



Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Phone: (413) 268-8400

Fax: (413) 268-8409

Minutes for meeting on **March 20, 2023**

Member	Present	Not Present	Member	Present	Not Present
Tariq Abu-Jaber	X		Jean O'Neil	X	
Amy Bisbee	X		Eric Schmitt	X	
Chris Flory		X	Steve Smith	X	
Holly Hendricks	X				
Other attendees: R = remote, Ken Comia, PVPC					

At 7:08 pm Chair Smith called the meeting to order.

1. Vote on prior minutes

Meeting Date	Comments	Motion to Accept	Motion to Accept as Amended	Second	Vote Yea - Nay
3/6/2023	Meeting minutes	Hendricks		Abu-Jaber	6-0

Comprehensive Planning Visioning. Chair Smith notes that the DLTA (District Local Technical Assistance) offer is \$10,000 and must be completed by the end of December 2023. Ken Comia from PVPC feels it's doable if we don't spend much on data collection. The hope is that pre-existing work such as Economic Development Assessment and Open Space Plan will provide much of what is needed. The possibility of funding from ARPA and/or the Community Compact Grant were also noted.



Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Phone: (413) 268-8400

Fax: (413) 268-8409

Survey options were discussed. It is believed the town has approximately 1,430 households. The value of a large respondent pool was discussed, as well as the benefits of having a data set that is representative of the overall town population. The less skew in the response set the better.

The importance of capturing which zone respondents live in was noted. The possibility of a better, updated map was discussed. The possibility of asking respondents to identify the street that they live on was discussed as one solution for identifying the respondent's zone.

At 8:12 Ken Comia from PVPC joined the meeting remotely. Comia noted the value of existing, prior work, including the recent economic study and open space plan. Various survey tactics were discussed. The importance of having the survey in the field by town meeting was discussed.

The survey discussion concluded on the topic of key questions. Land use, housing, economic development, facilities and services, open space, and historical and cultural resources were all mentioned.

Comia indicated he would aim to provide a scope document prior to the next planning board meeting. Bisbee volunteered to build on the survey work done by Hendricks

The next meeting is planned for April 3rd.

The meeting adjourned at 9:04.

Respectfully submitted,

Eric Schmitt