

**AGENDA**  
**Warren Selectboard**  
**Tuesday, November 8, 2011**  
**Warren Municipal Building**  
**7:00 PM**

7:00 PM – PC Check In – Town Garage Discussion

7:35 PM - Sugarbush Access Road – Status/Discussion/Penalties

7:45 PM – Brook Road Status – for FEMA

8:00 PM – Natural Resources Conservation Service – Approval of sponsoring 2 properties – Sign off

8:15 PM – Approval of Warrants

8:17 PM – Approval of Minutes for October 25, 2011

8:30 PM – Other Business

**Minutes of November 8, 2011**  
Warren Selectboard  
Warren Municipal Building  
7:00 PM

**Members Present:** Andrew Cunningham, Bob Ackland, & Matt Groom.

**Members Absent:** Kirstin Reilly & Anson Montgomery.

**Others Present:** Craig Klofach, Michael Ketchel, Rudy Elliott, Patty Sue Carter, Marilyn Miller, Ray Weston, Jim TV 44/45, Kara (VR), Barry Simpson, & Cindi Jones

**7:05 PM** – Meeting called to order by Mr. Cunningham.

**7:06 PM – Planning Commission Check In Concerning the Town Garage** – Michael Ketchel & Craig Klofach – Mr. Ketchel started the discussion off with that the Planning Commission had looked at the town garage issue and they looked at 3 sites and provided costs options. They looked at the present site and determined it would not be very cost effective to build on the present site. It would be very difficult to build on the same spot and maintain the functionality of the operations. There were financial concerns on how to pay for it. Mr. Ackland inquired what sites they had looked at. Mr. Ketchel commented that they looked at the A/R Parcel, the Coates parcel, and the Bobbin Mill. They also looked at some private land owner properties. The majority in the room felt that the Coates parcel was the ideal place as it is centrally located to all the routes and is not in the center of town. The Town did have engineer proposals for the Coates Property; however, there was a lack of communication with one of the landowners which stopped the process as there are some deeded restrictions to the property. Mr. Ackland and Mr. Groom commented that the landowner should participate in the design prior to moving forward. Mr. Cunningham and Mr. Groom were designated to contact the adjacent property owner regarding this.

Mr. Cunningham inquired of Mr. Weston on what the state of the town garage was. Mr. Weston commented that the roof leaks, there is evidence of mold, the doors are not wide enough, there is a major safety issue with the trucks pulling out onto School Road, as traffic from the school Road speeds by the entrance, and trucks entering onto Brook Road are also a safety issue. Mr. Weston commented that he would like to see something with good longevity and the town working on a site soon. The board discussed about setting up a special article for the town garage and to start funding for it. Ms. Jones commented that there is a capital account call "Town Planning & Development" that was set up a few years ago. The Planning Commission would provide the board will all the information that was previous done on the Town Garage project.

**7:50 PM – Sugarbush Access Road – Status/Discussion/Penalties** – Mr. Simpson reported the Access Road Project has been completed. All were in agreement that F.W. Whitcomb did a good job. However, there are per day penalties involved as F.W. Whitcomb did not complete the job on time as specified in the contract. The penalties are \$1,300/per day from the completion date of October 15, 2011, to November 7, 2011. (check date).....

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**8:00 PM – Brook Road Status – for FEMA** – Mr. Simpson presented the engineering plan that Dubois & King had provided to the town for the project. He reported that he had to meet Shayne Jaquith from the ANR and check with Army Corps for permits. He also reported that he has set up some appointments with contractors to get bids on the project.

### **Other Business:**

**Inferno Road Culvert:** Mr. Simpson reported that the Inferno Road Culvert has some erosion as the cement cradle has broken off allowing water to seep behind the culvert. It would require a contractor to get down in there and temporarily back fill the erosion of the culvert.

**Town Garage Issues:** Both garages leak and Mr. Simpson did get a roof estimate for \$30,000 to fix both roofs. He also indicated that they need some new garage doors as the present ones have no weather stripping and the cables are badly rusted, with the springs being in poor condition. One of the doors was hit by one of the town trucks and would need a repair. Total cost from Overhead Door Company is \$5,470.11. This amount includes the full rehabilitation of all the doors including weather stripping. Mr. Simpson recommended that the board consider doing the whole package as it could be a safety issue later on. The board gave Mr. Simpson direction to have the recommended repairs done.

**Natural Resources Conservation Service** – Approval of sponsoring 2 properties – Ms. Jones explained that the NRCS program is where there is money to help homeowners fix their properties if their homes are in immediate danger from major water tributaries. The Town is a sponsor of the program; however, both landowners have signed legal agreements that they are responsible for all costs and future preservation of their properties. The town had 5 sites considered and NRCS approved two of the sites: The Jim Groom property and the John Crump Property.

Motion by Mr. Ackland to sponsor the John Crump and Jim Groom Properties, second by Mr. Cunningham. All in Favor: VOTE: 3-0.

**Sugarbush Letter in Regard to the Spoils Stored on the A/R Property** – Sugarbush presented a letter to the board in regard to what was discussed at the last meeting and requested by the Warren Selectboard. Mr. Ackland commented that he did not see that in the Hold Harmless Section, that Sugarbush included any environmental contaminants if any from the spoils. Mr. Cunningham asked if he would take the lead on this and contact Ms. Wade at Sugarbush to add a clause to the Hold Harmless Agreement to protect the Town from any future problems with site.

**8:30 PM – Approval of Warrants** – Motion by Mr. Ackland to approve the warrants as presented, second by Mr. Groom. All in Favor: VOTE: 3-0.

**8:40 PM – Approval of Minutes for October 25, 2011** – Minutes deferred until next meeting – Not enough members present at this meeting to approve.

**8:45 PM – Unemployment Trust** – Ms. Jones presented to the board an agreement to become part of the Vermont League & Cities Unemployment Trust. Currently the Town is with the state and pays a contribution of 2.7% and is a taxable entity. By going through the VLCT, the town's rate would pay a 1.9% contribution rate and the Town becomes a reimbursable entity. Also, the contribution rate is guaranteed for the entire 2012 years where the state fluctuates during the year. The board agreed to change over to the VLCT Trust.

**8:50 PM** – Ms. Miller presented a complaint to the Selectboard concerning the cemetery. However, the Warren Selectboard has no jurisdiction over the Warren Cemetery members as they are elected officials. Ms. Miller had a complaint about the flags being taken down and that one site has flags still up and that it should apply to all grave sites. Ms. Jones would take it up at the next meeting of the Cemetery Commission.

**9:00 PM** – Motion by Mr. Ackland to adjourn, Second by Mr. Cunningham. All in Favor: VOTE: 3-0.

Minutes Respectfully Submitted by,  
Cindi Jones, Warren Town Administrator

The Warren Selectboard



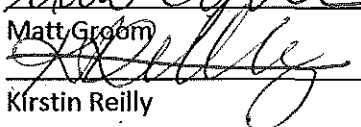
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Andrew Cunningham, Chair



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Bob Ackland



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Matt Groom



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Kirstin Reilly

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Anson Montgomery