

**Minutes of March 26, 2024 Meeting  
Warren Select Board  
Streamed on MRVTV  
6:30 PM**

**Members Present:** Luke Youmell, Chair; Andrew Cunningham, Vice Chair; Camilla Behn; Devin Klein Corrigan, Kalee Whitehouse

**Staff Present:** Jeff Campbell (Fire Chief), Rebecca Campbell, Town Administrator; Dayna Lisaius, Treasurer; Marie Schmukal, Library Director

**Others Present:** Perry Bigelow, Alice Cheney, Jim Crafts, Susan Cumiskey, Evan Dolecki, Anthony Italiano (MRVTV), Josie Klein, Dan Osborne (VT Dept of Forests, Parks, and Recreation), Kate Wanner

**Public Comment**

Nobody present offered comments for the Board.

**Agenda Changes**

The Town Hall door repair was added as an Other Business item, and a conversation with Josie Klein regarding her serving as Town Moderator was added as the first regular business agenda item. Mr. Youmell explained that a dog license fee question which arose recently will be addressed by Brent Adams; it was clarified that Mr. Adams has the discretion to waive the town portion of the fee.

**Town Moderator**

Ms. Klein introduced herself, explaining that she is interested in and feels qualified to serve as the Town Moderator for the upcoming year. She answered some questions from Board members, and indicated her willingness to participate in upcoming trainings related to the position.

It was agreed to place appointment of a Moderator on the agenda for the next meeting; Ms. Campbell will post the information on Front Porch Forum.

**100 on 100 Relay Request - Evan Dolecki**

Evan Dolecki explained that the route and other logistics will be the same as in previous years; the event this year is scheduled for August 10.

**MOTION:** *Mr. Cunningham made a motion to approve the 100 on 100 Relay Request for August 10, 2024. The motion was seconded by Ms. Klein Corrigan. All voted in favor.*

**Eclipse Update - Jeff Campbell / Marie Schmukal**

Mr. Campbell updated the Board on steps being taken by Valley Emergency Management Directors to provide for safety during the upcoming (April 8) eclipse. He noted that:

- No rooms are available in the area
- The Sheriff's Department has added patrols
- Sugarbush is looking into getting the Mad Bus running for the weekend
- Mr. Campbell is working to establish a municipal WAZE account so that he can post that the Roxbury Gap is closed if necessary. It was decided that a decision regarding closure would be left to him and Andrew Bombard.
- Mr. Campbell is working to have some mobile cell towers available.

Ms. Schmukal provided some updates on eclipse glasses availability and library programs which are taking place.

Town Office hours for April 8 were discussed, and it was decided to open the office for a half day, with employees able to choose to work from home if they prefer.

### **Pavilion RFP**

Ms. Klein Corrigan recused herself from this portion of the meeting, and participated in the discussion as a candidate.

RFPs had been received from Dave Salvetti, David Sellers, and Corrigan and Klein. Mr. Youmell noted that these are based upon the Board's preferred design for the pavilion. Ms. Lisaius indicated that the project must be completed by September 2, or the funds received will need to be returned. During discussion, it was seen that the submission from Dave Salvetti contained information that the project would be completed by September 15 (if awarded by March 15). It was also noted that the Salvetti RFP outlines portions of the project that will not be completed as part of the proposal, which Board members estimated would bring the cost to well over the \$36K quoted. Board members were not clear on the full proposal provided by Sellers, but assumed that what was submitted was an addendum to his original submission. It was also not clear what the Sellers' project total cost would be, although there was support expressed for his concept of a community 'barn raising' event to get the pavilion in place. The Corrigan and Klein cost estimate was for \$65,537, which includes the excavation and electrical installation. It was discussed that this is slightly more than the grant provided, but understood that the materials specified were reflected in the cost.

It was agreed that two of the submitters had disqualified themselves by either providing unclear information or not providing a design/estimate for the entire project.

**MOTION:** *Mr. Cunningham made a motion to accept the proposal from Corrigan and Klein for construction of the Warren Town Green gazebo, at a cost not to exceed \$70K. The motion was seconded by Ms. Whitehouse. All voted in favor.*

### **Stormwater Project / School & Brook Road - Watershed, Andres Torizzo**

Andres Torizzo provided some information about the Brook Road/School Road project his firm has been designing, outlining that a grant was received several years ago to develop a raingarden solution at this location. The grant was recently extended to be completed by the end of June. The design is nearly complete, and the plans are a deliverable that must be submitted by June 30. Mr. Torizzo explained that documentation is required providing for a responsible party for ongoing maintenance, as well as completion of any necessary permitting. He then spoke of the possibility of including this project in the stormwater infrastructure that needs to be developed in order to comply with DEC's 3-acre permitting requirements related to the school/ball courts/skate park sites.

Mr. Torizzo provided some details of the design for Board members, explaining that the plans include a stone wall concealing the concrete outflow, and a 4-bay plant garden to retain and filter the runoff collected. He noted that the project will likely be under \$100K to construct, although a cost estimate is yet to be completed, as the grant is for design work only.

