



Town of Southwick

Master Plan Advisory Committee & Planning Board



MINUTES

May 4, 2023, 7:00 p.m.

**Joint “Hybrid” Meeting of the Master Plan Advisory Committee and the Planning Board:
In-person at the 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
PARKS & RECREATION COMMISSION MEMBER David DeiDolori
SCHOOL COMMITTEE MEMBER Patrick Jubb
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Michael McMahon
RESIDENT Dorrie Boyd
RESIDENT Jessica Whitmore Parker
RESIDENT Maryssa Cook-Obregón
PLANNING BOARD CHAIR & MPAC MEMBER (*ex officio*) Michael Doherty
PLANNING BOARD ASSOCIATE MEMBER Jessica Thornton

TOWN STAFF:

TOWN PLANNER Jon Goddard

ABSENT:

PLANNING BOARD MEMBER Richard Utzinger
PLANNING BOARD MEMBER David Sutton
PLANNING BOARD SECRETARY Meghan Lightcap
FINANCE COMMITTEE MEMBER Aleda DeMaria
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
RESIDENT Roz Terry

RESIDENT Cori Rolland
STUDENT REPRESENTATIVE MEMBER Lucas Caron
STUDENT REPRESENTATIVE MEMBER Maria Michael

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 everyone could hear via Zoom.

1. Roll call for attendance of Committee Members

Mr. Phelps noted that there was a quorum of the Planning Board as well as the Master Plan Advisory Committee.

2. Public Comment and Dialogue

None

3. Southwick 2040 Master Plan Briefing

Ken Comia of the Pioneer Valley Planning Commission gave a presentation to the Planning Board Members to discuss where the committee is currently at in the process. He described what a Master Plan is, what it is meant to do, and the important components of the document. Mr. Comia gave an outlook on the population of residents, their age, the type of homes they owned, and their median income.

Mr. Comia read the vision statement that the committee created: “Southwick's distinctive Massachusetts location crossing the Connecticut Border makes us a desirable Southern New England community. Residents and visitors of all ages enjoy natural resources, including lakes and fertile farmland uniquely balanced with modern services and a vibrant social atmosphere. We welcome small to mid-sized businesses from services, light manufacturing, and agriculture to technology and innovative start-ups and help them thrive, adapt, and grow while enhancing our community. “

Mr. Comia read the “Themes” that the committee created and the “Issues and Opportunities” they identified. He then gave a sampling of various draft actions his team gave them to explore. Mrs. Thornton said she attended a Citizens Planner Training Collaborative Workshop last month and would be sharing a presentation document with the committee on how to take the information gathered and put it into a workable document.

4. Old Business

- a. Master Plan Information Table at Town, Meeting-The committee members spoke about specific details for setting up the table and what members would be attending.
- b. Update/Discussion Regarding Previous Actions/Recommendations- Mr. Comia said there were additional comments sent to him to add to the document and some comments to delete from it. The committee decided to continue working on this document and try to have it ready for the next meeting. Resident Linda Schomer of 22 Wynnfield Circle asked if Pioneer Valley Planning Commission has a library of resources that give you an idea of what to do or not to do in communities. Mr. Phelps said they do offer access to other town Master Plans, such as Blandford, Easthampton, and East Longmeadow that are available for review.

5. New Business

- a. Planning for “Did We Hear You” Workshop- Mr. Phelps said it would take place June 1 from 6-8 pm in the town hall auditorium. Mr. Comia said they would have a small presentation and then go through the exercises in small break-out groups.

6. Routine Business

- a. Approval of April 20, 2023, meeting minutes.

A **MOTION** was made by Mr. Hansen and **SECONDED** by Mr. Moglin to approve the meeting minutes of April 20, 2023—the motion passed by a majority vote.

- b. Committee Member Comments. Mr. Phelps said the Westfield Master Plan public meeting would take place May 11 at 6:30 pm at the Westfield High School and encouraged members to go. Ms. Boyd said there is an upcoming half day at the schools on May 26 in the event that they wanted to organize something to try to meet with the school-age kids. Mr. Phelps said they would discuss that at the next meeting.

*Being no further business to be brought before the committee, A **MOTION** was made by Mr. Cheever and **SECONDED** by Mr. Moglin to close the meeting at 8:37 p.m. The motion passed unanimously.*

The Next Scheduled Meeting is May 18, 2023.

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

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