

Minutes of September 12, 2023 Meeting
Warren Select Board
Streamed on MRVTV
6:30 PM
-draft-

Members Present: Luke Youmell, Chair; Andrew Cunningham, Vice Chair; Bob Ackland; Camilla Behn
Staff Present: Dayna Lisaius, Town Treasurer; Marie Schmukal, Library Director
Others Present: Jared Alvord (Asst Chief-WVFD), Jeff Campbell (Fire Chief-WVFD), Alice Cheney, Lisa Miserendino, MRVTV, Linda Tyler, **Dave Campinelli, another Dave online, others**

Public Comment

Dave **Campinelli** offered comments regarding concerns he has about potential erosion on his property, particularly where the town has a ROW to access septic infrastructure. Luke will reach out to Nate Fredericks of Simon Operation Services (SOS) to have the situation evaluated.

Marie Schmukal indicated that representatives of the Better Places Grant Program will be visiting the pavilion site and the dog park on September 27, and invited Board members to attend.

Agenda Changes

The order of the agenda items was adjusted to accommodate attendees.

Other and Ongoing Business

Project Updates

Pavilion Project – Several Library trustees spoke of concerns they had regarding the design and placement of the pavilion, which they believe is to serve mostly as an extension of the library. It was explained that the location has been decided upon, but that the RFP was published as a request for a suitable design as well as implementation/construction. Further design discussion will take place when reviewing the RFPs received, although it was noted that the design must fit within the parameters outlined in the grant agreement.

Alice Cheney voiced concern that the pavilion might visually block the Historical Society barn and indicated that she would like to see the matter brought to the Town for a vote. Board members noted that one of the reasons the planned location was chosen was to have less visual impact on the barn.

Fire Department request for photovoltaic (solar) system ordinance – Jeff Campbell, Jared Alvord

Jared Alvord explained that the proposed ordinance is fully based on a fire safety perspective, and that all but one of the requirements are included in the standard agreement with GMP for connected solar installations.

The one additional requirement is for a three-foot setback from roof lines for rooftop solar installations; Mr. Alvord noted that this is standard practice in most areas, and that this is already a requirement for any commercial installation (which needs State approval). This configuration allows for roof access, which is critical in firefighting. It was explained that the other requirements are included so that those safety measures are ensured in any off-grid installations not covered by a GMP or other agreement.

It was agreed to have the town attorney review the document before warning it for adoption.

Ongoing and Other Business (continued)

Further Project Updates

Covered bridge – Ms. Klein Corrigan reported that signage is in place for the bridge closure and some additional signs are being placed based on feedback received.

She then explained that rot had been discovered under the running boards, and that the decking was discovered to be hemlock, not white oak as was originally thought. The rot was extensive enough that all deck boards have been removed; the contractor has proposed replacing the decking with white oak, milled to allow for shedding water and installed with gaps for drainage. The estimate provided for this work is \$21K. The ~~running board~~ replacement of a few running boards is also included in this estimate, the majority of which are in good shape and will be reinstalled.

MOTION: *Mr. Cunningham made a motion to approve the additional expense of \$21K to cover the decking work as outlined. The motion was seconded by Ms. Behn. All voted in favor.*

In response to questions from attendees, Ms. Klein Corrigan explained that measures are being taken to mitigate the effects of salt on the new bridge floor, and noted that running boards prevent the creation of wear grooves in the decking.

Funding and related grant paperwork was discussed. This work will be documented in preparation for any future use of federal grant funds for abutment work; the paperwork for the grant which is covering this current work and the partial payment forms will be completed; Board members will research the availability of Historic Preservation money which might be applied to this project.

Lincoln Gap Road speeding concerns – Mr. Ackland reported that VHB had provided a proposal, the first portion of which is an investigation/evaluation phase during which they will interact with residents to learn about the area and concerns. This will be followed by a study of the traffic information received from CVRPC and a presentation of recommendations for traffic calming on the road. The cost for this work was estimated to be \$5000. Mr. Ackland noted that he will work with CVRPC to have the traffic counters installed, and will research past reports provided by VHB.

