

**Minutes of July 18, 2023 Meeting**  
**Warren Selectboard**  
**Streamed on MRVTV**  
**6:30 PM**  
-draft-

**Members Present:** Luke Youmell, Chair; Andrew Cunningham, Vice Chair; Bob Ackland; Camilla Behn, Devin Klein-Corrigan.

**Staff Present:** None

**Others Present:** Misha Golfman (Mad River Path Association), MRVTV, Mac Rood (Mad River Path Association)

**Public Comment**

Nobody present requested time to address the Board.

**Agenda Changes**

Review of the Town Administrator Job Description was added to the agenda.

**Town Administrator (TA) Job Description**

Mr. Ackland made note of the recent changes he had made to the document; the final version was reviewed and approved.

**MOTION:** *Mr. Cunningham made a motion to approve the Job Description for the Town of Warren Town Administrator position. The motion was seconded by Ms. Behn. All voted in favor.*

The logistics of having the ad for the position posted and the Job Description put on the website were discussed; the necessary documentation will be sent to Dayna Lisaius, who is knowledgeable regarding where to post the ad.

**Covered Bridge Repair Bid – Parent Construction**

Ms. Klein Corrigan will follow up regarding questions posed about timber grading; but she explained that the project is ready to move forward and that the outstanding invoice should be paid.

**MOTION:** *Mr. Ackland made a motion to approve payment of the outstanding invoice from Parent Construction for timber storage, in the amount of \$20,000. The motion was seconded by Ms. Klein Corrigan. All voted in favor.*

**Land Use Development Regulations Review**

Several edits were agreed upon, with the draft document that the Board is working from updated accordingly.

- 3101 – Clarification needed re 4305.C having a trigger of 500 square feet of new structural space; Board members believe this is meant to be 5000 square feet.
- 3101 – Triggers for site plan include 2500 square feet of impervious surface increase; concerns were raised regarding impacts on affordability for driveways. This will be worked through with Brandy, as other sections (3008, 3012) are related, but it was generally agreed to exempt ‘driveways and access routes’ from this trigger.
- 3104.H – It was agreed that some of the issues mentioned in the purpose statement are not an issue, and that runoff can be a problem whether a lot is gravel or pavement; also that paving requirements may be onerous for many local establishments.
  - 3104.H(1) – Agreed to strike except for first sentence.
  - 3104.H(2) – Strike.
  - 3104.H(3) – Keep.

- 3104.H(4) – Add ‘where appropriate’ to first sentence.
- 3104.H(7)(d)(i) – Change ‘it’ to ‘is.’
- 3104.H(11) – Leave as is.
- 3106 – Most Board members agreed that an opportunity to impose screening (not fencing) is a beneficial aspect of DRB review. There was some discussion regarding what may be considered ‘visual clutter and distraction.’ It was suggested that it may be best to use the current regulations regarding screening rather than the proposed draft language.
  - 3106.A – Remove (2).
- 3107 – Signs to be in compliance with standards rather than under DRB review.
  - 3107.A(2) – Remove.
  - 3107.A(4) – Questions as to whether this is needed.
  - 3107.A – Remainder to be left as is.

Upcoming LUDR review was discussed; it was decided to schedule a review session for August 1, inviting Sugarbush to attend as some sections pertinent to their concerns will be discussed.

### **Other and Ongoing Business**

Town Garage Safety Inspection – Mr. Ackland reported that an inspection of both buildings had taken place, and that Andrew Bombard is working on compiling a list of the related work that needs to be completed. This includes structural, electrical, and other building needs as well as training requirements. It was agreed to have Mr. Bombard attend an upcoming meeting to review the needs and related costs.

Land Use issues in Alpine Village – Mr. Youmell will consult with the Town’s attorney regarding this.

NEMRC Cloud access – Mr. Ackland explained the usefulness of this access and associated security needs. Board members expressed agreement that this is a preferred strategy, and Mr. Ackland will put together a draft RFP for moving current NEMRC access to their cloud-based platform.

Better Backroads Grant In Aid –

**MOTION:** *Mr. Ackland made a motion to approve the Better Backroads Grant In Aid for the amount \$4500. The motion was seconded by Ms. Behn. All voted in favor.*

### **Administrative Items**

**MOTION:** *A motion to approve the payroll warrant in the amount of \$15,455.23 passed unanimously.*

**MOTION:** *A motion to approve the accounts payable warrant in the amount of \$57,140.16 passed unanimously.*

Dayna Lisaius had requested approval for payment for an interpretive sign.

**MOTION:** *A motion to approve payment of \$1365 to Wood and Wood for a Mad River Byway sign was approved unanimously.*

There was some discussion regarding the remaining funds available through the Downtown Transportation grant which had been awarded for traffic calming projects. It was agreed to place this matter on an upcoming agenda.

The meeting adjourned at 8:52 pm.

Respectfully Submitted,  
Carol Chamberlin

The Warren Selectboard

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Luke Youmell, Chair

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Andy Cunningham, Vice Chair

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Bob Ackland

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Camilla Behn

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Devin Klein Corrigan