

Minutes of January 20, 2026 Meeting

Warren Select Board

-draft-

Members Present: Camilla Behn, Devin Klein Corrigan, Joel Taplin, Kalee Whitehouse

Staff Present: Brent Adams, Town Clerk; Jeff Campbell, Fire Chief; Rebecca Campbell, Town Administrator

Others Present: Jim Crafts, Susan Cummiskey (Library Board), Pierre Hall (Recreation Committee), Quayl Rewinski

Ms. Klein Corrigan called the meeting to order at 6:00 pm. The meeting was held in person at the Warren Town Offices and online via Zoom.

Public Comment

Nobody requested time to comment.

Agenda Changes

Town Report review items were added under Other Business.

Continued Municipal Budget Discussion

Clerk Budget

This budget was reviewed with Mr. Adams, with no further changes made. He explained the recent setup of a laptop in the office, which has been useful for those needing to review land records. Mr. Adams also spoke of the building's security cameras being outdated and outlined where additional cameras would be beneficial. He and Ms. Campbell indicated that they had spoken with some vendors regarding this matter; it was noted that this expense might be a Capital Budget item.

Recreation Budget

Mr. Hall reported that the Rec Committee had met, and was requesting that \$10K again be budgeted, with plans to use those funds to support PTO efforts to revitalize the playground area. While there was agreement that coordination with the PTO is necessary and beneficial, Board members expressed several concerns regarding this proposal, including:

- The lack of a finalized MOU with the School District regarding use and maintenance of the playground; that MOU will include a shared playground maintenance budget.
- Anticipating further movement on the plans presented by the Rec Committee for accomplishing projects such as the planned shade structure, court resurfacing, and placement of stone blocks to keep cars off the playing fields. The use of funds for PTO projects would put all these projects on hold.
- Budgeting for general PTO playground expenses, rather than for a detailed plan which would include Rec Committee oversight, particularly as the \$200K of ARPA funds, including funding a project manager position, has not had the forward momentum that was anticipated by the Board.
- The potential for the Rec Committee to use a portion of their budget to support Fourth of July activities at Brooks Field.
- While no detailed plans are in place for the proposed shade structure near the skate park/courts area, funds could be used to have those plans drafted and to gather

community input regarding the planned structure. Engineering work related to other projects might also be funded in 2026.

It was agreed to level-fund the Rec Committee at \$10K, and Mr. Hall indicated that he would bring the Board's comments back to the full Committee.

Fire Department Budget

Mr. Campbell noted the changes he had made in order to meet the Board's request to lower this budget by \$4K. He explained that he is working with Sugarbush to determine what further reductions might be possible in the Utilities line. It was agreed to raise the Utilities line item back to \$8500 as originally proposed by Mr. Campbell, as it may be necessary to expend the same amount as was used in 2025..

The other line item reduced was Vehicle Repairs and Maintenance; Mr. Campbell expressed that it is not possible to foresee all needed repairs, but that he believes he can work within the amount proposed.

There had been questions raised previously regarding the fuel allocation expenses for the Department; Mr. Campbell explained the process used by the Town Road Department, and it was agreed that the numbers are likely accurate.

Administrative Budget

This budget was reviewed, with Ms. Campbell providing explanations for changes that had been made. It was agreed to move the Brooks Field Stormwater line to the Recreation Budget.

Listers Budget

The budget for salaries was discussed, and it was agreed to not make any changes until it is confirmed that the staff hours outlined will be needed in full.

Short Term Rentals Budget

Ms. Campbell reported that the address identification work to be completed by Granicus was contracted at \$12K for the first year of the agreement, and that she is waiting for confirmation from the firm that this will not be charged again for the coming year.

Sewer Operations and Maintenance

Expenses for an engineering inspection had not been applied to the correct line for the current year; it was agreed to keep this line at \$1100, for work at the East Warren Schoolhouse.

Fourth of July

The line item for the Fourth reflects a \$10K increase. It was agreed to keep this change, following some discussion regarding what amount to require the Recreation Committee to put towards the Brooks Field activities, and agreement that there needs to be better communication with Ben Olds/Rotary regarding expenses, overages from the prior year, and other financial matters related to the celebration.

Building Maintenance

It was confirmed that the increase in the Repairs and Maintenance line is due to the intended contracting with a property manager.

It was agreed to keep the Rental Income line for the East Warren Schoolhouse the same as for 2025 rather than budgeting a large increase, and also agreed that further discussion of this topic

is necessary. Board members explained that the building was not being maintained in an adequate manner by the Rootswork Board, but that its revitalization has led to there no longer being consideration of demolition. The Board is proposing that the Town takes on some degree of maintenance responsibilities.

Other Expenditures

Ms. Campbell will research the water system's annual inspection fee.

The Village Garden Maintenance line was increased to \$2400 to cover additional areas and more regular maintenance.

Special Appropriations

These items have all been level-funded, with the contribution to the Warren Arts Committee down \$2K, as the 2026 increase was due to special circumstances. Ms. Campbell noted that the MRVAS request will be increased for next year due to the change in dispatch service needs.

Board members indicated that a programming/financial report should be requested of each of the organizations which are funded through these appropriations.

Insurance and Taxes

Ms. Campbell noted that these items are essentially level-funded, with some lines increased to match the current year's expenses. It needs to be clarified what the County Tax is used for.

Computer

It was agreed to budget \$7K over last year's website expenses in order to pay for further changes to the current Town website to improve navigation.

Ms. Campbell explained the proposal to purchase iPads for use in two-step authentication. Board members agreed that this is not necessary for the Board, but should be limited to purchases for staff only.

Draft of Articles

Ms. Campbell will confirm with Jito Coleman that the contribution to the Conservation Reserve fund is anticipated to be \$20K this year, and that the \$30K voted for last year was due to plans for a specific property acquisition.

It was agreed to not present an article related to a Local Options Tax, but instead to have related discussions with residents at regular Board meetings.

Misha Golfman will be asked to be present to outline the need for a \$19K expense for a Transportation Corridor project manager.

After some discussion with Ms. Cummiskey, it was decided to include an article related to the Library's being permanently located in the Town Hall, but that determination of expansion and allowable uses of the basement and upper floor should be in the Board's purview, with Library input.

Tax due dates were changed to ensure they weren't set for weekend days.

It was agreed to change the funding for the PTO in the amount of \$25K to not include that this is a specific spending of Green Mountain Forest Service receipts, and to explain to the PTO that they will need to request a special appropriation in coming years.

No other changes were made to the draft Articles.

LUDRs

The comments and concerns raised by Board members were reviewed. Sharon Murray had provided a response regarding the statutory language on emergency shelters being a permitted use. Ms. Behn explained the decision to limit Accessory Dwelling Units as a permitted use to Single Family Residences. It was agreed to remove the requirement for interior storage of materials and equipment used for home occupations.

There was some discussion of the potential for future consideration of changes related to the structure of the document, primitive camp regulations, and lighting regulations.

It was noted that there may be some conflict with the Short-Term Rental (STR) regulations and the content of the STR Ordinance; Ms. Behn will look into this.

Other Business

Board members will provide comments regarding the Town Report to Ms. Campbell. There was some discussion regarding drafting some text for the dedication, and artwork for the cover.

Administrative Items

MOTION: *A motion to approve the payroll warrant in the amount of \$43,298.04 passed unanimously.*

Adjournment

The meeting adjourned at 9:21 pm.

Respectfully Submitted,
Carol Chamberlin

The Warren Selectboard

Devin Klein Corrigan, Chair

Camilla Behn, Vice Chair

Kalee Whitehouse

Joel Taplin

Harvey Blake