

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
APRIL 12, 2004**

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

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

**AGENDA:**

- 1) 7:30 PM Call to Order
- 2) Sign Minutes from March 22
- 3) Town Plan Update
- 4) Other Business
  - a) Review Karen Winchell's letter of support for the Community Development Block Grant
  - b) Approve LandWorks & South Mountain Invoices
  - c) Discuss and Sign LandWorks Contract Extension Letter
  - d) Review Survey Report

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**I. CALL TO ORDER**

Mr. Cormier called the meeting to order at 7:40 PM.

**II. SIGNING OF MINUTES**

a) Signing of minutes

**MOTION by Mr. Cormier, seconded by Mr. LaHaye, to approve the March 22, 2004 meeting minutes. VOTE: unanimous; motion carried.**

**III. TOWN PLAN UPDATE**

The board reviewed Town plan chapters 3, 5 and 7. They made numerous revisions which Ms. Hill will incorporate into the Plan.

**IV. OTHER BUSINESS**

a) Review Karen Winchell's letter of support for the Community Development Block Grant

The board reviewed Mr. Winchell's letter and recommended changes.

b) Approve LandWorks & South Mountain Invoices

**MOTION by Mr. Cormier, seconded by Mr. Donaldson, to approve the LandWorks Invoice #98239 for \$871.90. VOTE: unanimous; motion carried.**

**MOTION by Mr. LaHaye, seconded by Ms. Miserendino, to approve the South Mountain Survey & Mapping Invoice #04-035 for \$2380. VOTE: unanimous; motion carried.**

c) Discuss and Sign LandWorks Contract Extension Letter

Ms. Hill explained that LandWorks had requested an extension of their contract through the end of June. Mr. Cormier signed the contract and Mr. Sanford witnessed.

d) Review Survey Report

The board reviewed the final report for the Municipal Complex property survey prepared by South Mountain Survey and Mapping.

**V. ADJOURNMENT**

**MOTION by Mr. Sanford, seconded by Mr. LaHaye to adjourn the meeting.**

**VOTE: unanimous; motion carried.**

The meeting adjourned at 10:15 PM.

Respectfully submitted,  
Shannon M. Hill  
DRB/PC Assistant

**PLANNING COMMISSION**

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Clayton Cormier, Chair (date)

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John Donaldson (date)

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Donald La Haye (date)

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Lisa Miserendino (date)

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Jim Sanford (date)