

Minutes of February 11, 2025 Meeting

Warren Select Board

6:30 PM

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

Staff Present: Rebecca Campbell, Town Administrator

Others Present: Kara Friend, Carol Luce, Jim Crafts, Perry Bigelow, Rocky Bleier, DeeDee Cartinelli, Misha Golfman (MRPA), Mary Gow, Peter Hayes, Patrisha Hayes, Josie Klein

Public Comment

Nobody requested time to speak.

Agenda Changes

Updates to be provided were noted.

Crosswalk Discussion

Kara Friend presented a proposal for a crosswalk on Brook Road at the intersection of Flat Iron Road, including a request that a pedestrian sign be installed. Board members spoke of a 2022 report from VHB regarding crosswalks in this area, explaining that they had followed VTrans recommended distances between crosswalks, and had opted for painting pedestrian lines along the road between Flat Iron and the bottom of School Road, where there is a crosswalk in place. It was noted that the lines have not been repainted following the recent paving, and also that there is not room for such lines on both sides of the road, which would allow for pedestrians to be opposite traffic in both directions. Board members agreed to consult with VHB regarding the best approach for this area going forward, and asked Ms. Campbell to follow up.

Route 100 Corridor Discussion

Misha Golfman asked that the Board designate a new location for the southern terminus of the Route 100 Multi-Use Corridor, as it had been determined that the new Town Garage site could not host the end point as anticipated.

Discussion ensued regarding the number of spaces likely to be needed by users of the new path (estimated at 20), the preference for a site with toilet facilities, and the pros and cons of several locations, including the Town Office parking area, the school/recreation field parking, the Top Gas site, the rest area south of Warren Falls, Ellen Lane, and the Park and Ride lot at the north end of Main Street. Mr. Golfman confirmed that the site designated at this stage in the scoping process can be changed as the project moves forward and more definitive design parameters are outlined. It was agreed to specify that the Park and Ride lot will be the terminus, with signage potentially in place to direct people to further parking and amenities such as toilets at the Top Gas site should that be determined to be necessary.

Board members confirmed that including appropriate safety striping on Main Street will likely be undertaken by the Town.

Town Garage Update

Mr. Cunningham reported that he and several others had met with Wyman Lanphear and Associates (WLA) earlier in the day, and had agreed on several items to be removed from the estimate provided for the new Town Garage. He also explained that Steve Roy (WLA) had proposed considering a different model for proceeding with the project, which would include engaging a construction manager to assist

with preconstruction, pre-bond vote work. This would allow for the construction manager to provide a tighter estimate, as they would work on economizing the plans and also be responsible for putting out RFPs for subcontractors. One benefit of this approach outlined by Mr. Cunningham and Ms. Klein Corrigan is the ability to solicit bids for different aspects of the project without those bidders being privy to the amount of a bond vote related to specific aspects of the project. It was also noted that the manager would likely have some expertise in the field that would translate into where savings can be sought, that well-known local companies are involved in projects using this strategy, and that moving ahead with this plan would add a little bit of time to the project before a bond vote is held. The cost of such a manager is anticipated to be in the \$3K to \$12K range, and WLA has indicated that they would be willing to amend their contract with the Town to remove this aspect of planning, and thus reduce the contract amount by approximately \$3500. Board members agreed that a written addendum to the contract would be prudent.

Mr. Cunningham additionally reported that he spoke with Mr. Roy regarding the use of materials already on site for aspects of the project such as road building, and discussed phasing possibilities that might aid in splitting the costs between potential grant funding.

MOTION: *Mr. Cunningham made a motion to authorize WLA to publish an RFP for a Construction Manager for the Town Garage Project. The motion was seconded by Ms. Behn, and passed unanimously.*

It was also noted that an environmental assessment of the current garage site should begin; Mr. Roy had provided some suggestions of firms that can do this work. It also needs to be determined if the fire pond can serve as a water source for the washing of trucks at the new site.

Several of those in attendance asked again about working with VTrans to lower speed limits and possibly work to improve the intersections in the Main Street/Route 100 area. Board members explained that a study is necessary before changes can be made, and encouraged those present to reach out to Candice White regarding their safety concerns. It was agreed that a committee may be formed to help address these issues.

Other Business

Ms. Campbell provided the following updates regarding grant activity:

- The Flat Iron Scoping Study has been closed out so that funds can be awarded; the next step for this project is discussion and decisions regarding the 30% design work
 - This project may be incorporated into the Hazard Mitigation Plan
- The interpretive panel for the covered bridge is ready to be printed; Board members had no edits to suggest
- The Traffic Calming grant has been approved for an extension through the end of 2025; it was recommended that sidewalks not be included in this project unless the scope is changed accordingly
- FEMA approval for the stabilization work on West Hill Road has been received, with a deadline for completion of May 2026; Ms. Campbell will reach out to appropriate parties to initiate next steps

Ms. Behn reported that Sharon Murray is working on the report to accompany the LUDR adoption process, and that the report should be completed by the end of February, allowing for a PC public hearing in March.

MOTION: *Ms. Behn made a motion to approve the contract with Sharon Murray for consulting services related to the LUDR adoption process. The motion was seconded by Mr. Cunningham, and passed unanimously.*

Administrative Items

MOTION: *A motion to approve the accounts payable warrant in the amount of \$50,299.90 passed unanimously.*

MOTION: *A motion to approve the payroll warrant in the amount of \$20,483.93 passed unanimously.*

MOTION: *A motion to approve renewals of a Second Class Liquor License as well as Tobacco and Tobacco Substitute Licenses for Global Montello (Jiffy Mart) passed unanimously.*

Adjournment

The meeting adjourned at 7:42 pm.

Respectfully Submitted,
Carol Chamberlin

The Warren Selectboard

Luke Youmell, Chair

Andy Cunningham, Vice Chair

Camilla Behn

Devin Klein Corrigan

Kalee Whitehouse