



Minutes
for meeting on
February 21, 2017
Approved

Williamsburg Planning Board

141 Main Street, P.O. Box 447

Haydenville, Massachusetts 01039-0447

Ph: (413) 268-8400

Fax: (413) 268-8409

Members:	present	not present
Jim Locke	x	
Steve Snow	x	
Robert Barker	x	
Steve Smith	x	
Charles Dudek	x	
Chris Flory	x	
Others present:		
Mary Dudek, Donna Salloom, Mass. DPH; Sarah Bankert, Healthy Hampshire; D.J. Wilson, Mass. Municipal Assn.; Charlene Nardi, Town Administrator; Marie Westburg, Senior Center Director; Bill Turner, Highway Superintendent		

Chairman Jim Locke called the meeting to order at 7:00PM.

1. The Board reviewed minutes from the meeting on February 6.

Motion by Charles Dudek, seconded by Chris Flory

To approve the minutes.

Approved unanimously.

2. Locke shared a preliminary list from the Building Inspector of signs along Route 9 that may be in violation of the Zoning Bylaw. The Board discussed the language in section 9.83.b.1. Dudek offered to research status of signs installed prior to the latest bylaw change and what other statutes might govern pre-existing signs.
3. Visitors from the Mass. Department of Public Health, the Mass. Municipal Association, and Healthy Hampshire presented an overview of the Complete Streets initiative and the process by which Williamsburg could adopt a Complete Streets Policy and access funding for street improvement projects. Town Administrator Charlene Nardi and Highway Superintendent Bill Turner had prepared a draft policy document. The group discussed the steps needed to formally adopt a policy and the role of the Planning Board to review the policy and schedule a Public Hearing for it.

The Board reached consensus in favor of moving forward with the policy. Nardi suggested we should complete the process by the end of the fiscal year (May).

The next steps would include:

- Review example policies already adopted by other cities and towns
- Nardi and Turner to provide a draft Policy
- Bob Barker to edit or revise as necessary
- Planning Board discuss and then schedule a Public Hearing
- Send Policy document to Board of Selectmen
- Town sends Policy document to Mass. DOT for approval
- Turner to create a prioritization plan of projects
- Turner to seek funding from Mass. DOT for projects

4. The Board discussed bylaw changes to bring before Town Meeting in June. These were a) prohibiting drive-through businesses in the future, b) having the town adopt MGL Title VII, Chapter 40, Section 57, *Local licenses and permits; denial, revocation or suspension for failure to pay municipal taxes or charges* and c) fixing the clerical error in the sign bylaw Section 9.83.b.1 from “Signs which were legal...” to “Signs which were illegal...”
Smith agreed to prepare drafts for (a) and (c); Dudek agreed to prepare language for (b).
5. The next two meeting dates were set for March 6 and March 20.
6. The meeting adjourned at 8:37PM.

Respectfully submitted,
Steve Smith