



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 **September 11, 2023**

Member	Present	Not Present	Member	Present	Not Present
Tariq Abu-Jaber	X		Jean O'Neil		X
Chris Flory	X		Eric Schmitt	X	
Holly Hendricks	X		Steve Smith	X	
Other attendees: Dee Carriere, Sandy Warren, Ken Comia (PVPC)					

At 7:04 pm Chair Smith called the meeting to order.

Sandy Warren introduced herself as a resident of the town with some curiosity about the Planning Board.

Dee Carriere presented an ANR for 56 Hyde Hill Road.

Meeting Date	Motion	Motion made by	Second	Vote Yea - Nay
9/11/2023	The plan presented regarding the Carriere property between at 56 Hyde Hill Road does not require approval under the Subdivision Control Law. Flory seconds the motion.	Smith	Abu-Jaber	4-0

The board discussion turned to comprehensive planning. Chair Smith raised the topic of a possible grant application to the state's Community Compact program to pay for the writing of a detailed RFP for consultants to aid in the creation of the Comprehensive Plan. The potential for overlap or integration with MVP grants was discussed.



Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Phone: (413) 268-8400

Fax: (413) 268-8409

Discussion of survey responses. Ken Comia joined the meeting remotely, and reported 246 surveys submitted so far. Hendricks notes that the inventory of blank paper surveys at the library has turned over twice. Chair Smith notes paper responses are coming in. Comia shared survey results to date in “flyover” fashion with the board.

Hendricks will inquire with Town Clerk Brenda Lessard about a reverse 911 call to promote the online survey.

The board discussed approaches for the upcoming series of public meetings and focus groups. Consensus seemed to form around a draft plan as follows:

- A first public meeting with an agenda focused on introduction to the comprehensive planning process; includes presentation of comprehensive planning, documents, census data, survey data, and maps. A venue that accommodates 50+ people is preferred, with refreshments. A primary goal of this session is listening.
- Five candidate focus groups were prioritized. In no particular order: 1) Housing, 2) Economic, 3) Natural-Cultural-Historical, 4) Services-Facilities-Transportation, and 5) Climate Change.
- The board felt that Open Space and Recreation could be omitted due to the thorough, ongoing high quality work from the Open Space Committee, including the recently-updated Open Space plan.
- The possibility of a focus group specifically for seniors was discussed, as was the possibility of a focus group specifically for youth.
- The board and Comia discussed the pros and cons of scheduling meetings weeknights vs. Saturday mornings. Consensus seemed to be forming around the idea of most meetings on weeknights, with one or two on Saturdays.
- The board concluded that the first week of November was a reasonable target for the first public meeting, with one focus group tentatively planned for December, and the remainder of the meetings to occur in the first few months of calendar year 2024.



Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Phone: (413) 268-8400

Fax: (413) 268-8409

A preliminary inquiry regarding the construction and rental of cabins was received. A joint meeting with the ZBA to discuss was tentatively planned for September 26th.

The next meetings are tentatively planned for Tuesday September 26th, October 2nd and October 16th.

The meeting adjourned at 9:04.

Respectfully submitted,

Eric Schmitt