

Agenda
Warren Selectboard
Tuesday, March 8, 2016
Warren Municipal Building
7:00 PM

- / 7:00 PM – Elect Chair and Vice Chair Selectboard
- / 7:05 PM – Municipal Water System – Mark Bannon – Bannon Engineering
- / 7:30 PM – Rootswork – Annual Check In
- / 7:45 PM - Credit Card Machine to Accept Tax Payments – Dayna Lisaius
- ✓ 8:00 PM – Town Meeting Post Follow-up/Town Appointments/Comments
- ✓ 8:15 PM – Dept. of Public Works – Barry Simpson
Project Updates
- / 8:30 PM – Approval of Minutes for February 23, 2016
- (8:35 PM – Approval of Accounts Payable and Payroll Warrants
340,747.48 220,029.91
- 8:40 PM – Approval of Liquor Licenses
- 9:00 PM – Other Business

Minutes of March 8, 2016

Warren Selectboard

7:00 PM

Warren Municipal Building

Members Present: Andrew Cunningham, Chair, Bob Ackland, Vice Chair, Randy Graves, Clay Mays and Luke Youmell.

Others Present: Miron Malboeuf, Jim Sanford, Barry Simpson, TV 44/45 (Sam), Don Swain, Peter DeFreest, Richard Ciplinsky and Cindi Jones.

7:00 PM – Meeting called to order.

7:05 PM –Elect Chair and Vice Chair – Mr. Cunningham commented that he would like to continue as Chair and Mr. Ackland commented that he would like to remain as Vice Chair.

Motion by Mr. Youmell to elect Mr. Cunningham, as Chair and Mr. Ackland as Vice Chair, second by Mr. Graves. All in Favor: VOTE: 5-0.

7:08 PM – Municipal Water System – Mark Bannon – Bannon Engineering – Mr. Bannon gave a quick overview of the current system. The current system is a cistern located in the parking lot and is a spring fed system that is not potable water and at times the buildings run out of water. The system services the Church, The Warren Fire House, The Warren Municipal Building, and the Warren Town Hall. Currently the permits of Historical, Flood and Fluvial erosion have been addressed. Borings were taken last fall. Mr. Bannon presented cost options of the next phase. The State Revolving Loan Fund provided a loan for Planning & Engineering, Permits, Archeology, Historic Perseveration, Survey, Borings, Subsurface Exploration, New Drilled well and Water Quality Testing at a cost of \$34,000. Option 1 presented is: Simple Water System Connection for \$50,000. This would be to connect well to storage tank, bore under road and connect to town hall utility room, .add new x-trol pressure tank and well controls, pave patch over pipe route, add new lpg gen-set for well supply. Leave all existing as is. Option 2 – Water System Connection & New Piping: \$86,000. Option 3 – Water improvements & Municipal Parking lot \$100-200. Modify cistern for non-portable water & modest parking and storm water improvements & repave entire parking lot and access drives. Mr. Sanford, Warren Planning Commission member commented that they do have a design for the new parking lot. There is 15' between the parking lot and property line of the Cemetery. Two lights would have to relocate moving the lot closer to the Cemetery and another row of parking. The board felt that they could not do everything in one year and that it was a phased project. The board agreed to go ahead with option 1 for \$50,000 and could find the money within the Capital Town Accounts.

7:35 PM – Rootswork – Annual Check In – Don Swain and Richard Ciplinsky – Mr. Swain started the discussion off about the maintenance agreement with AOS and that it is very unclear who is responsible for the grease tank. AOS indicated it is not their responsibility. Mr. Swain had checked with the Pitcher Inn and Warren Store and they all have their own responsibility of pumping out the grease tanks and they hire Hartigan to do that. Mr. Cunningham commented that someone should check it periodically and they should just contact Hartigan directly.

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Mr. Ciplinsky inquired if there was a manual for the system. Ms. Jones commented that she does not have one at the town. She would ask for a manual. Mr. Swain also had a copy of the Lease Amendment for Rootswork to maintain the system; however, it is not a signed copy. Ms. Jones will review her file for a signed copy and send one to Rootswork.

Mr. Cunningham also brought up that Mr. Simpson has been trying to set up with Ms. Burling a time concerning a land swap as part of the building is on Ms. Burling's property. The Town would like a 25' setback line adjustment. However, Mr. Simpson has not been successful in setting up a meeting. He will again follow up. Mr. Swain and Mr. Ciplinsky commented that Rootswork leases land currently from Ms. Burling for the gardens and it will be coming up again soon. If there was anything that Rootswork could do, they would help as well.

8:00 PM – Credit Card Machine to Accept Tax Payments – Dayna Lisaius – Ms. Lisaius had researched three different companies and found one that is compatible with NEMRC software. The Town would be able to take municipal tax payments, dog payments, sewer and zoning payments. There is a 3% charge to the customer not the Town for this service. Some taxpayers have been asking as this gives them advantages on their own credit cards. People would still have the option of paying by check.

Motion by Mr. Ackland to move forward with the credit card machine, second by Mr. Youmell. All in Favor: VOTE: 5-0.

