

**Minutes of December 9, 2025 Meeting**

**Warren Select Board**

**6:30 PM**

**Members Present:** Harvey Blake, Devin Klein Corrigan, Joel Taplin, Kalee Whitehouse

**Staff Present:** Rebecca Campbell, Town Administrator; Dayna Lisaius, Town Treasurer

**Others Present:** Gene Bifano, Perry Bigelow, Rick Brigham (Sullivan Powers), Jim Crafts, Janet Dandridge, Misha Golfman (Mad River Path), Lisa Loomis (Valley Reporter), Joshua Schwartz (MRVPD)

Ms. Klein Corrigan called the meeting to order at 6:03 pm. The meeting was held in person at the Warren Town Offices and online via Zoom.

**Public Comment**

Nobody requested time to address the Board.

**Agenda Changes**

No changes were made to the agenda.

**Audit Discussion**

Mr. Brigham reviewed the audit report for FY24, which he explained is a professional opinion of the financial statements provided, with qualifications. The only qualification he noted is that the capital fund appears to be an assortment of funds, which should be broken out; it was confirmed that a plan has been set to ensure this is no longer an issue in FY25. Mr. Brigham then provided an overview of some of the details included in the report, explaining some of the issues to be addressed and offering other suggestions, for which he indicated he would provide samples of associated documents/language to be used. He confirmed that all of this information has been discussed with staff, and that steps are being taken to address each item.

**Mad River Valley Planning District (MRVPD)**

Joshua Schwartz provided an overview of the Local Option Tax (LOT) analysis completed by for Warren, covering what an LOT is, how the funds raised are typically used, and data specific to Warren which he and Sam Robinson had compiled. That data indicates that Warren would have received \$415,305 from a LOT in 2024, without the inclusion of online purchases. Once those purchases are included, the total is estimated to have been \$495,736. Calculations of the percentage of those receipts coming from residents, with some assumptions made regarding the percentages paid in each category by residents, would indicate a total cost per household to be approximately \$178/year. The same amount of tax income, if raised through property taxes, would require a \$282 increase on a \$450K home.

**Mad River Path**

Misha Golfman outlined the services provided for Warren by the Mad River Path in 2025, noting regular path maintenance and upgrades, the MRV Triathlon, and work on the Sugarbush Access Road Path and Active Transportation Corridor. He then reviewed plans for 2026, including further efforts related to the Active Transportation Corridor, a demonstration project for a Route 100 crossing at the north end of Main Street, and additional Mad River Path upgrades. In addition, the Path will continue work on trail kiosks, outdoor adventure programming, canoe and e-bike lending, and an Attitude of Gratitude Recreational Ethics project.

Mr. Golfman explained that the plans to propose a new half-time Project Implementation Coordinator for the Active Transportation Corridor project, for which he will be requesting 1/3 of the expense (\$16K) to be covered by the Town of Warren, with another third to come from Waitsfield and the remainder of the position to be funded by the Path.

## **Town Hall Usage – Dandridge Proposal**

Janet Dandridge had submitted a proposal to the Town explaining her request to utilize the upper floor of the Town Hall for completion of an art project she has underway, and potentially for an artist in residence type program.

Board members agreed that a more thorough discussion of the policy details regarding the use of the space is necessary, and agreed to include Marie Schmukal, Library Director, in an upcoming review of the rental policy being drafted by Ms. Campbell. It was noted that a discussion of considerations to be made in order to increase the use of the space while allowing for continuation of current uses, and adoption of an equitable rental fee schedule will be part of the process.

## **Town Garage Update**

There was no update provided, a Town Garage meeting will be taking place soon, after which there will be more to report.

Mr. Bifano provided some comments and a spreadsheet, noting that some of the proposed costs appear to be higher than standard for project management

## **Town Administrator Update**

Ms. Campbell reported on the following:

- She is gathering budget information
- One meeting will be needed after December 16 to finalize some budget decisions
- Two parties have expressed interest in the Property Management Scope of Work RFP
- A successful site walk was held at the north end of Main Street, VHB will be providing recommendations
- The health insurance switch to MVP is in process
- A web page dedicated to Short Term Rentals will be created
- Sugarbush Access Road multi-use path work is continuing, with ROW work currently in process
- Parent Construction will be inspecting the Trout Hollow Bridge in order to provide an estimate, and will also look into pedestrian crossing possibilities at that site
- Updates to the Town Hall Rental Agreement will be ready for review at an upcoming meeting
- A small group is meeting to continue discussions regarding Lincoln Gap Road speeds; Mr. Blake agreed to attend those as a Selectboard representative
- The ARPA funds designated for Town Garage expenses have been depleted; it is likely that a bond anticipation note will be necessary
- The initial STR notification letter is anticipated to be sent at the end of the week

## **Other Business**

No other business was taken up by the Board.

## **Administrative Items**

**MOTION:** *A motion to approve the payroll warrant in the amount of \$160,673.87 passed unanimously.*

**MOTION:** *A motion to approve the accounts payable warrant in the amount of \$1,877,171.00 passed unanimously.*

**MOTION:** *A motion to approve the minutes of November 12 and 18, 2025 passed unanimously.*

**MOTION:** *A motion to approve a Special Events liquor license for Vermont Hard Seltzer for a 3.21.2026 event to take place from 11 am to 3 pm at Clay Brook passed unanimously.*

**MOTION:** *A motion to approve a 1<sup>st</sup> Class and 3<sup>rd</sup> Class liquor license for The Tucker at Sugarbush passed unanimously.*

### **Executive Session**

**MOTION:** *A motion to enter Executive Session pursuant to 1 V.S.A. §313(a)(2) [real estate] passed unanimously.*

The meeting entered Executive Session at 9:01 pm and returned to open session at 9:16 pm.

**MOTION:** *A motion to accept the donation of 9.13 acres of undeveloped land from Cathy Miller on Elliott Farm Road and foregoing the revision of the tax bill for 2025 passed unanimously.*

### **Adjournment**

The meeting adjourned at 9:18 pm.

Respectfully Submitted,  
Carol Chamberlin

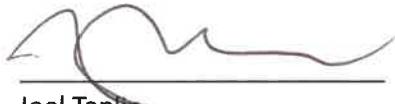
The Warren Selectboard



Devin Klein Corrigan, Chair

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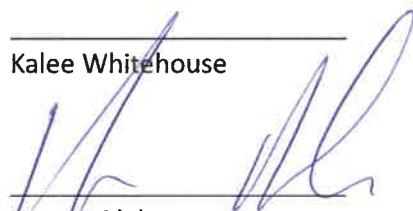
Camilla Behn, Vice Chair



Camilla Behn

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Kalee Whitehouse

  
Harvey Blake

