

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
FEBRUARY 10, 2003**

**MEMBERS PRESENT:** Clayton Cormier, Chair; John Goss, John Donaldson, Donald La Haye, Lisa Miserendino, Jim Sanford.

**OTHERS PRESENT:** Margo Wade, DRB/PC Assistant.

**AGENDA:**

- 1) 7:00 p.m. Call to Order
- 2) Affordable Housing – update
- 3) Municipal Space Planning – update
- 4) Village Sidewalk & Pedestrian Project – update
- 5) Other Business:
  - a) approve meeting minutes

---

**I. Call to Order**

Mr. Cormier called the meeting to order at 7:30 p.m.

**II. Affordable Housing**

Ms. Winchell came before the commission to present an update of the project.

- CVCLT has hired Jim Boyland to survey the four Valley towns, including Moretown, for available properties that may be appropriate for an affordable house project.
- Ms. Winchell, Mr. Donaldson and Ms. Wade attended the January 21<sup>st</sup> Selectboard meeting to request including an article on the Town Meeting ballot regarding transfer of a portion of the Cemetery parcel to CVCLT for the affordable housing project. At the meeting the Selectboard felt the project was not ready to present the land transfer request to the voters. The Selectboard asked Ms. Winchell to continue to research alternative access route(s) to the site. The Selectboard was supportive of holding a special meeting at a later date when the project was further along in the planning process and ready presentation and for a bond request before the votes.
- Ms. Winchell continues to explore access routes to the cemetery site. Negotiations with the Grattons have not been fruitful to date.
- CVCLT is waiting on the Boyland report before moving on the Behn Road site. They feel the site has potential and would meet most of the project criteria established by their lenders.

Ms. Winchell will meet with the commission again on March 10<sup>th</sup>.

**III. Municipal Space Planning**

Ms. Floyd and Mr. Schoellkopf briefly discussed preparations for presentation of the Municipal Space Planning project to the voters at Town Meeting. Mr. Cormier Mr. Goss and Mr. Sargent will attend the February 18<sup>th</sup> Selectboard meeting to update the board on the project status and present the preliminary drawings developed by the Design Group. Mr. Schoellkopf will update the drawings for both the Selectboard and Town Meeting presentations and deliver them to the muni building for the meeting on the 18<sup>th</sup>.

We need to continue exploration into outside funding sources for the project. At this time it is anticipated that the bulk of the funding will be provided locally though a bond issue. If a

bond will be the funding mechanism the town should take advantage of the historically low interest rates. Ms. Wade will speak to Ms. Markolf about available library funding.

Mr. Schoellkopf reported that Efficiency Vermont had visited the Municipal Building and Library and inspected the building, heat plant and conducted an energy audit. Their report will be included in the final material submitted by Mr. Schoellkopf.

A press release will be submitted to the Valley Reporter to get the word out to the public that the Planning Commission will be making a brief presentation at Town Meeting on the municipal space planning project.

#### **IV. Village Sidewalk & Pedestrian Project**

Mr. Raphael will attend the February 24<sup>th</sup> PC meeting. The commission and consultant will conduct a village walkabout and discuss the status of the preliminary plans. After the walkabout the group will return to the Municipal Building to discuss next steps for the project.

The meeting will begin at 5:30 p.m. to take advantage of the remaining daylight. The meeting will end at 7:30 p.m.

Predominant concerns:

- traffic speed in the village and mechanisms to slow traffic
- keeping the sidewalk plans appropriate for this village (small, historic, in character, etc.)
- pedestrian safety
- lighting – minimize, pedestrian scale, remove existing overhead street lights

#### **VI. OTHER BUSINESS**

a) Signing of minutes

Clarifications to the January 27<sup>th</sup> minutes were discussed. Ms. Wade will incorporate the clarifications and have the minutes ready for signing at the next meeting.

#### **V. ADJOURNMENT**

**MOTION by Mr. La Haye, seconded by Mr. Goss to adjourn the meeting.**

**VOTE: unanimous; motion carried.**

The meeting adjourned at 10:00 p.m.

Respectfully submitted,  
Margo B. Wade  
DRB/PC Assistant

PLANNING COMMISSION

---

Clayton Cormier, Chair (date)

---

John Goss (date)

---

Donald La Haye (date)

---

Lisa Miserendino (date)

---

Jim Sanford (date)