



## *Williamsburg Planning Board*

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Minutes for meeting on **April 3, 2023**

<b>Member</b>	<b>Present</b>	<b>Not Present</b>	<b>Member</b>	<b>Present</b>	<b>Not Present</b>
Tariq Abu-Jaber	X		Jean O'Neil	X	
Amy Bisbee	X		Eric Schmitt	X	
Chris Flory	X		Steve Smith	X	
Holly Hendricks	X				
<b>Other attendees:</b> Ken Comia (PVPC)					

At 7:02 pm Chair Smith called the meeting to order.

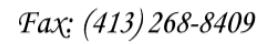
Ken Comia presented an initial plan for comprehensive planning in 2023. The plan included scope, cost and timing elements. Various optional add-on deliverables were covered. The possibility of revising the plan to include additional scope items for data entry, data analysis and a comprehensive plan web page were noted. Chair Smith noted that the board is likely to seek additional funding in the form of a Community Compact Grant.

A discussion ensued. The topic of focus groups was discussed at length. O'Neil proposed running a public meeting first, followed by a series of focus groups, and then bookended by a second public meeting. The consensus was that this was a good idea. The board also discussed using the town newsletter as a vehicle for public awareness and education about comprehensive planning.

Smith to speak to Town Administrator Caccamo about next steps. Schmitt to draft letter from Selectboard to town employee and volunteer stakeholders.

Bisbee and Hendricks reviewed survey work. Feedback was collected

Next steps: Comia to review scope. Planning board to revise survey

[illegible]