He then went on to explain some details of the 3-acre project, the design for which has been funded under the Green Schools Program, and is intended to meet new State stormwater requirements. The raingarden would address a small portion of the site's needs; the DPW building is on the same parcel, but Mr. Torizzo has avoided using that portion of the property for any infrastructure, as the future of that area is uncertain at this point. He noted that the Town and School District are co-permittees for the required stormwater permit. This project design includes a swale along School Road across from the DPW building, above the stream that crosses the road and so addressing a different source of runoff than the

rain garden. Also proposed is some work near the solar panels, to assist in spreading out the water that accumulates there. This infrastructure will be outlined on a site plan, including design specifications.

Mr. Torizzo noted that the rain garden submission will require that the Town sign an operation and maintenance agreement as the responsible party, and that he is seeking direction from the Board regarding moving ahead with the stormwater permit plans and application. He explained that, if approved, the 3-acre work would need to be implemented within five years, and that funding may be available for the work to be completed. There were no objections from Board members for these actions to be undertaken.

Ms. Klein Corrigan noted that the Town had made a payment to DEC for the stormwater permit; Mr. Torizzo will work with Ms. Campbell to have this reimbursed through the Grant.

### **Roxbury State Forest proposed addition - Kate Wanner**

Kate Wanner, Gannon Osborne, and Gunnar Nurme were present to provide information about the pending acquisition. Mr. Osborne reviewed that the current property owners, the Comperes, had been in negotiations with a part-owner, and that an agreement had been reached for the Comperes to pay \$57,000 to become the sole owners of the 52-acre site, which they are donating to the State to be added to Roxbury State Forest. Mr. Osborne explained that his Department typically requests that towns provide support for these acquisition projects, and Ms. Wanner indicated that the full Conservation Commission had approved recommending that the Selectboard provide the \$57K needed for the transfer to take place, using funds from the Conservation Reserve Fund.

Details discussed included that the balance in the Conservation Reserve is \$202K, and Payment in Lieu of Taxes (PILOT) payments from the state and how they are calculated.

**MOTION:** *Ms. Klein Corrigan made a motion to approve the expenditure of \$57K from the Conservation Reserve Fund to support the transfer of this parcel to the Roxbury State Forest. The motion was seconded by Mr. Cunningham. All voted in favor.*

**MOTION:** *Ms. Klein Corrigan made a motion to provide a letter of support from the Town for this land acquisition by the VT Department of Forest, Parks, and Recreation. The motion was seconded by Ms. Behn. All voted in favor.*

### **Other Business**

Ms. Klein Corrigan provided an update on the proposed door installation at the Town Hall/Library, explaining that she had spoken with somebody from Brownell, and discussed the possibility of an aluminum-clad door rather than wood, due to the nature of the building and lack of protection at the entry site. Board members expressed that it was the hardware cost rather than the door itself that was more than anticipated, and that they were in favor of installing the originally proposed wood door from Brownell. It was agreed to contact Spencer Dumas regarding potentially less expensive hardware solutions that will stand up to the use the door receives, but to proceed with ordering the proposed door from Brownell. It was also agreed that a grate should be considered for in front of the door in order to prevent splash back, and to possibly construct an overhang of some type above the door.

**MOTION:** *Mr. Cunningham made a motion to approve ordering the door as designed by Brownell, exclusive of the hardware at this time. The motion was seconded by Ms. Behn. All voted in favor.*

## Administrative Items

**MOTION:** A motion to approve the payroll warrants in the amount of \$40,335.82 passed unanimously.

**MOTION:** A motion to approve the accounts payable warrants in the amount of \$100,248.61 passed unanimously.

**MOTION:** A motion to approve the minutes of March 12, 2024 passed unanimously.

**MOTION:** A motion to approve the letter of agreement with Sharon Murray, extending the end date of her contract with the Town for work on the LUDRs until April 30, 2024 passed unanimously.

## Adjournment

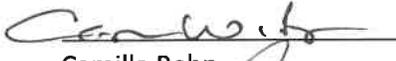
The meeting adjourned at 8:15 pm.

Respectfully Submitted,  
Carol Chamberlin

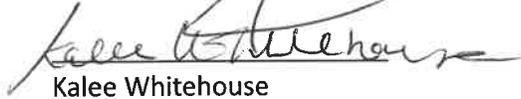
The Warren Selectboard



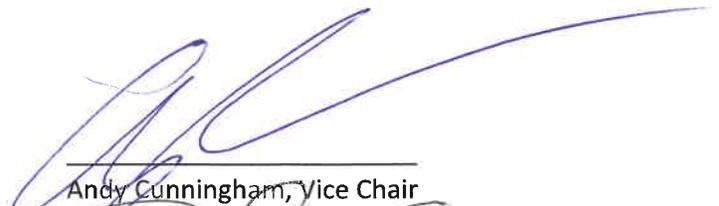
Luke Youmell, Chair



Camilla Behn



Kalee Whitehouse


Andy Cunningham, Vice Chair

Devin Klein Corrigan