**WILLIAMSTOWN PLANNING COMMISSION MEETING**
**MEETING HELD ON: August 18, 2026**
**Minutes - - (DRAFT COPY)**

PRESENT: Rich Turner, CH, Horace Duke, Susan Lyons, David Traczyk
Guests: Sam Lash from CVRPC
The Meeting was called to order at 7:00 p.m. at the Town Office.

Rich. T. Any adjustments to the Agenda? Because we have two visitors I would like to suggest that we look at last month's minutes towards the end of the meeting.
Susan L. I just want to add some information received on an invoice from CVRPC.
Horace D. Motion to approve the Minutes as written, 2nd by Dave T.
Dave T. Motion to approve the Minutes from July 8, 2026 later after our guest has spoken. 2nd by Horace D. All approved.

**New Business:**

Rich T. We will start out with Sam L. With updates.

Sam L. Handed out a list of things that will need to be completed. The first one on the list is on Front Porch Forum Outreach. Was this sent out again on Front Porch Forum? (No) I will reach out to the Town Mgr and ask him to put it out there again. We only had the (9) responses from before and it would be nice to get some more responses. Maybe new hazards that might not already have been mentioned.
#2 - - Any new dates on an upcoming Fall Parade?
Susan L. Yes - - The Pub is sponsoring a Fall Event for Sept. 12th. Lindsey Contois from The Pub is in charge of it. It is not a Town function. They have been doing this for the last couple of years now.

Sam L. That's good, something we can have a booth at? (Yes)
Discussion: Rich T. mentioned that we could do the "Spinner" to draw folks in. Sam agreed and they can discuss questions to put on it. Also - - it would be fun to have some prizes for participating. Several ideas noted.
Are there any other Boards that can help? Any Town vacancies? Boards that need help? Suggestion would be to ask town folks if they would like to come to a meeting and check it out. Do high school students still need community time?
Susan L. There are several Boards that need new members but it is hard to get volunteers. Meg Keys is the Chair of the Rec. Board and right now she is the only one doing it. Planning and Cemetery boards are also short members.

Sam L. #3 on the list is the LHMP Mitigation Actions - - The paper that was handed out lists the 2020 Mitigation Actions and the 2026 Status that needs to be completed. I gave your town manager a list to work on. You folks will also need to do this, either individually or as a group. FEMA is actually requiring this to be done. Any new hazards to add? (Tornados)

Dave T. I can certainly do the first item on the list - - that Dam is on my property.

Discussion followed on several of the items. The Baptist Street Culvert is currently being worked on. It started the week of 8-17-26. (Check with Ryan, Town Mgr., to ask about any others that need to be replaced.

Rich T. Some of the other culverts that have already been done because of the big flood were on Gilbert Road and South Hill Road.

Sam. L. Road materials used on the roads. ("a") Resilient infrastructure theme. Where are you as a town on this point?
Asset Inventory - - buildings, vehicles, et al - - replacement plan. Is there a list? Capital Plan - - is there one in your budget.

Susan L. There is a plan for the replacement of assets. We have a plan to replace the Town Garage; plans have been drawn up. Not sure where the Town stands on this to date. There are monies set aside yearly in the budget to handle replacement of vehicles also.

Sam L. That's good - - there are hopefully going to be Grants available in the future for some of the above. Should the Town Garage be added to the Town Plan?

Sam. L. Item #4 on the list. I am working on this. Handed out a map on Broadband Availability by 911 address. This is a State map for the 2024/2025 years. The circled area shows Williamstown. A lot of "underserved" in your area.

Susan L. We do have a new cell tower in Town - - it was in the works for well over a year but has within the last month or so, been up and running. This is on Allen Chouinard's property off Old Town Road. I can talk with Allen and get some more information on it.

Sam L. You might want to add this to your New Town Plan.

Rich T. Where are we on the "Fiber Optic"? (Not sure)

Sam L. Spoke on Energy & Resources Map - - we should have some of this information. Forest Blocks - - Natural Resources has this information. Wetlands could be part of an Action Plan.

Rich T. I would like to invite "Jen" from Fish & Wildlife to come talk with us. He has spoken to us before.

Sam L. Items #5 and #6 – are for the Oct. and Nov. meetings. That's all I have for tonight. Your next meeting is on Sept. 9th, so I will see you then.

Rich T. Thank you Sam. Let's pause for a moment so we call all review the Minutes.

Horace D. I'll make the Motion to approve the July 8th Minutes as written, 2nd by Dave. T. All approved/passed.

Rich T. I did go to a "peer to peer" meeting with Essex, they are doing a town plan also. Spoke on towns without zoning – 46% of the State has No Zoning. There is another meeting sometime in Sept. that I will attend.
Not much to report on CVRPC as they don't have a monthly meeting in August because of vacations. I dropped off a Draft Town Plan and Future Land Use Map to May at the Town Office over a week ago. Left a copy at the Library also. ((Susan – I haven't seen it but will check with her.)
Everyone can work on "Table 3" that Sam left. I can try and stop in and work on it with Ryan also.

Susan L Good idea as he hasn't been here that long to know about all this stuff from 2020.
I just wanted to mention that we received an Invoice from CVRPC for completing Tasks 3 & 6 in the amount of $2,450.00. It goes for a Warrant on Aug. 24th and the check should be mailed out on Aug. 26th. This is part of the Grant Match money and is to come out of our Previous Yr's Budget.

Rich T. Anything else? Nothing - - .

Horace D. Motion to adjourn made at 8:20 p.m. 2nd by Dave T. All approved.
Next Meeting – Sept. 9, 2026

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