

**Town of Warren  
Planning Commission  
Minutes of Meeting  
Monday, January 23, 2023**

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Members Present: Camilla Behn, Michael Bridgewater, Jenny Faillace, Macon Phillips, Dan Raddock, Jim Sanford, Chair.

Staff Present: Ruth Robbins, Zoning Administrator, Carol Chamberlin (Recording Secretary, online)

Others Present: None

Agenda:

1. Public Comment
2. MRVPD Partnership Meeting follow-up discussion
3. PC priorities
5. New and other business

The meeting was called to order at 7:33 pm.

**Public Comment**

No members of the public were present.

**MRVPD Partnership Meeting follow-up discussion**

PC members had a conversation regarding the recent Partnership meeting, raising the following points:

- The possibility of the PD helping to move the Waitsfield wastewater project along, which would benefit all three towns as Irasville is the economic center
- Enthusiasm for potential collaborations
- The need to explore how communication works between the town boards and the PD, and how it might be improved
- Ensure that PD representatives are speaking for their Board/Commission as a whole
- Lessened emphasis on Sugarbush – the Resort still has a large impact in Warren
- Sugarbush no longer locally owned
- The need to develop a vision/use the Town Plans as a guide, for towns and for the MRV
- PC and Selectboard communication regarding a shared vision
- Opportunities to work more in tandem with the Selectboard
- Discussion of PD logistics – Executive Committee and Steering Committee
- Potential for PD to focus on minimal number of projects at once, appears at times they are spread too thin

It was agreed to pursue the possibility of meeting more regularly with the Selectboard and working together where suitable.

**PC Priorities**

A list of projects/focus areas was reviewed, and the following items noted:

- PC members would like to be involved in the planning/design phase of Town projects such as the Town Garage, Town Green structures, Covered Bridge repair work, and downtown planning for lighting, traffic, parking, etc.
- Some of these projects have originated through PC work, and some through the Selectboard; the PC has helped with the visioning, and would like to stay involved as the projects materialize.

- It should be clarified with the Selectboard what projects are the responsibility of the PC and for which projects the Selectboard would like PC input/assistance.
- Develop some clarity regarding how the PC might address housing, such as identifying potential sites.
- Some projects on the list reviewed have already been completed (Arrowwood, Town Office/Library).
- Further discussion of creating an enforcement position for zoning and permitting issues was tabled.
- There was agreement that the PC cannot substantially affect any demand for day care.

Macon presented some information he had gathered regarding improving communication within the confines of Open Meeting Law requirements, noting that he plans to publish his PC musings on a web site as he learns more about the role and activities of the PC.

The role/voice of each members as a Town official was discussed, and the VLCT social media policies were pointed out as relevant to the discussion of communicating publicly as a PC member.

### **New and other business**

#### **Curing of an inadvertent violation of Open Meeting Law requirements:**

PC members acknowledged that a violation had occurred through the use of email in the decision-making process.

**MOTION:** *A motion was made by Jim to ratify the decision to publish the LUDR FAQs through a paid advertisement in the Valley Reporter. The motion was seconded by Dan, and passed with all voting in favor with Camilla abstaining.*

Dan made note of the following points:

- The PC should not make any decisions, or discuss any PC business, by email between a quorum of PC members.
- A quorum of PC members may use email to schedule meetings, organize agendas, or distribute materials for discussion at a public meeting.
- PC members may discuss PC business by email or text without a quorum (e.g. one member to one other member), but that email or text is a public record.

#### **Other business addressed:**

There was some discussion regarding proceeding with more clarity and intention during the public input portion of future meetings.

It was agreed that, in order to be able to clarify information or answer questions, PC members should attend the upcoming Selectboard public hearing regarding the LUDRs.

Minutes were signed.

The meeting adjourned at 9:57 pm.

Respectfully Submitted,  
Carol Chamberlin, Recording Secretary

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Jim Sanford                    date

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Camilla Behn                date

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Jenny Faillace                date

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Dan Raddock                date

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Michael Bridgewater        date

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Macon Phillips                date