



Town of Southwick

Master Plan Advisory Committee



MINUTES

April 6, 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
DPW MEMBER Randy Brown
AGRICULTURAL COMMISSION MEMBER Burt Hansen
CONSERVATION COMMISSION MEMBER Dave MacWilliams
LAKES MANAGEMENT COMMITTEE MEMBER Norm Cheever
SCHOOL COMMITTEE MEMBER Patrick Jubb
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
RESIDENT Dorrie Boyd
RESIDENT Jessica Whitmore Parker
RESIDENT Cori Rolland
RESIDENT Maryssa Cook-Obregón

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
PARKS & RECREATION COMMISSION MEMBER David DeiDolori
FINANCE COMMITTEE MEMBER Aleda DeMaria
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Michael McMahon
RESIDENT Roz Terry
STUDENT REPRESENTATIVE MEMBER Lucas Caron

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. Review of Comments on Draft Technical Reports– Ken Comia of the Pioneer Valley Planning Commission (PVPC) said they have consistently received comments up until the day of the meeting. He said the content writers found a connection through the survey conversations and focus groups and they will bring that information to the next meeting as well as the recommendations and strategies. Mr. Comia said he would put this collected information into Google Drive for the members to have access to it. Cori Rolland said that, usually in strategies, one of the best formats is to have a good summary and show the work you’ve done to create the strategies, with all of the supporting material at the end. Marissa Cook-Obregón said she has reviewed a few other town master plans and they echo the same style that Ms. Rolland suggested, and she recommends implementing this style.

4. New Business

- a. Report on Sustainability, Resilience Focus Group – Mr. Phelps said there was a good discussion about trying to deal with some changes in the environment and global warming. Mr. Brown said they talked about the impacts due to climate change and the effects of the environment. Ms. Cook-Obregón said her biggest takeaway was how impressive our infrastructure system is if we need to follow emergency planning. Mr. MacWilliams said there were conversations about alternative energy sources for the town and town buildings such as solar and wind.
- b. Planning for Community outreach and Workshop- Mr. Phelps said the PVPC will do a presentation on their findings for the Planning Board on May 4. After that, they will engage the community again in a workshop. Mr. Comia said this workshop will look at strategies that have been identified and ask if this makes sense for the town as well as identify priorities and anything that

risers to the top. Ms. Rolland asked if they could change the demographics, date and time of the meeting in an effort to reach a broader audience and Mr. Comia said yes that was possible. Ms. Cook-Obregon said they should include the high school students as well and Mr. Jubb said he would talk to the Superintendent about having a school assembly.

5. Routine Business

- a. Approval of March 2 & 16, 2023, meeting minutes.

A **MOTION** was made by Mr. Moglin and **SECONDED** by Mr. Spina to approve the meeting minutes of March 2, 2023. The motion passed by majority vote.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. MacWilliams to approve the meeting minutes of March 16, 2023, with one correction. The motion passed by majority vote.

- b. Committee Member Comments. Mr. Moglin said he will send information to the members on green communities. He also said that Mr. Phelps is leaving the Planning Board at the end of his term in May, and he suggests that this Board ask the Planning Board to allow a way for Mr. Phelps to continue his work with the Master Plan Committee. Mr. Phelps said that this has been brought up with the Planning Board and they are aware of it. Mr. Lamon asked when they would have the finished product and Mr. Comia said this phase is to end June 30th but they will look toward any additional grant funding. He said it depends on how the committee wants to move forward with the last parts of engagement. Mr. Comia said it does not need to be approved at the Town Meeting just by the Planning Board.

A **MOTION** was made by Mr. Moglin and **SECONDED** by Mr. MacWilliams to suggest that the Planning Board continue Mr. Phelps appointment to 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 8:24 p.m. The motion passed unanimously.*

The Next Scheduled Meeting is April 20, 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