

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
OCTOBER 14, 2002**

MEMBERS PRESENT: John Goss, Tara Hamilton, Vice Chair; Donald La Haye, Lisa Miserendino, Matt Sargent.

OTHERS PRESENT: Patricia Floyd, Planner; Margo Wade, DRB/PC Assistant.

AGENDA:

- 1) 7:30 p.m. Call to Order
- 2) Municipal Space Planning
 - continue preparation for public forum
 - select short list of consultants for interviews
 - schedule interviews
- 3) Village Sidewalk & Pedestrian Project
 - review LandWorks recommendations
 - discuss next steps
 - approve LandWorks invoice
- 4) Affordable Housing
 - general update
- 5) Other Business:
 - a) Signing of minutes

I. CALL TO ORDER

Ms. Hamilton called the meeting to order at 7:30 p.m.

II. MUNICIPAL SPACE PLANNING

With Ms. Floyd, the PC continued preparation for a public forum to present option(s) for solving the municipal space issues. The group continued work on the action plan and identified tasks for members and staff. Ms. Floyd will distribute an updated plan via email.

The group briefly discussed Mr. Donaldson's draft "white paper" and generally agreed that he was on the correct track. More information would be gathered in the next few weeks.

The following schedule was identified with a targeted vote in March 2003 to allocate funds for the project.

- Meet with stakeholders - October
- Meet with the Selectboard - November – general project update
 - Mid January – present preliminary plans
- Meet with opposition - November
- Hold Public Forum - February

The five proposals were reviewed and discussed. Maclay Architects & Planners and the Design Group were selected for interview. Ms. Wade will schedule interviews for the evening of October 21.

III. VILLAGE SIDEWALK & PEDESTRIAN PROJECT

The PC discussed the material submitted by LandWorks. There was concern that the recommendations are over built and too much for the village. Some members felt the

proposal was boilerplate and needs to be fine tuned to reduce the impact and lower the profile of the project. Members felt they needed more time to review the plans before any decisions were made. Lighting specs were requested.

It was suggested that we talk with the Selectboard to get guidance before any decisions are made. Ms. Wade will get the item on their next available agenda.

PC homework for the project:

- review recommendations
- develop individual comments
- identify priorities

There was some discussion about Bridge #7 and the lack of incorporating a sidewalk on the new bridge. Members will also discuss this with the Selectboard.

IV. AFFORDABLE HOUSING

The Warren Affordable Housing Committee is moving forward with review of proposals and architect selection for the project and identifying other site(s). Sites currently include the Fuller Hill Site with alternative access, the Gravel Pit, and identification of site that have not been considered to date.

Mr. Sargent and Ms. Miserendino felt strongly that the PC needed to be more involved in the planning process and requested more communication between CVCLT and the PC. Ms. Wade will convey the commissions concerns to Karen and place CVCLT on the next meeting agenda.

IV. OTHER BUSINESS

a) Signing of minutes

MOTION by Ms. Hamilton, seconded by Mr. Sargent to approve the September 23, 2002 meeting minutes. VOTE: unanimous; motion carried.

Items for the next PC meeting:

- Sugarbush Hotel
- affordable housing
- village sidewalk & pedestrian project

V. ADJOURNMENT

MOTION by Ms. Hamilton, seconded by Mr. Sargent to adjourn the meeting. VOTE: unanimous; motion carried.

The meeting adjourned at 10:20 p.m.

Respectfully submitted,
Margo B. Wade
DRB/PC Assistant

PLANNING COMMISSION

John Goss (date)

Tara Hamilton, Vice Chair (date)

Donald La Haye (date)

Lisa Miserendino (date)

Matt Sargent (date)