



Town of Southwick

Master Plan Advisory Committee



MINUTES

February 3, 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
LAKES MANAGEMENT COMMITTEE MEMBER Norm Cheever
FINANCE COMMITTEE MEMBER Aleda DeMaria
SCHOOL COMMITTEE MEMBER Patrick Jubb
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
RESIDENT Dorrie Boyd
RESIDENT Jessica Whitmore Parker
RESIDENT Maryssa Cook-Obregón
RESIDENT David Massai
STUDENT REPRESENTATIVE MEMBER Maria Michael
STUDENT REPRESENTATIVE MEMBER Lucas Caron

TOWN STAFF:

TOWN PLANNER Jon Goddard
PLANNING BOARD SECRETARY Meghan Lightcap

ABSENT:

PLANNING BOARD CHAIR & MPAC MEMBER (*ex officio*) Michael Doherty
PLANNING BOARD MEMBER Richard Utzinger
PLANNING BOARD ASSOCIATE MEMBER Jessica Thornton

PLANNING BOARD MEMBER David Sutton
AGRICULTURAL COMMISSION MEMBER Burt Hansen
ECONOMIC DEVELOPMENT COMMITTEE MEMBER Amber Bach
CONSERVATION COMMISSION MEMBER Dave MacWilliams
RESIDENT Roz Terry

Also attending the meeting were 6 members of the public and 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 in-person at the Town Hall Auditorium 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 Comments and Dialogue

3. Old Business

- a. Final Scope of Services with Pioneer Valley Planning Commission. Dates and amounts were adjusted on tasks #1 and #2. The Community Survey 3-6/2022 dollar amounts were split between Master Plan and Housing. They increased workshops to 2. The Housing Plan 4-12/2022 funds come out of Housing. Task #5 goals and objectives, implementation hours were taken out and shifted. Mr. Lamon asked if this could extend this past June 2023 and seek additional funds.
- b. Review Contract for Pioneer Valley Planning Commission Services. They added maps under item #10. Mr. Spina asked to add editable documents instead of PDF format.

A **MOTION** was made by Mr. Spina and **SECONDED** by Mr. Cheever to accept the agreement and scope of services to be forwarded to the Select Board for their approval and signature with the additional item under section 10.

The motion passed by majority vote.

4. New Business

- a. Imagine Southwick 2040-Project Presentation. Cori Rolland of 7 Liberty Lane presented her project to the committee. This includes a student assignment that impacts marketing and changing perspectives on the timeframe. She said

to imagine Southwick 20 years from now and explained a proposed student assignment to prepare for survey and visioning. Ms. Rolland explained the scenario work is PESTLE; Place, Economy, Social, Technology, Land Use and Environment and she then went into great detail explaining this. Ms. Cook-Obregon asked if this would clarify whether trends were worth following and Ms. Rolland said it explains how fast and the potential impact. Mr. Phelps asked the students if they were interested in this and they said yes.

- b. Review Blandford Community Survey Questions. Mr. Goddard suggested setting up an online poll for the subcommittee members to identify questions for the community survey.
- c. Review FY23 Budget request. Mr. Goddard shared the screen and Mr. Phelps went over the budget. Mr. Spina suggested removing \$10,000 for review bylaws/regulations because boards and committees individually will need to pay for some of these.

5. Routine Business

- a. Approval of January 20,2022 Minutes

A **MOTION** was made by Mr. Cheever and **SECONDED** by Mr. Brown to approve the Meeting Minutes of January 20, 2022.

The motion passed by majority vote.

- b. Signing of November 18, 2021 and December 16, 2021 Minutes.
- c. Committee Member Comments. Ms. Cook-Obregón said she met with Deb Herath and she gave her an overview of marketing and outreach and how to inform people. She asked the committee how they felt about a Facebook page as a means to reach residents. Mr. Phelps reminded her that we do have a Town webpage and Mr. Cheever asked if we could get analytical data as to who uses the website and Mr. Phelps said they would look into it. Mr. Phelps recommended having a table at the annual town meeting. Resident Sage Feury of 91 Granville Road asked for a survey to plan an event to get interest.

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

The Next Scheduled Meeting is March 3rd, 2022.

Respectfully submitted,

Meghan Lightcap
Planning Board Administrative Assistant

Marcus Phelps

Jessica Whitmore Parker

Dorrie Boyd

Randy Brown

Norm Cheever

Maryssa Cook- Obregon

David DeiDolori

Patrick Jubb

Scott Lamon

David Massai

Doug Moglin

David Spina