



Town of Southwick

Master Plan Advisory Committee



MINUTES

October 6, 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
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
SCHOOL COMMITTEE MEMBER Patrick Jubb
RESIDENT Jessica Whitmore Parker
RESIDENT Dorrie Boyd
RESIDENT Maryssa Cook-Obregón
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
FINANCE COMMITTEE MEMBER Aleda DeMaria
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Amber Bach
RESIDENT David Massai
RESIDENT Roz Terry

STUDENT REPRESENTATIVE MEMBER Lucas Caron
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. Organization of October Community Visioning Sessions. Mr. Phelps handed out a hard copy to committee members summarizing assignments for the members for the October 13th and 15th sessions. The committee discussed the meetings including their roles, the food being served and how the sessions would take place. The group agreed to post the meeting as an agenda because they would have a quorum of members at the sessions. At the time of the meeting there were about 25 members of the public that had reserved a spot online that they would be attending the sessions in person.
- b. Continuation of Public Outreach. The committee discussed moving the signs they had placed around town. They also discussed a press release and Mr. Jubb said he would contact the schools about a Facebook post.

4. New Business

- a. Analysis of Community Survey Responses. Mr. Comia said he is still working on summarizing the free responses in the survey as there are so many different responses. He asked the committee how they would like that to look. Mr. Cheever handed out his document on data packaging, shared it on his screen and then read it. The group discussed whether they should use this data format or not. Mr. Phelps recommended putting a small team together from the committee to look into this method of distilling meaningful information from free-form answers.
- b. Selection and Scheduling of Focus Groups. Mr. Comia shared his screen showing a document of focus groups that paired like ones together; transportation and public services, housing and economic development, etc.

5. Routine Business

- a. Signing of August 4 & 18, 2022 minutes.
- b. Committee Member Comments.

*Being no further business to be brought before the committee, A **MOTION** was made by Mr. DeiDolori and **SECONDED** by Mr. MacWilliams to close the meeting at 8:54 p.m. The motion passed unanimously.*

The Next Scheduled Meeting is November 17, 2022.

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

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