

**TOWN OF WARREN  
PLANNING COMMISSION  
MINUTES OF MEETING  
TUESDAY OCTOBER 10, 2006**

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Members Present: John Donaldson, Jim Sanford, John Goss, Don LaHaye, and Nick Morehouse

Others Present: David Sellers, Scott Baker, Anne Marie Flusche, Miron Malboeuf and Ruth Robbins

Agenda: Call to order 7:30 pm

- 1) Sellers & Company, Town Garage – Last Review of drawings before final presentation.
- 2) Warren Planning Charrette – Review
  - a) Briefing book draft
  - b) Updates to:
    1. Problem Statement
    2. Requested Output from each team
    3. Assumptions & Ground rules
    4. Future requirements
    5. Key Items from Town Plan
    6. Warren Owned Property/ Facilities
    7. Meeting logistics, food, team materials – supplies required
- 3) Review & sign minutes from 9/25/06
- 4) Other business

Mr. Donaldson called the meeting to order at 7:33 pm.

Mr. Sellers, along with his associates Mr. Baker and Ms. Flusche updated the Commission on two site plans they have designed for improvements to the Town Garage facility. The first one uses Town owned land across from the current location. The other plan uses a phased approach at the current location allowing for continuity of operations while the improvements are made over a three-step plan. Both plans call for the sand/salt shed to be constructed first to be able to realize the savings associated with having these materials covered and protected from the elements. Discussion took place as to the possible cost savings of doing the project all at once versus phasing. The next step is for Sellers & Company to put together some cost estimates for the Planning Commission to review.

The Commission then spent the remainder of their meeting going over the details of the Charrette scheduled for November 4<sup>th</sup>. Prior to the meeting Mr. Sanford and Ms. Robbins toured the Town Hall and discussed the general layout as to food service and where the teams would work. It was strongly suggested that the teams be separate and that with the potential of five teams that we would utilize the Municipal Building and the Fire House as Team locations in addition to the three floors at the Town Hall. All food service will remain at the Town Hall. The commission also reviewed revisions to the briefing materials and made a few more suggestions for improvements. The participant's list was reviewed and updated and it was noted that so far no inquiries have come about since the article in last weeks Valley Reporter. The Commission also went over the maps and materials that would be needed.

The members signed the minutes from their last meeting. The next two meetings of the Planning Commission are Monday October 23<sup>rd</sup> and 30<sup>th</sup>.

The meeting adjourned at 9:42 pm.

Respectfully submitted,

Ruth V. Robbins  
DRB/PC Assistant

**Planning Commission**

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John Donaldson                      date

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Jim Sanford                              date

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John Goss                                date

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Don LaHaye                              date

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Nick Morehouse                        date