MOTION: *Mr. Ackland made a motion to proceed with the work with VHB as outlined. The motion was seconded by Mr. Cunningham. All voted in favor.*

There was some discussion regarding the need for consultation with both experts and the stakeholders, as the Board does not have the qualification to decide if speed bumps are the best solution, or where the best location(s) would be if it is decided to put them in place.

Mr. Ackland will contact residents to determine if the speed signs which have been installed have been effective.

Downtown traffic calming – Ms. Cheney noted that the speed sign on South Main Street is not working correctly. It was agreed to place an electronic sign on Brook Road heading out of the Village. Mr. Ackland indicated that the road striping still needs to be completed.

Water meter installation – Mr. Ackland reported on his findings regarding water meters, noting that the 80 existing customers would need to have new filtered meters installed to replace the originals, which are ineffective due to the hardness of the water. The cost for this work is \$200 per meter. He has contacted SOS, and they are available to do the installation of new meters.

It was explained that rates would need to be restructured, and that if meters are installed, wastewater fees would then be based upon water usage; Mr. Ackland explained that all fixed and variable costs must be considered so that appropriate amounts are included in any proposed rate structure.

It was agreed that a survey will be included in the next billing, with an estimate of related costs for meter installation and subsequent rate impacts, in order to determine if there is a strong preference among users.

Mr. Ackland indicated that he had also spoken with SOS regarding their taking on the billing for the system, and they quoted \$500/month for billing, reporting, etc. He explained to those present that SOS is already contracted to oversee the physical system. It was agreed to have them provide a written proposal outlining billing and related activities, so that the Board can take action.

Access road culvert work – Mr. Ackland reported that this project is waiting for some input from Sugarbush, and that the wetland permitting is in process. The work will not take place until next year, although one culvert has already been purchased. The grant being applied to this project runs through next year.

It was noted that Board members will check on details of the transportation Grant-In-Aid extension that has been provided.

IT Services RFP – Mr. Ackland reported that four responses have been received, and review will take place at an October Board meeting.

Town administrator hiring process update

The interview process is still underway.

Festival permit: Pitcher Inn/Warren Store. Block party 10/28, 1-5pm

George Dorsey has applied for a festival permit in order to hold a block party where he proposes closing the portion of Main Street between the Inn and the Store. Questions arose regarding liquor license needs, parking, emergency vehicle access, and other aspects of the event; it was decided to ask Mr. Dorsey to attend the next Selectboard meeting so that details can be provided.

Liquor license renewal: Ski Club 10

MOTION: *Mr. Cunningham made a motion to approve a 1st and 3rd Class Liquor License renewal for Ski Club 10. The motion was seconded by Mr. Ackland. All voted in favor.*

Administrative Items

MOTION: *A motion to approve the payroll warrant in the amount of \$41,789.00 passed unanimously.*

MOTION: *A motion to approve the accounts payable warrant in the amount of \$93,868.21 passed unanimously.*

Mr. Cunningham provided some information regarding erosion of a retaining wall along Main Street, the solution to which will require engineering and construction work. He noted that further severe rainstorms will impact the structure, but it was acknowledged it is unlikely to retain contractors for this work until next year.

Mr. Cunningham reported on water in the Library basement, as well as some ceiling moisture, which is being addressed with temporary solutions. Ms. Klein Corrigan will look into architectural plans to determine what perimeter drainage might be in place. Both members will report on this matter at the next meeting.

Executive Session

MOTION: *A motion to enter Executive Session to discuss personnel matters passed unanimously.*

The meeting entered Executive Session at 8:50 pm and returned to open session at xxx pm

The meeting adjourned at xxx pm.

Respectfully Submitted,
Carol Chamberlin

The Warren Selectboard

Luke Youmell, Chair

Andy Cunningham, Vice Chair

Bob Ackland

Camilla Behn

Devin Klein Corrigan