

WATERBURY PLANNING COMMISSION
Approved Minutes

Monday, December 9, 2024

6:00 P.M.

Planning Commission: Martha Staskus, Kati Gallagher, Dana Allen, Billy Vigdor

Staff: Neal Leitner

Public in attendance: No public in attendance.

The meeting was called to order at 6:00 p.m. in the municipal offices at 28 N. Main Street.

AGENDA REVIEW AND MODIFICATIONS

No modifications were made to the agenda.

ANNOUNCEMENTS AND COMMENTS FROM THE GENERAL PUBLIC

No comments from the general public were made at this time.

APPROVAL OF MINUTES

Dana Allen motioned to approve as amended the minutes of November 12th and 25th.

The motion was seconded by Kati Gallagher.

Motion approved 4-0.

REVISE PROPOSED RFQ FOR TOWN PLAN UPDATE

The original RFQ for the Town Plan Update was received by the SE Group. The SE Group is interested in responding. They provided some feedback on the RFQ and requested some changes in the scope due to budgetary concerns. The PC discussed the changes and made edits to the RFQ. The primary changes made were to highlight the importance of the public outreach component and charrettes. Also, when the document is ready, the RFQ requests professional formatting of the Town Plan document. The revised RFQ will be re-issued.

The overall Town Plan Update timeline was reviewed and modifications to it were suggested. The State GEARS Platform has been undergoing technical updates, delaying the opening of the application process until 2025.

A deadline was discussed to conclude the Town Plan Update survey at the end of 2024.

8:00 p.m. Adjournment