

Agenda  
Warren Selectboard  
September 28, 2010  
Warren Municipal Building  
7:00 PM

✓ 7:00 PM – Warren Lister’s Office – Authorization to hire a firm to do the Sugarbush Appraisal –  
Kenny Blair, Sandra Brodeur, Gary Bombard

/ 7:15 PM – Approval of Minutes September 14, 2010

✓ 7:17 PM – Approval or Warrant 9/22/2010 – Accounts Payable/Bills of the Town of Warren

7:19 PM –Dept. of Public Works – Barry Simpson  
Access Road Culvert Status  
Main Street Culvert Status  
Efficiency Grant Status

7:35 PM – Other Business

**Minutes of September 28, 2010**

Warren Selectboard

Warren Municipal Building

7:00 PM

**Members Present:** Andy Cunningham, Chair, Matt Groom Vice Chair, Bob Ackland, Kirstin Reilly, and Anson Montgomery (7:45PM).

**Others Present:** Kenny Blair, Kara (VR), Jim (MRTV 44/45), Barry Simpson, Cindi Jones.

**7:03 PM** – Meeting called to order by Mr. Cunningham.

**7:05 PM – Warren Lister’s Office Matters** – Kenny Blair, Sandra Brodeur, Gary Bombard

Mr. Blair was the only lister present at this meeting as Ms. Brodeur and Mr. Bombard were absent. The first order of business to discuss with the Warren Selectboard was approval for lister errors needing correction. The first item was from Modular Space Inc – they have been paying personal property on temporary trailers that were set up at Sugarbush during the construction since 2008. They paid the 2010 tax of \$250.53 but have had no temporary space construction trailers at Sugarbush for the past 2 years.

Motion by Mr. Groom to refund the personal Property tax of \$250.53, second by Mr. Ackland. All in Favor: VOTE: 4-0.

The second order of business was a piece of property .33 acres valued at \$6,000 in Alpine Village. Mr. Blair walked the property and commented it is very swampy, there is no access to the property and is very grown up with brush. Mr. Blair has been working with the Land Schedule plan and this property came out to a consistent value of \$1,200.

Motion by Mr. Ackland to adjust the value to \$1,200 as recommended by Mr. Blair, second by Mr. Groom. All in Favor: VOTE: 4-0.

The third order of business was regarding the Sugarbush Resort for an appraisal with all the new construction. Mr. Blair reported that back in 2000 a firm called Closser Associates had performed a quite detailed appraisal of the resort. This firm has a good reputation in being thorough and precise in their appraisals and they are only one of only a few that just do ski resort appraisals around the country. Mr. Ackland was familiar with them as he had recommended them and two other firms to the Town several years ago when he own Sugarbush during that appraisal time. Mr. Blair indicated that the funding could come from Capital Reappraisal Account which the amount quoted was for \$25,000 plus travel. It was pointed out that Claybrook was a separate property from Summit Ventures.

Mr. Cunningham inquired does this bring us closer to another town wide appraisal. Mr. Blair commented that he did not feel that it would as it was more towards housekeeping tweaking. Mr. Ackland also commented that this appraisal is based on an income approach and the benefit would be to keep it current continually then having large fluctuations. Mr. Blair commented that they are tending to see the higher end condo market doing well as they are selling for more than the assessed value. Mr. Blair has seen that the middle and lower condo markets are not doing as well in sales.

Mr. Cunningham commented is this the right time to do an appraisal of Sugarbush? Mr. Groom also was concerned that this time might not be the fairest time. Mr. Ackland also agreed that there might not be any real benefit at this time. Mr. Ackland also seem to recollect that there might have been an agreement between the town and Summit Ventures stating that reappraisal would be between a 3-5 year range which is not unreasonable. Mr. Blair and the listers will go back through the records and see if there was a signed agreement reached about this. The board felt this was not the time to pursue the ski resort appraisal.

Mapping – Mr. Blair also updated the board that the GIS mapping has been very popular but the town is not keeping up with the demand. CDM's contract runs out in November. The first contract is for \$2,500 for the web hosting and the other is for \$3,500 for changes and additions to web site content. Mr. Blair has recently sent down a large package of map changes and has another one ready to go. However, CDM indicated that the town had burned up the \$3,500 as stated in the contract. Mr. Blair has had numerous conversations with CDM and would like to do a time and materials based contract. He also commented that the mapping should be split up between the zoning office and the listers office. The zoning department would have a line item "mapping" which would be for sending down all the mylar's for subdivisions to get them onto the town based GIS mapping system. The listers would also have their own budget for changes they have that falls under their department. Mr. Blair commented that the GIS budget needs more money to get caught up. He has recently sent down some changes going back to 2008. Mr. Cunningham commented that both departments would need to budget correctly and that time and materials was the right way to go.

**7:35 PM – Approval of Warrants for September 21, 2010 for \$19,601.80, September 23, 2010 for \$21,375.69, September 28, 2010 (School Warrant for Harwood and Warren \$1,558,042.00) and 9/29/2010 for \$117,473.42.**

Motion by Mr. Groom to approve the schools warrant for Harwood and Warren for \$1,558,042, second by Ms. Reilly. All in Favor: VOTE: 4-0.

