



Town of Southwick

Master Plan Advisory Committee



MINUTES

December 15, 2022, 7:00 p.m.

**Joint “Hybrid” Meeting of the Master Plan Advisory Committee and the Planning Board:
In-person at the Town Hall Auditorium, Southwick Town Hall, 454 College Highway,
Southwick, MA and also open for participation via Zoom (*Per the Chapter 20 Acts of 2021*)**

Written Minutes

(Not verbatim - comments can be heard on recordings available at www.southwickma.org)

MEMBERS IN ATTENDANCE:

PLANNING BOARD MEMBER & MPAC MEMBER Marcus Phelps
PLANNING BOARD MEMBER & MPAC MEMBER David Spina
SELECT BOARD MEMBER Doug Moglin
DPW MEMBER Randy Brown
PARKS & RECREATION COMMISSION MEMBER David DeiDolori
AGRICULTURAL COMMISSION MEMBER Burt Hansen
CONSERVATION COMMISSION MEMBER Dave MacWilliams
LAKES MANAGEMENT COMMITTEE MEMBER Norm Cheever
SCHOOL COMMITTEE MEMBER Patrick Jubb
FINANCE COMMITTEE MEMBER Aleda DeMaria
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
RESIDENT Dorrie Boyd
RESIDENT Jessica Whitmore Parker
RESIDENT Maryssa Cook-Obregón
STUDENT REPRESENTATIVE MEMBER Lucas Caron
STUDENT REPRESENTATIVE MEMBER Maria Michael

TOWN STAFF:

TOWN PLANNER Jon Goddard

ABSENT:

PLANNING BOARD CHAIR & MPAC MEMBER (*ex officio*) Michael Doherty
PLANNING BOARD MEMBER Richard Utzinger
PLANNING BOARD MEMBER David Sutton
PLANNING BOARD ASSOCIATE MEMBER Jessica Thornton
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Amber Bach
RESIDENT Roz Terry

RESIDENT David Massai
PLANNING BOARD SECRETARY Meghan Lightcap

Also attending the meeting were several people identified on Zoom.

The joint “hybrid” meeting of the Southwick Planning Board Master Plan Advisory Committee (hereinafter referred to as the MPAC) was scheduled to take place via Zoom and was called to order at 7:00 p.m. by Mr. Phelps. He stated that the meeting was being recorded, asked if anyone else was recording the meeting, and asked if all persons could hear via Zoom.

1. Roll call for attendance of Committee Members

Mr. Phelps noted that there was no quorum of the Planning Board at this meeting.

2. Public Comment and Dialogue

None

3. Old Business

- a. Analysis of Community Survey Free Hand Responses. Mr. Phelps said that committee member Norm Cheever had presented his analysis of the responses on the survey at the last meeting. Mr. Cheever then worked on an analysis of the 20 open ended questions and shared them with the group online. The group members discussed adding age groupings and demographics to this data. Ken Comia of the Pioneer Valley Planning Commission said that they can do this but it will take some time. Mr. Phelps asked the committee members to look at the questions and decide which ones they would like to see broken down even further.
- b. Focus Groups Membership and Scheduling. Mr. Phelps asked Mr. Goddard to put together names and positions that would fit under different focus groups. The groups were: transportation, public facilities, housing, economic development, cultural and historical, natural resources and open space and youth. Mr. Goddard read the list and the group discussed the potential names.
- c. Report on Community Visioning Sessions. Mr. Comia said that he shared a link with the summaries of each group and will let the MPAC know when it's ready to be posted for the public.

4. New Business

- a. Review Master Plan Phase 2 Tasks. Mr. Phelps said the Town has received a \$50,000 grant from the Commonwealth of Massachusetts. He shared a draft showing the next set of tasks to work on and the group discussed them.

A **MOTION** was made by Mr. MacWilliams and **SECONDED** by Mr. Moglin to endorse the Phase 2 work plans.

The motion passed by majority vote.

- b. Summary of Statements from Community Survey & Visioning. Mr. Phelps read his personal statement on items that stood out as important in the survey. He said respondents want to sustain Southwick's rural and historical character, encourage single family housing and business development and they strongly support agricultural use. The committee members discussed these items and agreed that they need to continue researching these topics in greater detail.

5. Routine Business

- a. Committee Member Comments. Mr. Phelps discussed member participation and suggested replacing a member who has not been present for the last 12 meetings. He said Wendy Birchall would be interested in replacing David Massai and the members discussed what to do. Cori Rolland was also suggested as a replacement.

A **MOTION** was made by Mr. Cheever and **SECONDED** by Mr. DeiDolori to replace David Massai as a Resident Member of the Master Plan Advisory Committee.

The motion passed by majority vote.

*Being no further business to be brought before the committee, A **MOTION** was made by Mr. Moglin and **SECONDED** by Mr. MacWilliams to close the meeting at 8:51 p.m. The motion passed unanimously.*

The Next Scheduled Meeting is January 5, 2023.

Respectfully submitted,

Meghan Lightcap
Planning Board Administrative Assistant

Marcus Phelps

Jessica Whitmore Parker

David Spina

Doug Moglin

Randy Brown

David DeiDolori

Burt Hansen

Dave MacWilliams

Norm Cheever

Patrick Jubb

Aleda DeMaria

Amber Bach

Scott Lamon

Dorrie Boyd

Roz Terry

David Massai

Maryssa Cook-Obregon

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