



# *Town of Southwick* Master Plan Advisory Committee



## MINUTES

**June 1, 2023, 6:00 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](http://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  
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Michael McMahon  
STUDENT REPRESENTATIVE MEMBER Lucas Caron  
RESIDENT Dorrie Boyd  
RESIDENT Maryssa Cook-Obregón  
RESIDENT Cori Rolland  
RESIDENT Roz Terry

### 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  
PLANNING BOARD SECRETARY Meghan Lightcap  
PARKS & RECREATION COMMISSION MEMBER David DeiDolori  
SCHOOL COMMITTEE MEMBER Patrick Jubb  
FINANCE COMMITTEE MEMBER Aleda DeMaria  
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping  
RESIDENT Jessica Whitmore Parker  
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 6:00 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 no quorum of the Planning Board.

2. Public Comment and Dialogue

3. “Did We Hear You?” Workshop

Mr. Phelps stated that the primary purpose of this meeting was to speak with the public about the information the committee has gathered over the last year and half through surveys, listening sessions and focus groups. He introduced Ken Comia of the Pioneer Valley Planning Commission who has helped facilitate the planning process of writing the master plan.

Mr. Comia thanked all of the participants of the meeting for joining. He explained what a master plan is and what it does, the process of writing it and then implementation. Mr. Comia broke down some statistical information about residents and businesses in town which will be an integral part of the data included in the Master Plan. He read the *Vision Statement* and *Themes* the committee members had created as well as the *Issues and Opportunities* they identified.

Mr. Comia set up an exercise for the people that attended the meeting to share their ideas and tell us “What did we miss?” The in person workshop attendees discussed their ideas and Mr. Goddard conducted the exercise via Zoom and reviewed and prioritized draft recommendations with the online attendees. When they were finished with the workshop they discussed some of the higher priority objectives together.

4. Old Business

- a. Review of Master Plan Draft Chapters- Mr. Phelps said that at the last meeting the committee agreed to break up into teams to look at various chapters. This will happen at the June 15 meeting.

5. New Business

- a. Proposed Workshop for June 17, 2023- After discussion the committee agreed to move forward with the workshop to try to involve more people on a Saturday at the Brass Rail Restaurant from 5-7 pm.

6. Routine Business

- a. Approval of May 18, 2023, meeting minutes.

A **MOTION** was made by Mr. MacWilliams and **SECONDED** by Ms. Boyd to approve the meeting minutes of May 18, 2023. The motion passed by a majority vote.

- b. Committee Member Comments- Mr. Phelps thanked the Boyd family, David Spina and Dave MacWilliams for marching in the Memorial Day parade.

*Being no further business to be brought before the committee, A **MOTION** was made by Mrs. Terry and **SECONDED** by Ms. Rolland to close the meeting at 8:06 p.m. The motion passed unanimously.*

*The Next Scheduled Meeting is June 15, 2023.*

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Marcus Phelps

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Jessica Whitmore Parker

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David Spina

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Doug Moglin

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Randy Brown

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David DeiDolori

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