



# *Town of Southwick*

## **Planning Board**

### MINUTES



**Tuesday, August 16, 2022**  
**7:00 PM (recorded)**  
**Town Hall Land Use Hearing Room**

#### **Written Minutes**

*(Not verbatim - comments can be heard on recordings available at [www.southwickma.org](http://www.southwickma.org))*

**MEMBERS IN ATTENDANCE:** Michael Doherty, Chair  
Marcus Phelps, Vice Chair  
David Sutton  
David Spina  
Jessica Thornton, Associate  
Jon Goddard, Town Planner  
Meghan Lightcap, Secretary

**ABSENT:** Richard Utzinger

**TOWN STAFF:** Jon Goddard, Town Planner  
Meghan Lightcap, Secretary

Also attending the meeting were approximately 3 members of the public and several people via Zoom.

The “hybrid” meeting of the Planning Board was scheduled for participation in-person and via Zoom to take place at the Town Hall Land Use Hearing Room and was called to order at 7:07 p.m. by Vice-Chairman Phelps. He stated that the meeting was being recorded and asked if anyone else was recording the meeting. Chairman Doherty joined the meeting and chaired the meeting after the Town Planners report at 7:17 p.m.

#### **TOWN PLANNER’S REPORT:** 7:00 p.m.

1. In regard to the Planning Board’s decision to impose security at Sunnyside Estates, we filed and signed a Certificate of Action with the Town Clerk. An appeal was filed.
2. 101 Point Grove Road has been issued several citations for boat slip rental. There is a show cause hearing date set for September.

3. Mr. Goddard participated in a discussion with Kearsarge Energy regarding the northerly solar development on Congamond Road project, where they are discussing purchasing the property and wanted to explore options to split off frontage lots or subdivision acreage.
4. Beatrice Siwek of Hillside Road spoke with Mr. Goddard about her Special Permit. Covid extensions are on her side and her permit extends through January 2024.
5. Mr. Goddard met with Paul Dellatorre regarding his existing permit for marijuana cultivation and processing at Hudson Drive. Mr. Dellatorre is inquiring about how he may need to transfer the Special Permit, should the business arrangement be reconfigured prior to State licensing.
6. Mr. Goddard met with Joe Mitchell from Eversource regarding potential “micro grid” solar array on the north side of Feeding Hills Road.

**PUBLIC COMMENTS: 7:05 p.m.**

No comments were submitted or presented to the Board.

**APPOINTMENTS:**

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7:10 p.m “Comprehensive Impact Statement” Handbook (a.k.a. “Comprehensive Impact Study” Handbook) under 185-9.7 *Major Development Review* bylaw

*Continued Public Hearing*

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Mr. Doherty read the comments he received back from Steve Savaria of Fuss & O’Neil who suggested adding language to the “Traffic” section and also to use another term for “failing intersections” as that term is not very precise. Mr. Doherty read comments sent back from Charlie Dunlap the Emergency Management liaison who asked to add Local Emergency Planning Committee to the Environmental Impacts section. He read Ken Comias email from the Pioneer Valley Planning Commission stating that he will ask if anyone in his office can add something to the handbook. Dave MacWilliams, Chairman of the Conservation Commission said, via email, that Mr. Brown was very impressed with the handbook. Mr. Doherty read DPW Director Randy Browns email and he asked for several additions to be made to different sections, which the Planning Board members discussed and implemented. Mr. Goddard said that he spoke with new Selectman Jason Perron and he said he appreciated being consulted on this early on. He added that he spoke with Alex White the Health Director and that he had nothing else to add to the handbook.

Mr. Phelps said he researched some traffic study reports and the term used is mean travel speed, instead of average and peak speeds. Diane Gale of 5 Point Grove Road asked the Board to consider the other financial impacts that she submitted to them and Mr. Doherty said yes they would.

Mr. Doherty took each of the comments that had been submitted to them with suggested changes, read them over with the Board members and meeting attendees and then typed in any

changes they agreed on into the document. Mr. Goddard said that he had recently received comments from Fire Chief Anderson who suggested having a timeframe added to the procedure of using this as some Boards and Committees don't meet that often and it could hinder an applicant's progress. Mr. Doherty said they would continue discussing this at another meeting as the time was getting late.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Sutton to continue the public hearing for the Comprehensive Impact Statement Handbook to September 6, 2022 at 7:10 p.m.

