables & Payrolls
- 8:40 PM -- Other Business

30,677.39 P/R  
4,7492.67 19/P  
98,170.06

**Minutes of May 8, 20012**  
Warren Selectboard  
Warren Municipal Building  
7:00 PM

**Members Present:** Andrew Cunningham, Chair, Robert Ackland, Vice Chair, Anson Montgomery, Matt Groom, & Kirstin Reilly.

**Others Present:** Rudy Elliott, Jim TV 44/45, Cate Tierney, Bill McGinty, Mary Miller, Patty Sue Carter, Christian Frey, Barry Simpson & Cindi Jones.

**7:10 PM** Meeting called to order by Mr. Cunningham.

The first order of business was to Thank Margo Wade for all her years of service on the Conservation Commission. Ms. Wade has stepped down from the Commission.

**7:15 PM – Road Construction Updates – Mr. Weston – Ms. Jones** filled in as Mr. Weston was sick. Ms. Jones heighted the board that the road crew had graded and graveled Senor Road from Fuller Hill Cross Road to Roxbury with 1,050 cubic yards of plant mix. They also have graded and graveled Lincoln Gap Road from pavement to pavement of 630 yards of plant mix. On the Roxbury Mountain Road they have installed 360' feet of 4" drain and fabric on top to prepare for paving. Reclaiming was done on the Roxbury Mountain Road and culvert installations on Roxbury Mountain Road will take place Monday May 14<sup>th</sup> at which time the Roxbury Mountain Road will be closed from 7:00AM-5:00PM. Kingsbury Construction will be replacing one and the road crew will be replacing 2 others above Burbank's corner. All other culverts on Airport Road have been delayed by activity from the DeFreest farm. During the rainy days they are hauling plant mix from Brosseau's and erosion control stone for the projects being delayed by rain. Other activities include equipment maintenance as needed or required, repairing and replacing road signs, grading as weather permits, installed AC units in municipal building, replaced a block header on Lincoln Gap near Bridgewater's and fixed a culvert header near Mr. Montgomery's driveway. Prior to they have added stone to mud holes as needed about 1400 cubic yards to date.

**7:25 PM – Paving.6 mile Burbanks Corner to Top of Roxbury Mt. -& Paving Cider Hill – 900 feet – (Kate Tierney) – Roxbury Mountain -Mr. Weston's** reasoning for paving the extra 2/10ths was that Roxbury Mountain Road from Burbank's Corner up is a very steep slope, there will be less mud in the spring, there will be less rutting from cars speeding up the mountain and less grading time hours. In his note he commented that there will be less road condition change as traffic comes over the top on gravel and hits the paving 2/10ths down versus getting on the pavement at the top. In any road considered for paving Mr. Weston analyzes the road for drainage, culverts, and road base and erosion issues. Upon his analysis, he prepares the road as necessary. A rock lined ditch will be completed to help with erosion. It has currently been reclaimed. Ms. Jones commented that the Town had received a grant from VTRANS to go towards the complete project.

