

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
AUGUST 23, 2004**

**MEMBERS PRESENT:** Clayton Cormier, Chair, John Donaldson, Laura Crandall,  
John Goss

**OTHERS PRESENT:** Anne Greshin, Adam Greshin, Bill Maclay, Jim Caffry, Amy Bell,  
VAOT, Cliff Meader, Vermont Journal, Karen Van Gilder, DRB/PC Assistant

**AGENDA:**

- 1) 7:30 PM Call to Order
  - 2) Sign Minutes from August 5 and 9
  - 3) Review Eurich Farm Proposal
  - 4) Review VAOT Suggested Changes to the Pedestrian Plan
  - 5) Review Proposals for Graphic Designers
  - 6) Town Plan Update
  - 7) Other Business
    - a) Review Cover Memo for Current Town Plan Submission to SB at next meeting
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**I. CALL TO ORDER**

Mr. Cormier called the meeting to order at 7:35PM.

**II. SIGNING OF MINUTES**

**MOTION by Donaldson, seconded by Goss, to approve the August 5, 2004 meeting minutes. VOTE: unanimous; motion carried.**

**MOTION by Donaldson, seconded by Goss, to approve the August 9, 2004 meeting minutes as amended. VOTE: unanimous; motion carried.**

**III. REVIEW PROPOSAL FOR CHANGES TO EURICH FARM PROPOSAL**

Maclay, Caffry, and the Greshins came before the Planning Commission to present a change to the conservation easement on the Eurich Farm parcel, which is now owned by the Greshins. The Planning Commission had heard the request at the August 9, 2004 meeting and asked the Greshins to submit the following:

- 1) A memo from the Vermont Land Trust indicating support of the proposal;
- 2) A memo from the Selectboard regarding the Planning Commission's role and authority;
- 3) A copy of the 1985 agreement;
- 4) A copy of the proposed agreement;
- 5) A memo from the Conservation Commission stating their opinion of the project.

The materials were submitted and reviewed prior to the meeting.

**MOTION by Donaldson, seconded by Goss, to approve the Amended Declaration of Restrictions and Agreement dated August 23, 2004. VOTE: unanimous; motion carried.**

Goss, Donaldson, Cormier, Crandall, and Ann Greshin signed the amended agreement, and Caffry notarized the document.

**IV. REVIEW VAOT SUGGESTED CHANGES TO THE PEDESTRIAN PLAN**

Amy Bell of the Vermont Agency of Transportation came before the Planning Commission to discuss her suggested changes to the Pedestrian Enhancement Plan. She stated that because many of the finding agencies are capping award amounts at the amount requested, it behooves towns to do a better job estimating the cost of completing projects. To this end, she asked the project consultant LandWorks to add additional items to the budget, such as engineering fees and contingency. She anticipates making recommendations that would decrease the budget in the future. She also asked the consultant to add statements regarding the maintenance responsibility of some of the optional materials, such as brick pavers, and recommended reducing the number of traffic signs, which had been a concern of the commission's. She stated that while Warren may want to install the full complement of signs at the beginning, some of the signs could be removed after people become used to the changes.

Van Gilder stated that she had not submitted the memo mentioned on July 12, 2004 to the Selectboard because of Bell's recommendations. Van Gilder will submit a memo to the Selectboard outlining the Planning Commission's recommendations based on the new numbers. Cormier stated that some of the items may need to be included in the Town Meeting Budget.

**V. REVIEW PROPOSALS FOR GRAPHIC DESIGNERS**

Van Gilder circulated the proposals received from the graphic designers. Proposals were received from Big Eyedea, Computer Creations, Kevin Russell, and Jeff Knight. The commission discussed the proposals and decided to request interviews from Computer Creations and Kevin Russell because their work most closely met the parameters of the project. The interviews will be set for Friday, August 27, 2004 between 4 and 5 pm. The group discussed the type of software that would be used and how the plan would ultimately be printed. They discussed requesting not-to-exceed estimates from the two designers who will be interviewed.

**VI. TOWN PLAN UPDATE**

Van Gilder distributed copies of Chapters 1 through 9 that had been reformatted to include the implementation strategies from Chapter 11. The Planning Commission completed edits to section 10 of Chapter 11. Van Gilder will incorporate the changes into the Implementation section of Chapter 10. The Planning Commission reviewed the schedule and noted that the final draft should be completed by September 13, 2004. The group also looked at the changes regarding affordable housing proposed by Donaldson. The group discussed the need for a section regarding child care and the inclusion of the Town Meeting Survey results. Donaldson circulated a proposed Executive Summary.

**VII. OTHER BUSINESS**

a) Review Cover Memo for Current Town Plan Submission to Selectboard August 31, 2004

The Planning Commission did not have any comments on the contents of the memo, which Van Gilder will forward to the Selectboard for their Special Meeting after the Planning Commission's Public Hearing scheduled for August 30, 2004.

**VI. ADJOURNMENT**

**MOTION by Donaldson, seconded by Crandall to adjourn the meeting.**

**VOTE: unanimous; motion carried.**

The meeting adjourned at 9:20 PM.

Respectfully submitted,  
Karen Van Gilder  
DRB/PC Assistant

**PLANNING COMMISSION**

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Clayton Cormier, Chair (date)

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John Donaldson (date)

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John Goss (date)

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Laura Crandall (date)