



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](http://www.southwickma.org)

### Minutes

**February 16th, 2022**

**7:00 PM Hybrid Meeting (recorded)**

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

Five members of the public were remote and 1 person present.

### Written Minutes

( *Not verbatim-comments can be heard on the studio tape [www.southwick.org](http://www.southwick.org)* )

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

### Old Business :

- Request to review the minutes of the January 17th 2021 meeting.
- Minutes accepted with the correction of Marcus Phelps name.

**MOTION** to accept amended minutes was made by D. MacWilliams and second by D. Spina  
voted- unanimous.

### Public Comment:

- Chris Pratt asked if he could respond at a later part of the meeting to the Open Meeting Complaint.

### **Old Business continued**

- J. Reed asked if there was any discussion about the *Brass Rail Project* stating she had not heard anything new from the Historical Committee and that they should move the discussion to the next meeting in March.
- J. Reed asked about the coordinator position and D. MacWilliams replied they did have several applicants.
- J. Reed asked the committee to review the revenue sheets.
- B. Thomas stated she had completed the “Boot Camp.” online.
- B. Thomas also stated there had been few projects from the Housing Committee and there were a lot of funds available.
- J. Reed stated Mr. Phelps was using funds to work on the Master Plan and some minor repairs, but no large projects had been presented.
- D. Mac Williams suggested they look at the Coalition Site to see if there were any ideas there.
- J. Reed suggested she could speak to the CPA and see what other towns might have done.
- D. Herath said there might also be leftover funds from the 250th Committee and maybe they could add something to a project they were thinking of doing with the funds.
- D. Spina responded the total available was a substantial amount.
- B. Thomas suggested they think of some projects and not wait for new applications.
- D. Herath suggested some revitalization projects could be considered.
- B. Thomas mentioned that possibly replacing trees removed at the Cemetery.

Moved on to New Business

### **New Business:**

- J. Reed asked if there were any new projects, S. Corey replied nothing had been submitted that week.
- D. Herath suggested that there might be more projects being considered now that the town’s new Master Plan was being made.
- J. Reed brought up the agenda item, the 61A property on Mort Vining Road and there was discussion about “First Right of Refusal.”
- D. Mac Williams discussed 61A and that other boards were looking at this land. It is 31 acres valued at \$450,000.00 near the Connecticut line and that the Conservation Commission had not yet voted on it and the CPC could possibly have the opportunity to secure it.
- B. Thomas asked about the 61A restrictions on this land.
- B. Walker replied it must stay in 61A, and that we only had a certain amount of time to decide because the time frame was to July 1st. 2022.
- C. Pratt responded it would have to go to town meeting for a vote.
- B. Thomas replied that they would then need to decide by April.
- D. Spina commented that there were several properties the Planning Board had been looking at. They discussed a North Loomis parcel as another location.

- D. Mac Williams stated the Conservation Commission would come back with a decision by their March 7th meeting.
- J. Reed said that piece could then be used for development and currently had houses and barns on it. She then said they could keep it for the next meeting once they had other committees feedback.

#### Agenda Item: Open Meeting Complaint

- J. Reed asked who was present that was on the committee back in April It was determined all except D. Mac Williams and C. Bach.
- J. Reed then asked C. Pratt to speak to the item.
- C. Pratt explained the complaint was in regards to the request from Selectman Russ Fox to have the committee reconsider the town hall's roofing proposal at their next meeting.  
He stated they should have held a meeting to discuss that one topic and determine if they would allow the proposal to be reconsidered and he should not have asked the committee by email and gathered their responses in respect to reconsidering the project.
- J. Reed stated they had 30 days to create meeting minutes to reflect the email and the committee's responses and that the minutes would need to be filed like a meeting took place. She then asked who there had responded to the email and J. Reed, D. Herath, B. Thomas, D. Spina responded they had. (not present were J. Whalley or J. Horachek) She then went on to explain for the sake of transparency because they were found in violation, and she was still learning the process's minutes would be submitted, she was asking for everyone who responded to C. Pratt's email.
- D. Mac Williams suggested now that there was open meeting training they should all be more aware. J. Reed agreed it was a learning curve.
- B. Thomas agreed and stated they were all there to do the right thing.
- C. Pratt responded he had hired an attorney that had put together the string of emails so they had it as public record and should have all the email already.
- J. Reed stated they would have regular formatted minutes with the information just discussed, to acknowledge they were in violation, that they met to discuss it and agreed to submit minutes.
- C. Pratt went on to say that even responding independently was in violation and not to do it in the future.
- B. Thomas asked if the copies from his attorney were publicly available.
- C. Pratt answered that the attorney had a letter and the email string.
- J. Reed asked all to forward their emails and that they would capture the discussion and present it at the next meeting as written minutes.
- J. Reed said we should have a meeting before the 30 days and a meeting for March 2nd, by Zoom, was agreed upon and that would be the only agenda item.
- The next regular monthly meeting was set for March 16th at 7:00 PM

#### More new Business

- D. Mac Williams brought up that there were CPC signs on projects in Westfield and he thought it would be a good idea if they put signs up letting the public know that they were CPC funded projects.
- B. Thomas asked for a list of the CPC projects and wondered if any of them warranted one of these types of signs.

- D. Mac Williams stated the signs said, “ Your CPA funds at work.”
- J. Reed said it would be nice to see signs at some of the recent projects like Whalley Park, the Playground, and at North Pond.
- B. Thomas asked if they could go back a few years to look at other projects.
- C. Pratt put in the remote chat that as residents, the committee could put forth projects too.
- S. Pooler shared photos off of the CPA state site of typical signs.
- Use of Administration funds were discussed for the funding of these signs.

A **MOTION** to adjourn was made by B Walker and seconded by D. Spina.  
Meeting ended at 8:16 and the vote was unanimous.

Respectfully submitted,

Susan Corey  
Secretary – CPC

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Cassandra Bach - absent

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Beth Thomas

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John Whalley III - absent

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Deborah Herath -remote

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David Spina

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David Mac Williams

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Joanne Horacek - absent

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Jeanne Reed - Chairperson

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Bryan Walker - Vice Chairperson