

**TOWN OF WARREN
PLANNING COMMISSION
MINUTES OF MEETING
APRIL 14, 2003**

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

OTHERS PRESENT: Karen Winchell, CVCLT representative; Pat Pinkston, Warren representative to the MRV Housing Coalition; Peter Schmeckle, Jeff Schoellkopf, Shannon M. Hill, DRB/PC Assistant.

- AGENDA:**
- 1) 7:30 p.m. Call to Order
 - 2) Approve Minutes: March 24, 2003
 - 3) Update on Affordable Housing with Karen Winchell
 - 4) Pat Pinkston – MRV Housing Coalition
 - 5) Municipal Expansion Building Estimate
 - 6) Other Business:
 - Approve Schoellkopf Design, Clay Point and LandWorks Invoices.
 - Review Draft Request For Proposals for survey work.
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I. CALL TO ORDER

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

II. Approve Minutes

MOTION by Mr.LaHaye, seconded by Mr. Donaldson, to approve the March 24, 2003 meeting minutes. VOTE: unanimous; motion carried.

III. Update on Affordable Housing with Karen Winchell

Karen Winchell, representative from the Central Vermont Community Land Trust, presented the following updates:

Cemetery Site

- Ms. Winchell wrote one last letter to the Gratton's in an effort to gain access to the town owned land behind the cemetery. She has not heard back from them and the

PC agrees that further communication with them regarding access to the land would be fruitless.

Brook Road/Behn Road Site

- CVCLT is in negotiations with the property owner
- Ms. Winchell is concerned that she the CVCLT will not have enough time to get the septic work and financing completed within the owners time frame.
- Ms. Winchell is trying to reach an agreement with the owner that the CVCLT will complete the septic work within 30-days. If the soils are suitable for septic the CVCLT would get an additional 60-days to secure financing for the land.
- Sugarbush is considering providing the “bridge financing” for the purchase of the land.

IV. Pat Pinkston – MRV Housing Coalition

Pat Pinkston has agreed to be the Warren representative for the Mad River Valley Housing Coalition (MRVHC). She came before the board to introduce herself and give some background on the coalition since its inception in January of 2002.

Ms. Pinkston worked as an affordable housing advocate in San Francisco, California. When she moved to the valley she was surprised by the dire housing situation.

She informed the board of the updated Census data indicating a large gap between the median income and the cost of purchasing and/or renting a home in the Mad River Valley.

If the property on Behn Road is acquired by the CVCLT, Ms. Pinkston is willing to help facilitate a public meeting. She believes that involving the public in an interactive problem solving exercise would encourage a more optimistic outlook on affordable housing.

V. Municipal Expansion Building Estimate

Mr. Schoellkopf and Mr. Schmeckle came before the PC to present the cost estimate for the proposed Municipal Expansion. They walked the board through each section of the estimate, noting the “alternate” work that is listed at the end of the estimate. Mr. Schmeckle believes the project could be completed in 5 months.

The PC discussed the option of including a lift versus an elevator in order to have handicapped accessibility to the proposed second story library. A lift is less expensive and suitable for handicapped accessibility, but is not meant for everyday use. Mr. Schoellkopf will look into the cost difference and aesthetics of the two options.

This estimate does not include the cost of a sprinkler system, should one be deemed desirable.

The PC discussed preparations for a public forum, scheduled for May 20, 2003, to present the Municipal Expansion Design with Ms. Floyd. The PC will complete the 'white paper' to address the history of the project that will be handed out at the meeting and will develop a Q&A document to answer anticipated questions. The Selectboard will be invited to introduce the PC and show their support for the project. Mr. Cormier will chair the meeting and moderate the Q&A session, while Ms. Floyd will present the options considered and rational for the final design. Channel 44 will be invited to videotape the meeting so that people who are unable to attend can watch it on TV.

Mr. Cormier requested that Ms. Hill look into the current interest rates for a bond issue and determine how much the bond would affect the tax rate.

VI. OTHER BUSINESS

a) Approve Schoellkopf Design, Clay Point and LandWorks Invoices.

MOTION by Mr. Cormier, seconded by Mr. Sanford, to approve the ClayPoint invoice dated 12/26/02 in the amount of \$1,407.50. VOTE: unanimous; motion carried.

MOTION by Mr. Cormier, seconded by Ms. Miserendino, to approve the Schoellkopf Design invoice dated 3/25/03 in the amount of \$4,278.50. VOTE: unanimous; motion carried.

MOTION by Mr. Cormier, seconded by Mr. Sanford, to approve the LandWorks invoice dated 3/24/03 in the amount of \$1,237.00. VOTE: unanimous; motion carried.

MOTION by Mr. Sanford, seconded by Mr. LaHaye, to approve the LandWorks invoice dated 1/3/03 in the amount of \$71.74. VOTE: unanimous; motion carried.

b) Review Draft Request For Proposals for survey work.

The group reviewed the RFP for survey work and incorporated minor changes. The RFP will be posted on the madriver.com web site, at the Post Office and in the Valley Reporter.

V. ADJOURNMENT

MOTION by Mr. Cormier, seconded by Mr. Sanford, to adjourn the meeting. VOTE: unanimous; motion carried.

The meeting adjourned at 10:10 p.m.

Respectfully submitted,
Shannon M. Hill
DRB/PC Assistant

PLANNING COMMISSION

Clayton Cormier, Chair (date)

John Donaldson (date)

Donald La Haye (date)

Lisa Miserendino (date)

Jim Sanford (date)

Cc: MRVPD
Town Clerk
Interested Parties