

WATERBURY PLANNING COMMISSION MINUTES

Tuesday, December 22, 2025

In Attendance

Commissioners: Martha Staskus, Dana Allen, Billy Vigdor, Robbie Adler.

Public: No members of the public were in attendance.

Agenda review and possible modifications

The PC agreed to table the approval of the December 8, 2025 minutes until the next meeting. The PC agreed to discuss a letter of support seeking a \$50,000 grant from the Lake Champlain Basin Education and Outreach Plan Grant.

Announcements and General public comments

There were no public comments

Approval of Minutes

Tabled

Review of Letter of Support for the Lake Champlain Basin Education and Outreach Plan Grant.

Dana recused himself due to a potential financial benefit he could receive as a town contractor if the grant was received. The PC asked for the letter to be modified to include the amount of the grant and to note that the grant would be available starting in January 2027.

Robbie moved and Billy seconded a motion to approve the letter, as amended.

The motion passed 3-0, with one recusal.

Municipal Plan Update - Review of scheduling timeline for 2026 Review of revised Aspirations-Goals-Strategies (AGSs)

The PC agreed that the following ten chapters would be included in the Town Plan (in no particular order):

1. Transportation
2. Housing
3. Energy
4. Natural Resources
5. Land Use
6. Flood Resilience
7. Community Services (Community Services will include education, recreation, and demographics)
8. Local Economy
9. Historic and Cultural Resources
10. Municipal Services

The chapters will be reviewed in accordance with the following schedule:

January 12: Local Economy, Municipal Services

January 26: Transportation, Energy, Flood Resilience, Natural Resources

February 9: Housing, Community Services, Land Use, Cultural and Historic Resources

The PC decided on the following chapter review process.

The goal of each meeting is to complete a final draft of the chapters.

Each PC member will be responsible for preparing the introduction or planning context section of their assigned chapters. PC members agreed to review the videos of the Visioning Sessions prior to each meeting. Neal will be asked to distribute to the PC a link and password to the videos.

The PC will set up a folder for each chapter containing the relevant Visioning Session link and the supplemental material the public has submitted since the Visioning Sessions. The folder will also contain other data relevant to each chapter, e.g., the PC data created at the Assessment phase of the Town Planning process.

SE Group will be requested to upload a Google document with the original AGSs distributed to the public and a second Google document with a redline showing changes the SE Group has made to the original AGSs. SE Group will provide both documents one week prior to the relevant PC meeting.

SE Group will be requested to attend the January 12 meeting. The PC is not expecting SE Group to review the Visioning Sessions for this meeting. For the January 26 and February 19 meetings, SE Group will be requested to review the Visioning Session videos, the supplemental materials and other data at the SE Group's choosing, and update the AGSs for each chapter that reflects the public input received to date.

Adjournment – 8:30 pm