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COMMONWEALTH OF MASSACHUSETTS

Town of Southwick

454 COLLEGE HIGHWAY, SOUTHWICK, MA 01077

Community Preservation Committee

Telephone (413) 569-6056 - Fax (413) 569-5284

Town Website: www.southwickma.org

Minutes

October 27, 2021

7:00 PM Zoom Meeting (recorded)

ATTENDANCE: Jeanne Reed Vice Chair/Acting Chair
David Spina
John Whalley
Beth Thomas
Deborah Herath
Bryan Walker
Joanne Horacek
Susan Corey CPC Secretary

Absent: Historical Member and Conservation Commission Member

OTHERS IN ATTENDANCE:

Project petitioner, Jennifer Nolasco and a total of 8 members of the public.

7:00 PM Community Preservation Committee Meeting

REMOTE PARTICIPATION (14 persons)

Written Minutes

(*Not verbatim-comments can be heard on the studio tape www.southwick.org*)

- J. Reed opened the meeting at 7:00 PM.

Public Comment:

- M. Pratt spoke about the recent removal of C. Pratt as chairman of the CPC and explained her concerns and disagreement with the decision. She also explained his dedication to the committee and felt this was an unfair removal.

Old Business :

- Voting on the prior 3 meetings minutes from 2021.
- Mistakes were noted and minutes accepted with changes.

A **MOTION** to approve the February 2021, and 2 sets of March 2021 minutes, with edits was made by J Whalley seconded by D. Spina. The roll call vote - unanimous.

- J. Reed yes
- B. Thomas yes
- D. Spina yes
- D. Herath yes
- B. Walker yes
- J. Horacek yes
- J. Whalley
- S. Corey presented a summary of the updated CP-3 Fall 2021 Community Preservation Projects report as required by the state each September.
- J. Reed asked for discussion of appointing a new chairperson.
- B. Walker suggested they wait until the other commissions have met.
- J. Reed Waldron asked for any other old business, and then went on to new business.

New Business:

Application: Brass Rail ADA Compliance- Petitioner Jennifer Nolasco.

- J. Whalley had concerns that they did not have enough information and wished to see a drawing of the ramp.
- J. Nolasco agreed and stated she would include more detailed information as requested and suggested any members who would like to tour the site were invited to.
- B. Walker suggested they could bring this up at the next meeting after getting a change to review the new information.
- J. Nolasco said she would provide details and pictures.

The application was agreed to be revisited when additional details and pictures of the project were available..

No motion was made.

J. Reed Waldron suggested they review the need for a coordinator position to handle a large amount of paperwork and keep up with the demands and a paid employee should be considered.

- B. Walker asked how many hours they would work and the salary that would be needed.
- J. Whalley asked if the current unpaid consultant could look into that.
- B. Thomas asked who would keep track of that position.
- J. Reed suggested it be something they look into.
- J. Whalley suggested we look to see what other towns are doing.
- D. Clark said it could be modeled after the Conservation Commission Coordinator.
- C. Pratt said different towns are already doing it and it would help with the processing of applications.
- J. Whalley asked how they would determine compensation.
- C. Pratt explained there was an administration fund that could be used.
- J. Reed suggested they table this discussion and see where it might go.

- (The topic was changed)

J. Reed Waldron brought up streamlining of the CPC application process and web site to make it more user friendly. She stated that they could use the coalitions web site to help this streamlining process.

A MOTION was made by B. Walker to look into streamlining the process and B. Thomas second the motion.. The roll call vote-unanimous

B. Thomas yes

J. Reed yes

D. Spina yea

B. Walker yes

D. Herath yes

J. Horacek yes

J. Whalley yes

- J. Reed said she was looking into the paid position and would look up things she could bring to the next meeting. She was going to look at the State Coalition site to help with improvements.

more New Business

- J. Reed suggested they move forward with the meeting.
- B. Walker asked about the next meeting
- B. Thomas stated there seemed to be some conflicts with meeting schedules.
- D. Clark stated there were different meetings every day.
- J. Reed asked if there is a master calendar?
- B. Thomas asked about posting meetings.
- J. Whalley responded it was 3 days prior to a meeting.
- B. Walker suggested a meeting in 3 weeks.
- D. Herath suggested she could have a conflict with the Agricultural Committee.
- B. Thomas asked about November 10th.
- D. Spina suggested November 17th. Members discussed the dates.
- J. Reed decided on November 17th for the next meeting, and a verbal agreement was reached.

A MOTION was made by J. Whalley to adjourn and J. Horacek second the motion. The vote was unanimous.

The meeting ended at 7:56.

J. R yes

D. H yes

B. W. yes

D. S. yes

J. W. yes

B. T. yes

R. P. yes

D. S. yes

C. P. yes

Respectfully submitted,

Susan Corey
Secretary – CPC

Cassandra Bueh ✓ *yes v. stud*

Historical Member (absent)

[Signature]

John Whalley III

[Signature]

David Spina

Joanne Horacek

Bryan Walker

Bryan Walker

✓ *virtual yes*

Beth Thomas

✓ *virtual yes*

Deborah Herath

[Signature]

Conservation Commission Member (absent)

[Signature]

Jeanne Reed
Vice Chairperson/Acting Chair