



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

January 19, 2022

7:00 PM Zoom Meeting (recorded)

ATTENDANCE: Jeanne Reed Chairperson
David Spina
John Whalley (remote)
Beth Thomas
Deborah Herath (remote)
Bryan Walker (remote) Vice Chairperson
Joanne Horacek (remote)
David MacWilliam
Cassandra Bach absent
Susan Corey CPC Secretary

Two members of the public were present and 5 additional people were present on Zoom

Written Minutes

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

- J. Reed opened the meeting at 7:00 PM. using the Owl to host a hybrid meeting.

Public Comment:

- None.

Old Business :

- Request to review the minutes of the December 15th 2021 meeting.

MOTION to accept the minutes was made by D. MacWilliams and second by D. Spina vote unanimous

- Discussion about the *Brass Rail Project* stating they would wait to hear from the Historical Committee and it was continued to the February meeting.

A MOTION was made by B.Thomas and second by D. Spina to continue the consideration of the application after hearing from the Historical Committee. vote unanimous

- J. Reed asked for discussion of the job requirements for the CPC/Con Com position and requested comment or review of the job description draft.
- D. MacWilliams suggested that if the committee agreed it was a good job description it could be approved and posted.
- B Walker asked if it was a 32 hour job with benefits
- D. Mac Williams asked if D. Clark could speak to his recent discussion with the Town of Northampton regarding their combined position, and he did offer his comments.
- J. Reed asked if there was a job description, D. Clark answered he did not see one.
- B Walker suggested the town was responsible for the financial section of the job description.
- J. Reed inferred the current job is overwhelming for the current secretary and that funds would come out of the administrative fund.
- B. Walker again stated the town would still need to be incharge of the financial portion.
- D. Mac Williams stated if they wanted to pass it they could amend the job description and vote at the next meeting.
- B.Thomas asked about the 8 hours and if this would be sufficient.
- B. Walker again stated there was nothing about the financials.
- J. Reed said there should be a working knowledge of accounting and as per the “Boot Camp” the money would come from the general fund.
- J. Reed asked if the committee thought there should be any other duties added.
- D. Clark stated he thought it would be sufficient.
- D. Herath asked what if it was not enough.
- J. Reed stated that it could be revisited.
- B. Thomas stated it would be 416 hours a year.

A MOTION to accept the job description and begin the hiring process as it was made by D. Mac Williams and second by B. Walker. vote unanimous

J. Horacek yes
 D. Herath yes
 B. Walker yes
 J. Whalley yes
 J. Reed yes
 B. Thomas yes
 D. Spina yes
 D. MacWilliams yes
 C. Bach not present

- D Spina brought up a point of information regarding the CPC project assisting with the “Housing Section” of the “Towns Master Plan” in the amount of \$25,000.00.

He stated he had had a discussion with Marcus Phelps and was inquiring about the scope of the work that had been finalized.

New Business:

- J. Reed asked if there were any new projects S. Corey replied nothing so far in the mailbox.
- J. Reed went on to explain the CPC Coalition dues were once again up for renewal and the amount was \$1750.00

A MOTION was made by B. Thomas to pay the Coalition dues in the amount of \$1750.00 and second by D. Spina the vote was unanimous

- J Reed brought up the Town Annual Report and explained it would state what the CPC has done this year.
 Housing section of the Master Plan \$25,000.00
 Conservation for the North Pond Trails \$15,000.00.
 Southwick Police Dept Cupola repair \$5,000.00
 Right to Farm signage being
- B. Thomas asked if there could be a list generated to let the people know where their tax money is going. Like a “Thank you.”
- J. Reed again said the Annual Report should be submitted by February 1st.
- D. MacWilliams offered a suggestion to investigate the need and location of a “Dog Park,” in Southwick, the idea was well received.
- J. Reed also mentioned that another possible project would be to work with the Recreation Center to refit the tennis courts for pickleball.
- J. Reed also mentioned any new ideas could be submitted through email as well. She also stated that they should set the date for the next meeting.
- February 16th 2022 at 7:00PM was agreed upon
- B. Walker asked if we could get the information from the Historical Committee on the *Brass Rail Project* before that meeting.
- J. Reed said yes they should move on it in order to be able to get it on to the next town warrant.

A MOTION by D. Spina to have the next meeting February 16th, 2022 at 7:00PM was second by D. Herath. vote unanimous

A MOTION to adjourn was made by J. Whalley and seconded by D. MacWilliam. vote unanimous. Meeting ended shortly before 8:00 PM.

Respectfully submitted,

Susan Corey
Secretary – CPC

Cassaundra Bach - absent

Beth Thomas

John Whalley III - remote

Deborah Herath -remote

David Spina

David Mac Williams

Joanne Horacek - remote

Jeanne Reed - Chairperson

Bryan Walker - Vice Chairperson- remote

* absent or remote for above meeting attendance 1/19/22