**Cider Hill Road Paving 900'** – Cate Tierney – Ms. Tierney presented to the board the letter and petition from the residents living and using the road currently. In her letter/petition to the residents of Cider Hill Road, she had received 12 in favor of paving 1 abstained and 2 no. A majority of the people who live and travel the road voted for the 900' section to be paved. In the letter that Ms. Tierney prepared; she states the reasons why it would be a candidate for paving. She presented pictures showing the damage that has occurred as well. The width of the road has increased over the years creating environmental impacts on the surrounding trees, shrubs and plant life. This creates a systemic decline in health and eventual death of the plants that provide the supporting root systems that in fact, support the steep bank that holds the banks itself. The silt runoff has begun to clog the stream due to the lack of a filtering green strip of grass; a constant grading is needed on the hill creating large clouds of heavy dust. The sand and silt that finds its way down to the East Warren Road creates an unstable surface on which to stop your vehicle before entering the East Warren Road and that debris clogs the culverts at the bottom of the road and requires them be cleaned out on a regular basis to keep the drainage systems functioning properly. At this point the macadam on East Warren Road is collapsing and even more alarming the north side of Cider Hill Road is collapsing as well. Mr. Groom stated he was not in favor of paving the road but just adding drainage to the side of the road and narrowing it up. He also stated that he has not seen or walked the road. He stated that if it is the dust and width of the road, then it could be taken care of without adding paving. Mr. Montgomery stated that he is usually not in support of paving, but in this case it is on a steep slope and given the bank instability that this would be a good candidate for the paving. Mr. Cunningham also felt this would be a good candidate given the circumstances with the steep elevation of the road and that the bank steep bank on one side. He inquired about the cost. The cost to pave that section would be about \$31,000 which includes the town doing all the preparation and drainage work. Ms. Jones noted from Mr. Weston that paving 900' up Cider Hill will help with dust problems, less grading as usually just the hill needs it and it would help to control the water runoff to help with the erosion of the bank. He also noted that there would be a rock line ditch on the right side added and shoulders to help with erosion. Mr. Weston also stated that with the road preparation prior to paving, it would be sloped enough so that the paving would divert the runoff into the rock lined ditch. Mr. Ackland was in support of the project as long as the road, drainage and erosion were taking care of.

Motion by Mr. Ackland to approve the 900' of paving of Cider Hill with the proper preparation, ditching and road stabilization, second by Mr. Groom. All in Favor: VOTE: 2 in favor (Mr. Ackland & Mr. Montgomery) 2 against (Ms. Reilly & Mr. Groom) 1 abstain (Mr. Cunningham as he lives on the road)

Ms. Jones was given the task of contacting the paving company that the contract is with, and it will probably increase the per tonnage price on Roxbury Mountain given that the contract was based on two paving sites.

**8:35 PM – Mad River Valley Planning District Update:** Mr. Ackland updated the board on the Mad River Valley Planning District work plan for 2013 (attached). The district members had tasked Mr. Schwartz to present in a detail the projects and hours for the regular work year. Much of time is allocated to the ongoing flood recovery programs. They are the EPA Smart Growth Implementation Planning Project and the American Great Outdoors Initiative He spends 220 hours working with the Valley Towns as municipal support. He also presented a detailed plan on how many of his hours are assigned per town with Waitsfield receiving more hours due to their various projects.

In the Flood Recovery Area, the Valley received a grant from Smart growth EPA for a planning project in which the Valley Towns are a test case. In this test case, it will detail on how to make a community more resilient from economic threats.

**8:10 PM – Street Lighting Every Efficiency Program Update – Public Hearing – Christian Frey & Cindi Jones.** – Christian Frey is an intern that has been working under the direction of Ms. Jones on various projects. Mr. Frey started the discussion off with the criteria of lighting project and explained with a map on the street light locations and the reasoning for changing over to LED's and the reasons made for down grading wattages in certain locations. Mr. Frey and Ms. Jones made a site visits to all 52 street lights that the town on leases. In their assessment they looked at major intersections, pedestrian walkways, and traffic flow. Mr. Frey explained the two cost alternatives and savings for the town for continuing to lease the fixtures or for the Town to own and buy the fixtures. This program is conjunction with working with Efficiency Vermont on incentives to reduce energy. Mr. Frey explained if the Town was to continue to lease them, that there would be no cash outlay to the Town. If the Town were buy and maintain the lights there would be a capital cost of \$26,000. Mr. Montgomery commented that the overall program was a good one and felt that the Town should go ahead with the project. Mr. Frey also explained another cost efficiency project of converting the Municipal Parking Lot over. In the Municipal Parking Lot the town would add one light fixture to help providing light on the walkway to the church as there has been some concern from the Church. The total project cost is \$4,106.51 with a 25 year pay off, but will be saving 138 kwh's a month which will benefit the environment, as well as reducing repair costs since LEDs last 2 xs as long. Attached is a more in depth report.

