

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
FEBRUARY 9, 2004**

MEMBERS PRESENT: Clayton Cormier, Chair; John Donaldson, John Goss, Lisa Miserendino, Don LaHaye, Jim Sanford.

OTHERS PRESENT: Laura Crandall, Shannon M. Hill, DRB/PC Assistant.

- AGENDA:**
- 1) 7:30 PM Call to Order
 - 2) 7:30 Sign Minutes from Jan 26th
 - 3) 7:35 Interview Planning Commission Candidate
 - 4) 7:50 Prepare for Traffic Calming Public Meeting
 - 5) 8:15 Town Plan Update, Chapters 3
 - 6) Other Business
 - a) Discuss Municipal Planning Grant Budget

I. CALL TO ORDER

Mr. Cormier called the meeting to order at 7:32 PM.

II. SIGNING OF MINUTES

MOTION by Mr. Cormier, seconded by Mr. Donaldson to approve the January 26, 2004 meeting minutes. VOTE: unanimous; motion carried.

III. INTERVIEW PLANNING COMMISSION CANDIDATE TO FILL VACANCY ON BOARD

Mrs. Crandall came before the board to interview for the vacancy on the Planning Commission. Mr. Cormier read Mrs. Crandall's letter of interest.

Mrs. Crandall briefly explained her background and experience. The board described their responsibilities and explained to Mrs. Crandall that being a PC member can be frustrating at times and that it is important to remain optimistic throughout the planning process. Mrs. Crandall stated that she has the time to devote to the board.

MOTION by Mr. Donaldson, seconded by Mr. Sanford to recommend Mrs. Crandall to the Selectboard to fill the remainder of Matt Sargents term on the Planning Commission. VOTE: unanimous; motion carried.

IV. PREPARE FOR TRAFFIC CALMING MEETING

Ms. Hill distributed the agenda for the February 23, 2004 Warren Village Traffic Calming public meeting. The board asked Ms. Hill to contact LandWorks and request David Raphael present the proposed design at the public meeting. They believe that he does a great job in public presentations and that he is the reason they selected LandWorks to consult on the project.

The board requested Ms. Hill do the following prior to the public meeting:

- Contact the Brook Road gang and request written comments on the Traffic Calming Plan
- Request a new letter from the Fire Department clarifying that they are not opposed to the roads being visually narrowed by painting lines
- Develop a new map that simplifies the Traffic Calming Plan

The board decided to remove all of the reduced turning radius from the Traffic Calming Plan based on the Fire Departments recommendations.

V. TOWN PLAN UPDATE – CHAPTER 3

The board decided to review Chapter #3 at another meeting due to time constraints.

VI. OTHER BUSINESS

a) Discuss Municipal Planning Grant Budget

Ms. Hill presented an updated budget for the 2004 Municipal Planning grant. She explained that the mapping software she discussed at the prior meeting is \$1500 and that the grant budget reflected the purchase. She is proposing the Planning Commission use a portion of the grant money to purchase the software so she can create the maps for the Town Plan update.

MOTION by Mr. Donaldson, seconded by Mr. LaHaye to approve of the 2004 Municipal Planning Grant budget amendment and the ArcView software purchase. VOTE: unanimous; motion carried.

b) Review Draft Questionnaire

The board reviewed the draft town meeting day questionnaire submitted by Ms. Hill as well as the proposed questions from the Conservation Committee. They

recommended numerous changes. Ms. Hill will incorporate the changes and distribute the updated questionnaire to the board.

c) Discuss Scenic Roads Public Meeting

The board briefly discussed the scenic roads public meeting.

VII. ADJOURNMENT

MOTION by Mr. Cormier, seconded by Mr. LaHaye to adjourn the meeting.

VOTE: unanimous; motion carried.

The meeting adjourned at 9:00 PM.

Respectfully submitted,
Shannon M. Hill
DRB/PC Assistant

PLANNING COMMISSION

Clayton Cormier, Chair (date)

John Donaldson (date)

John Goss (date)

Donald La Haye (date)

Lisa Miserendino (date)

Jim Sanford (date)