

**Town of Warren
Planning Commission
Minutes of Meeting
Monday, August 26, 2024**

Members Present: Jim Crafts, Jenny Faillace, Macon Phillips, Jim Sanford, Adam Zawistowski
Staff Present: Ruth Robbins, Zoning Administrator; Carol Chamberlin, Recording Secretary
Others Present: Michelle Bennett

The meeting was called to order by Jim S at 7:17 pm.

Approve Agenda

No changes were made to the agenda.

Approval of the Minutes

The Minutes of August 12, 2024 were approved.

Public Comment

Nobody requested time for public comment.

Michelle Bennett – Potential PC Member

PC members introduced themselves to Michelle, and provided some background information on matters and tasks the Commission has been addressing, as well as how the PC functions in general. Michelle had provided a letter of interest, and provided some further introductory information about herself and her interest in being part of the PC.

MOTION: A motion to recommend to the Selectboard that Michelle be appointed to the PC passed unanimously.

Priorities Subcommittees Updates

Town Visioning – Adam explained that he is working on completing the mapping and will present it to the group when completed.

Town Garage – Jim S noted a site visit is scheduled for contractors who are considering responding to the RFP. Adam indicated that the new Newport garage can provide a good design template.

Communications – Macon outlined the information regarding developing a new Town of Warren website which he has drafted and posted to his personal website, including goals for the town website, potential scenarios for use of the site, important concepts for consideration, a draft RFP, and related resources. This information will be shared with Rebecca Campbell and the Selectboard. There was some discussion among the PC members about beneficial functions that might be integrated into the town's site.

Other Business

Ruth noted that the next PC meeting is September 9, at which Sam Robinson would like to review the results of the PD's recent Wellness Survey. She has also asked that Michelle's appointment be included on the Selectboard's September 10 agenda.

Adjournment

The meeting adjourned at 8:26 pm.

Respectfully Submitted,
Carol Chamberlin, Recording Secretary