

Town of Warren
Planning Commission
Minutes of Meeting
Monday December 12, 2017

Members Present: Camilla Behn, Mike Ketchel, Jim Sanford, Randy Graves and Dan Raddock.

Others Present: Daniel Peck, Kevin Camara, Clay Mays, Maggie Smith, Mark Hamelin, Gene Bifano, Miron Malboeuf and Ruth Robbins.

Agenda: Call meeting to order, 7:30 pm.

1. Opportunity for Public Comment 7:30 7:45
2. Dog Ordinance, proposed model, Gene B Bifano, First Constable
3. Warren Main Street Improvement Project:
VHB 30% Final Design Update, Mark Hamelin, Kevin Camera LPM.
4. 2017 Planning & Zoning Budget
5. List of topics for 2016 Town Plan update, topics listed to date:
 - a. Update of maps, Dan Currier, CVRPC
 - b. Inclusionary language for green infrastructure
 - c. Update for the housing distribution plan.
 - d. Municipal Planning Grant - Town Plan, Approved
6. Review & sign minutes November 28th, 2016 draft
7. Other & New business:

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

The first item the PC members attended to was the 30% design review for the Warren Main Street Improvement Project. Ms. Smith, the owner of the Warren Store and the Pitcher Inn [which is currently under contract for sale] was invited up to the table to get a clearer understanding of what was proposed as both her properties are impacted by the project. Mr. Hamelin told her that though the project was limited to within the Town's right-of-way that they looked at the big picture and included possible design elements on her adjoining properties, especially those that concern stormwater management. Mr. Hamelin pointed out where they planned to use permeable pavers, add a new catch basin, improve/upgrade an existing catch basin and would like to see another catch basin on the Warren Store property. He also showed the PC members the requested changes from the previous meeting and supplied them with new numbers that were closer to the target budget number needed.

The possibility of using this time while the road is dug up to install some underground conduit for utilities was also discussed. Mr. Camara said he had conversations with both GMP and Waitsfield Telecom the latter indicating that they would require a manhole with underground access at each end of the project. Ms. Kenney noted that it had been brought to her attention that bicycle parking should also be considered and was told that it had been designated over by the gazebo. With no further questions or comments a motion was made by Mr. Sanford to give the designers the go-ahead to the 60% complete design stage. This was seconded by Mr. Raddock and voted on unanimously in the affirmative. Mr. Camara noted that the next steps would include a required environmental information document for permitting purposes along with additional work from the design team.

The next item the PC gave their attention to was the proposed model for an improved and updated dog ordinance that has been suggested by one of the Town’s Constables, Mr. Bifano. The PC discussed this at the previous meeting but wanted Mr. Bifano available for input and questions. He told the Commission that he did not want to be the dog warden, but as a constable wanted the town to have an ordinance that had “teeth” in it – something that was enforceable. He went on to say that he particularly liked the Fairlee ordinance that he had provided. The PC had looked at that ordinance at their last meeting and had made some changes. Mr. Bifano thought the changes made the ordinance less enforceable. After some additional discussion the PC said they would take another pass at doing some modifications and review it again at a future meeting.

Mr. Malboeuf did some fine tuning on the proposed budget and after reviewing it the PC approved the Planning budget as drafted with a motion by Mr. Raddock, a second by Ms. Behn and a unanimous vote in favor. The minutes of the previous meeting were reviewed and signed. In new and other business one of the PC members said that they so often find themselves talking about other issues and how they fit in the “big picture” and “long term vision” of the town. Yet, at the end of the meeting, though the dialogue is interesting, most just want to call it a night. It was suggested that maybe they should schedule a “planning retreat” where they can discuss their own visions for the town, what issues are really at the forefront, and how to best address the current concerns of the town. Doing this either as an extra, outside of the normal schedule meeting or as one of the regular Monday meetings was discussed. Monday January 23rd, a regular meeting night was suggested.

The meeting was adjourned at 9:34 pm.

Respectfully Submitted,
Ruth V. Robbins
DRB/PC Assistant

Planning Commission

Mike Ketchel date

Randy Graves date

Camilla Behn date

Jim Sanford date

Dan Raddock date