The motion passed unanimously.

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Stormwater Management Permit Application

7:30 p.m. 159 Berkshire Ave. (Residential 20 Zone)

*Continued Public Hearing*

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Mr. Goddard recommended they continue the hearing as one of the Board members was absent from the hearing (Mr. Utzinger) and did not want to make the number of eligible votes an issue for this long-continued item.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Sutton to continue the public hearing for 159 Berkshire Avenue to September 6, 2022 at 7:45 p.m.

The motion passed unanimously.

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Routine Business

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- 18 Hudson Drive Written Decision

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to grant a Special Permit and Site Plan Approval subject to the terms and conditions and findings stated in the written decision for 18 Hudson Drive.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to grant a Wellhead Protection District Special Permit subject to the terms and conditions and findings stated in the written decision for 18 Hudson Drive.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to grant a Stormwater Management Permit subject to the terms and conditions and findings stated in the written decision for 18 Hudson Drive.

The motion passed unanimously.

- 1 Whalley Way Written Decision

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Sutton to grant a Modified Special Permit and Site Plan Approval subject to the terms and conditions and findings in the written decision for 1 Whalley Way.

The motion passed unanimously.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Sutton to grant a Modified Wellhead Protection District Special Permit subject to the terms and conditions and findings in the written decision for 1 Whalley Way.

The motion passed unanimously.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Sutton to grant a Stormwater Management Permit subject to the terms and conditions and findings in the written decision for 1 Whalley Way.

The motion passed unanimously.

- Master Plan Advisory Committee Reappointment

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Sutton to appoint Marcus Phelps to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Sutton to appoint David Spina to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Sutton to appoint Doug Moglin as the Select Board Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Randy Brown as the designated DPW member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint David DeiDolori as the Parks & Recreation Commission Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Burt Hansen as the Agricultural Commission Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Dave MacWilliams as the Conservation Commission Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Norm Cheever as the Lakes Management Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Patrick Jubb as the School Committee Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Aleda DeMaria as the Finance Committee Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Amber Bach as the Economic Development Committee Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Scott Lamon as the Town Business Owner to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Dorrie Boyd as the Resident Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Roz Terry as the Resident Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Jessica Whitmore Parker as the Resident Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint David Massai as the Resident Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Maryssa Cook-Obregon as the Resident Member to the Master Plan Advisory Committee.

The motion passed unanimously.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Sutton to appoint Michael Doherty as the Planning Board Chair(ex officio) Member to the Master Plan Advisory Committee.

The motion passed unanimously.

- Short-Term Rental subcommittee Reappointment

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Richard Utzinger as the Planning Board Member for the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Doug Moglin as the Select Board Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Russ Anderson as the Fire Chief Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Randy Brown as the DPW Director Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Kyle Scott as the Building Inspector Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Alex White as the Board of Health Director Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Rhett Bannish as the Police Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Pat Odiorne as the Resident Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

A **MOTION** was made by Mr. Phelps and **SECONDED** by Mr. Spina to appoint Jacqueline Senz as the Resident Member of the Short-Term Rental Subcommittee.

The motion passed unanimously.

Being no further business to be brought before the board, a **MOTION** was made by Mr. Sutton and **SECONDED** by Mr. Spina to close the meeting at 9:54 p.m.

The motion passed unanimously.

*The Next Scheduled Meeting is September 6th, 2022.*

Respectfully submitted,

Meghan Lightcap  
Secretary Planning Board

*Electronic signatures have been affixed in accordance with M.G.L. c.110G and pursuant to the Board's electronic signature authorization vote of January 4, 2022 as recorded at the Hampden County Registry of Deeds in Book 24401, Page 596.*

Michael Doherty, Chair	<u>/s/ Michael Doherty</u>
Marcus Phelps, Vice Chair	<u>/s/ Marcus Phelps</u>
Richard Utzinger	<u>/s/ Richard Utzinger</u>
David Sutton	<u>/s/ David Sutton</u>
David Spina	<u>/s/ David Spina</u>
Jessica Thornton, Associate	<u>/s/ Jessica Thornton</u>