



Town of Southwick

Master Plan Advisory Committee



MINUTES

March 2, 2023, 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
PARKS & RECREATION COMMISSION MEMBER David DeiDolori
AGRICULTURAL COMMISSION MEMBER Burt Hansen
CONSERVATION COMMISSION MEMBER Dave MacWilliams
SCHOOL COMMITTEE MEMBER Patrick Jubb
FINANCE COMMITTEE MEMBER Aleda DeMaria
LAKES MANAGEMENT COMMITTEE MEMBER Norm Cheever
STUDENT REPRESENTATIVE MEMBER Lucas Caron
RESIDENT Dorrie Boyd
RESIDENT Roz Terry
RESIDENT Jessica Whitmore Parker
RESIDENT Cori Rolland
RESIDENT Maryssa Cook-Obregon

TOWN STAFF:

TOWN PLANNER Jon Goddard

ABSENT:

OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
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
DPW MEMBER Randy Brown
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Michael McMahon
STUDENT REPRESENTATIVE MEMBER Maria Michael
PLANNING BOARD SECRETARY Meghan Lightcap

Also attending the meeting were several people identified on Zoom.

The joint “hybrid” meeting of the Southwick Planning Board and 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 people 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. Update on Future Focus Groups Meetings – Town Planner Jon Goddard said that there will be two in the coming weeks; a *Student Engagement Session* at the Regional school on March 15th and the *Housing Focus Group* on March 9th.

Ken Comia of the Pioneer Valley Planning Commission said that during the Housing Focus group meeting, he will be giving a small presentation for the Housing Production Plan.

- b. Application Submission for District Local Technical Assistance– Mr. Goddard said he submitted the application and had not yet received word back.

4. New Business

- a. Report on Natural Resource and Open Space Focus Group – Mr. Phelps said there was a focus group held on February 23rd. Dave MacWilliams, Maryssa Cook-Obregon, Burt Hansen and David DeiDolori attended the focus group. Mr. MacWilliams said there was a lot of discussion and there was a lot of consensus as to what the community survey said. Mr. Hansen said there was talk of the Open Space generating income and this seems to come up often. Mr. Comia said a lot of the various elements overlap specifically Open Space and how to balance the Economic Development questions on open space and

recreation space. He said that they are confirming the information received from the focus groups and community survey.

- b. Comments on Draft Technical Reports – Mr. Phelps asked if the committee members had any comments and said he has looked at the Open Space and Natural Resources technical paper and he has comments that he will send to the group. Ms. Cook-Obregón asked who reviews the collected data on the Google drive that the committee members can access, review and add tracked changes to and how does it get collated for the chapters. Mr. Comia said they could schedule a time to address the comments at an upcoming meeting but that everything was screened and inputted as the changes occurred. Mr. Phelps said they could allocate time to go over this at the second meeting in April.

5. Routine Business

- a. Approval of February 2 and 16, 2023 meeting minutes.

A **MOTION** was made by Mr. Moglin and **SECONDED** by Mrs. Terry to approve the meeting minutes of February 2, 2023.

The motion passed by majority vote.

A **MOTION** was made by Mr. Moglin and **SECONDED** by Mr. Spina to approve the meeting minutes of February 16, 2023.

The motion passed by majority vote.

- b. Committee Member Comments. Mr. Cheever shared the community survey document he has been working on for the members to see. Mr. Moglin said he is impressed with the amount of engagement from the town, as well as the support from other Boards and Commissions. He said the whole process has been enlightening on the committee and in the town. Mr. Phelps said that Michael McMahon has been appointed by the Planning Board and Economic Development Committee to become a member of the Master Plan Advisory Committee. He also said he invited the Planning Board to come to a meeting on May 4th for a briefing on the Master Plan because it will be up to them to review the finished Master Plan draft and vote on it.

*Being no further business to be brought before the committee, A **MOTION** was made by Mr. Moglin and **SECONDED** by Mr. Deidolori to close the meeting at 7:45 p.m. The motion passed unanimously.*

The Next Scheduled Meeting is March 16, 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

Michael McMahon

Scott Lamon

Dorrie Boyd

Roz Terry

Cori Rolland

Maryssa Cook-Obregon

Lucas Caron

Maria Michael