

**Town of Warren  
Planning Commission  
Minutes of Meeting  
Monday April 10, 2017**

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Members Present: Jim Sanford, Camilla Behn, Randy Graves and Alison Duckworth.

Others Present: Kevin Camara, Kristine Keeney, Brandy Saxton, Cindi Jones, Dottie Kyle, Eric Brattstrom, Miron Malboeuf and Ruth Robbins.

Agenda: Call the meeting to order, 7:30 pm

- 1) Opportunity for Public Comment 7:30 7:45
- 2) Update on Warren Main Street improvement project. Kevin Camara, LPM .
- 3) Town Plan Update, Kick-off meeting Place Sense, Brandy Saxton
- 4) Review & sign minutes March 27, 2017 draft
- 5) Other & New business:

Mr. Sanford called the meeting to order at 7:37 pm.

There was no public comment so the PC went on to the update from the LPM, Mr. Camara, regarding the Warren Main Street Improvement Project. Mr. Camara gave the members an updated timeline that was amended due to the delay caused by the environmental study and public notice/public comment requirements. He continued to say that he had spoken with a couple of contractors who said that despite the tight timeframe they could hit the ground running and get the job done by June 30<sup>th</sup>. Materials are sourced close enough that there is no long lead time and Mr. Camara said that he knew of at least one company who was interested in bidding. Ms. Jones, the Town Administrator said she thought that the project was doable despite the tight timeframe and noted that Mr. Camara should be sure to notify the school regarding the re-routing of the school buses. She also said that a special/emergency Select Board could be called if necessary for the signing of the contract. The members said let's do it, and if some other delay comes about then they would deal with it then.

The Commission then met with Ms. Saxton who will be working with the Planning Commission on updating the Town Plan with funds from a Municipal Planning Grant. She provided the members with her suggested approach to the update and a project timeline. One topic they spent some discussing was that of using a survey. Historically the PC has not had very good response numbers to surveys but Ms. Saxton said it can be done through various vehicles not just mail and still can be a helpful tool as it can indicate if there is a shift in sentiment about different topics of concern to the town planners. Also discussed was the suggestion that the PC consider a change in the format of the Town Plan from a very "encyclopedic" format [data and background] to a more "policies and action" oriented format. No decision was made on this as the members wanted to mull it over and wait until they had a full Commission meeting to decide. Ms. Saxton asked the members if they had top priorities or projects on the horizon that it would be important to address within this update. The discussed the pending Regional Energy changes and she recommended waiting to see what was actually done, and there was also mention of a new section in Chapter 117, "Forest Integrity" that they should address. The members approved the contract with Ms. Saxton which was then signed by the Vice Chairman, Mr. Sanford.

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The PC reviewed and signed the minutes from the previous meeting. In new/other business there was a brief discussion of the unfortunate passing of Mr. Simpson and that one of the PC members would touch base with the Select Board Chair regarding the status of the Town Garage.

The Planning Commission adjourned the meeting at 9:20 pm.

Respectfully Submitted,

Ruth V. Robbins

DRB/PC Assistant

Planning Commission

Camilla Behn 4/24/17  
Camilla Behn date

Jim Sanford 4-24-17  
Jim Sanford date

Alison Duckworth 4/24/17  
Alison Duckworth date

Randy Graves 04/24/17  
Randy Graves date

TOWN OF WARREN, VT  
Received for Record 4/27 2017  
at 9 o'clock A M and Received in  
Ruth Robbins Vol 245 Page 53-54  
TOWN CLERK  
VT Property Transfer Tax Return # —