8:10 PM – Town Meeting Follow-Up – Town Appointments/Comments – Mr. Cunningham commented that the school meeting was very quick and the town was as well. There were very few questions. The board felt that Mr. Cunningham did an outstanding job concerning the dam article and the town's people spoke that they want the dam removed. Mr. Simpson commented that it needed to be more clearly tuned up on the hand votes. Maybe have 5 monitors counting where people get up and after being counted sit down. More microphones were needed and people to run about the room with them. This would be the new moderators area to review.

Town Appointments – The board looked over the Town Appointments that are up for re-appointment. Mr. Sanford commented that he is not the TAC Representative and did not feel that it was necessary for someone to attend.

Motion by Mr. Ackland to accept the re-appointments as highlighted on the Town Appointment List, second by Mr. Youmell. All in Favor: VOTE: 5-0.

8:15 PM –Approval of Town Meeting Minutes – Motion by Mr. Ackland to approve the Town Meeting Minutes as presented by the Town Clerk, second by Mr. Graves. All in Favor:
VOTE: 5-0

8:25 PM – Department of Public Works – Barry Simpson

Municipal Facility Plan – Mr. Simpson highlighted the some other things on the Municipal Facility Plan such as drainage, location of other utilities.

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Eco- Restoration Project Grants – Mr. Simpson commented that he had received information on the new Eco-Restoration Grants available that is due April 8. He had five projects: Drainage at the bottom of Fuller Hill Road, partner with the DeFreest Farm on a project, Restoration of the River above the Warren Timber crib Dam, RT 100 Intersection re-alignment of Vaughn Brown and Pit Road and the long slump on Brook Road across the river. Mr. Cunningham commented that it might be good to do a project with the DeFreests Farm, but that might be a second round application. He suggested for Mr. Simpson to pursue the Intersection of Fuller Hill and Main.

9:15 PM –Approval of Minutes for February 23, 2016 – Motion by Mr. Youmell to approve the Minutes of February 23, 2016, second by Mr. Graves. All in Favor: VOTE: 5-0.

9:16 PM – Approval of Payroll Warrants – Motion by Mr. Ackland to approve the payroll warrants as presented for \$20,029.91, second by Mr. Youmell. All in Favor: VOTE: 5-0.

9:17 PM – Approval of Accounts Payable – Motion by Mr. Ackland to approve the accounts payable warrants as presented for \$40,747.48, second by Mr. Mays. All in Favor: VOTE: 5-0.

9:20 PM – Other Business:

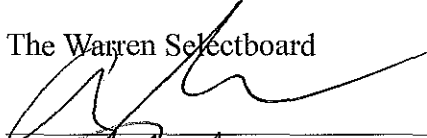
Scoping Study Access Road – Mr. Flender from the Mad River Path has given his resignation and will not be assuming the duties of LMP for the Access Road Scoping Study. Central Vermont Regional Planning could do the RFP, but the board wants to find someone to assume this role. The administrative costs expense is only \$2,400.

V DAT Sidewalk Charette – Mr. Graves updated the board that they had 3 groups of about 8 people each that went from 9:00-11:30. Some thoughts were perhaps no parking designated for better safety. There were some good ideas that came out of the Charette and the Planning Commission will have a report on this soon.

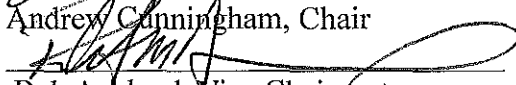
9:35 PM – Mr. Ackland motioned to adjourn the meeting, second by Mr. Graves. All in Favor: VOTE: 5-0.

Minutes Respectfully Submitted by,
Cindi Jones
Warren Town Administrator


The Warren Selectboard



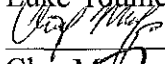
Andrew Cunningham, Chair



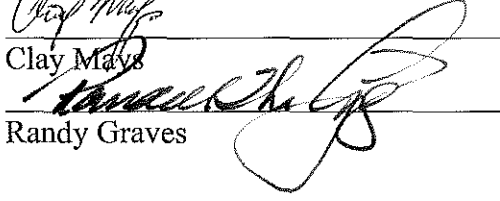
Bob Ackland, Vice Chair



Luke Youmell



Clay Mays



Randy Graves

State Revolving Loan Fund (DWSRF Loan Wpl-231): \$34,000

1. Planning + engineering
2. Permits + archeology + historic preservation
3. Survey
4. Borings + subsurface exploration
5. New drilled well
6. Water quality testing

Option 1 = simple water system connection: \$50,000

Connect well to storage tank. Bore under road and connect to town hall utility room. Add new x-trol pressure tank and well controls. Patch pave over pipe route. Add new lpg gen-set for well supply. Leave all existing as-is.

Option 2 = water system connection + new piping: \$86,000

Option 1 + replace distribution piping + add water meters to each building.

Option 3: water improvements + municipal parking lot: \$100-200k

Option 2 + modify cistern for non-potable water + modest parking and storm water improvements + re-pave entire parking lot and access drives.

Option 4: Town Green:

Option 3 + town green

Note: cost estimates are preliminary based on very very conceptual discussions with H.A. Manosh well drilling without benefit of plans.