Motion by Mr. Ackland to approve the warrants as presented for \$117,473.42, \$21,375.69 and \$19,601.80, second by Mr. Groom. All in Favor: VOTE: 4-0.

**7:40 PM – Approval of Minutes for September 14, 2010 – Motion by Mr. Groom to approve the Minutes of September 14, 2010 – second by Ms. Reilly. All in Favor: VOTE: 4-0.**

**7:45 PM – Dept. of Public Works – Barry Simpson** – Mr. Simpson presented to the board an updated schedule of completion for the pipeline. From Tatro's schedule, October 15 is the completion date to complete all disturbance of the area as required by the State of VT. Primarily the focus has shifted to the completion of the pipeline. They plan on installing the last of the two Warren culverts on Friday, October 1 with a paving date timeline of October 11-15<sup>th</sup> to complete all paving including the roadside. Mr. Simpson pointed out that there are several places where the shims have been peeled away leaving 2" 3" lips by excavators and loaders scraping the road and that Sugarbush is obligated to re-do the area by Wheeler Brook where the main line broke during the winter. Mr. Simpson also noted that the crew seems to be getting smaller and smaller as they leaving for other jobs.

Mr. Montgomery commented that the Town has more than accommodated the needs of Tatro and Sugarbush. Mr. Groom expressed the urgency that this needs to get done in a timely manner. Mr. Cunningham inquired of Mr. Simpson what is left to be done on the culverts. Mr. Simpson noted that there are 2 more culverts, 3 headwalls, paving, fix the section as obligated by Wheeler Brook, fix some ditches that are flat and they also have to go up the side of the road for paving but are not planning on bring that section up the current paving. In some areas there is not enough room for 2 full lanes of traffic at night. Sugarbush is having a post construction meeting on Thursday, September 29, 2010 to walk the road and the area. The board would like to post phone the meeting until next week, when Mr. Weston, Road Foreman, is back to assess the road as he is the one who plows the road and knows the paving industry extensively. Mr. Cunningham will email a request to Sugarbush to reschedule this post construction meeting.

Main Street Culvert – On Hold – The Town still has not received a grant agreement to proceed with project. Mr. Simpson was concerned that it would not through the winter/spring as there are two pieces of the culvert flared enough to decrease and plug the culvert if extensive rain or flooding occurred sending a lot of debris through the culvert. The board directed Mr. Simpson to find some who does this kind of confined space work to temporarily cut the flared sections off inside.

East Warren Road Patch – Mr. Cunningham commented that he thought the patch was ok, and that Gorman had promised to come back in the spring if this patch did not holdup. The road crew has recently transitioned all the driveways to the road level through that section. Mr. Groom has not traveled the patched area, but was still reluctant to pay the invoice 100% and suggested holding back a certain amount that would fix it right. Mr. Ackland commented to pay them since they guarantee their work for a year and to do a little more research the next time. Mr. Cunningham commented that it will be interesting to see how the road will hold up with the increased traffic next year with the RT 100 reconstruction/paving project. Mr. Montgomery also agreed to pay them as the Town does have another mile to do next year to the Waitsfield Town Line.

Energy Grant – Mr. Simpson reported that the Town still has not received the grant agreement to proceed with energy retro fits. He is sending out requests for proposals for the structural work that needs to be done on the Municipal Building and the East Warren School house. This will have to be budgeted for next year as this was not previously anticipated during the grant request for the original retrofits.

**8:30 PM – Other Business** - Request from Rootswork for a One Time Variance – Rootswork has presented to the board a request from a paranormal research group to conduct a study to stay in the building for one night. Rootswork has presented to the group their requirements. The town has to grant to Rootswork a one-time variance request as this would violate the lease agreement between the Town and Rootswork.

Motion by Mr. Cunningham to approve a one-time variance to Rootswork to accommodate the request of this paranormal group, second by Mr. Montgomery. All in Favor: VOTE: 5-0.

Firewood – Town Owned Tree’s – Mr. Cunningham updated the board on an incident concerning some town owned trees that were cut on town owned property that has caused an incident. Mr. Cunningham has spoken to the Warren Church and they have a group that would cut it up, clean it up and give it to someone really in need. The board thought this was a good idea.

Mowing Contract: The board has been pleased with the Mr. Howes mowing and his contract price is not increasing that much for the upcoming year. Through many good comments, the board felt that they would like to continue with Mr. Howes to maintain areas as specified in the previous contract.

Motion by Mr. Cunningham to approve the re-hire of Mr. Howes to do the town mowing, second by Ms. Reilly. All in Favor: VOTE: 5-0.

**8:40 PM** – Motion by Mr. Groom to adjourn, second by Mr. Ackland. All in Favor: VOTE: 5-0

Minutes Respectfully Submitted by,  
Cindi Jones  
Town Administrator

The Warren Selectboard

  
\_\_\_\_\_  
Andy Cunningham, Chair

  
\_\_\_\_\_  
Matt Groom, Vice Chair

  
\_\_\_\_\_  
Bob Ackland

  
\_\_\_\_\_  
Kirstin Reilly

  
\_\_\_\_\_  
Anson Montgomery