Motion by Mr. Ackland to approve the Municipal Parking Lot upgrade to take advantage of the Efficiency Vermont rebates, second by Mr. Groom. All in Favor: VOTE: 5-0.

The board thanked Mr. Frey for the well done presentation.

**8:45 PM – Department of Public Works Update:** Mr. Simpson updated the board work on the Brook Road that JP Sicard was doing. They should have the guard rails done, all grading and graveling done in storage areas, grading and dirt around the guardrails this week. Ms. Jones inquired if Sicard was going to fix the sinking hole on the Brook Road just above the Dump Road. Mr. Simpson commented they would be back to saw cut the pavement, add material and put a paving layer over it.

Plunkton Road: Mr. Simpson presented stream alteration permit for the Plunkton Road Bridge project needed for the project. Mr. Cunningham inquired about when we would see some plans as the Town has ready paid out \$15,000 and has not seen anything. Mr. Simpson indicated that the Town should see some plans within the next few weeks. Ms. Jones inquired if the engineer had looked at moving the stream back to its original location? Mr. Simpson commented they looked at it, but thought it would be a lot of undertaking. Ms. Jones also inquired if the engineering design will accommodate future flooding and erosion of the area. Mr. Simpson commented that he thinks it will because they are adding wing walls to channel the stream to prevent erosion from getting in back of the structure.

**9:05 PM – Letter from the State of Vermont Division for Historic Preservation –** Mr. Cunningham read a letter from state informing the Town of Warren that the National Park Service officially entered the Warren Village Historic District Amendment in the National Register of Historic Places on April 12, 2012.

**9:06 PM – Purchasing Policy –** Ms. Jones presented to the Board the final draft of the Purchasing Policy. All the board members were in favor of this policy. Mr. Ackland stated that he would like Ms. Jones to have a meeting with all the Town of Warren Employees explaining this policy.

Motion by Ms. Reilly to adopt the Purchasing Policy, second by Mr. Ackland. All in Favor: VOTE: 5-0.

**9:10 PM – Approval of Minutes for April 10, 2012 –** Motion by Mr. Ackland to accept the Minutes of April 10, 2012, second by Mr. Ackland. All in Favor: VOTE: 5-0.

**9:15 PM – Approval of Warrants –** Motion by Mr. Groom to approve the warrants for \$98,170.06, as presented, second by Mr. Montgomery. All in Favor: VOTE: 5-0.

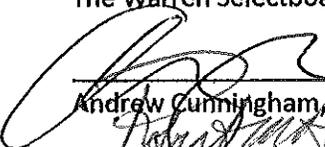
**9:20 PM –** Motion by Mr. Ackland to go into Executive Session to discuss Personnel, second by Mr. Montgomery. All in Favor: VOTE: 4-0. (Ms. Reilly left before Executive Session).

**9:29 PM -**Motion by: Mr. Montgomery to come out of Executive Session, second by: Mr. Groom. All in Favor: VOTE: 4-0.

**9:35 PM -** Motion by Mr. Montgomery to adjourn, second by: Mr. Groom. All in Favor: VOTE: 4-0.

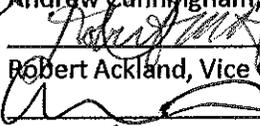
Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

The Warren Selectboard:



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Andrew Cunningham, Chair



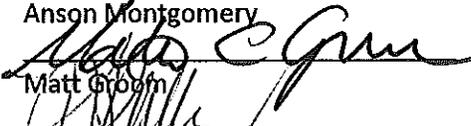
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Robert Ackland, Vice Chair



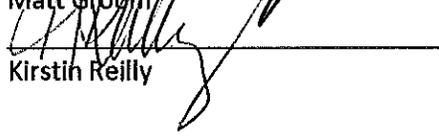
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Anson Montgomery



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Matt Groom



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Kirstin Reilly