



Town of Southwick

Master Plan Advisory Committee



MINUTES

September 21, 2023, 7:00 p.m.

“Hybrid” Meeting of the Master Plan Advisory Committee: 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:

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
LAKES MANAGEMENT COMMITTEE MEMBER Norm Cheever
RESIDENT Dorrie Boyd
RESIDENT Roz Terry
RESIDENT Jessica Whitmore Parker
RESIDENT Cori Rolland
RESIDENT Maryssa Cook-Obregón
RESIDENT Dave MacWilliams

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
FINANCE COMMITTEE MEMBER Aleda DeMaria
OWNER OF TOWN BUSINESS Scott Lamon, Tynic Landscaping
RESIDENT Patrick Jubb

STUDENT REPRESENTATIVE MEMBER Lucas Caron
STUDENT REPRESENTATIVE MEMBER Maria Michael

Also attending the meeting were people identified on Zoom.

The “hybrid” meeting of the Southwick 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 no quorum of the Planning Board.

2. Public Comment and Dialogue

None

3. Old Business

- a. Review Draft Master Plan - Ken Comia of the Pioneer Valley Planning Commission said there have been some personnel issues at his company so he has been preparing the plan himself and has finished 6 chapters. He shared the chapters onscreen with the members and discussed each page. Members provided some feedback on the format and text. Mr. Comia said the final product will be available by the end of the week for the members to see.
- b. Discuss Implementation Committee Membership – Mr. Phelps discussed the various committee and board representation with the members; Two residents, Planning Board, Public Works, Select Board, Finance Committee, Conservation Commission, Agricultural Commission and Economic Development Commission. The committee also discussed appointing Associate members as well. Finally it was suggested to have a five member committee with Planning Board, Select Board and three residents on it.

4. New Business

- a. Discuss Master Plan Presentation to Planning Board – Mr. Comia showed the committee some slides he plans to use at the October 5 meeting. The outline stated what a master plan is and why they chose the year 2040. It also explained what has been done so far, PESTLE and the community engagement. The Committee provided feedback and suggested changes. He then showed each of the elements and summarized the takeaways from the survey and action strategies. Lastly they discussed what role the Planning Board will take with this finished plan. An electronic copy of the final draft will be sent to the Planning Board prior to the October 5 meeting.

5. Routine Business

- a. Approval of September 7, 2023, meeting minutes. Deferred to the next meeting
- b. Committee Member Comments- Mr. Phelps said they would get the Housing Production Plan to the members by the end of October for them to provide feedback before it goes to the Planning Board and Select Board. Mr. Hansen said he is concerned about the community engagement and how the plan gets rolled out. Mr. Phelps suggested a press release and Mrs. Terry suggested an announcement at the Annual Town Meeting. Mr. Moglin stated that Annual meeting runs very late and it may be better to present this at some community events that happen sooner in the year. Ms. Gale suggested a 2040 holiday tree at the upcoming Winter Forest and Craft Fair.

*Being no further business to be brought before the committee, A **MOTION** was made by Mrs. Terry and **SECONDED** by Mr. Moglin to close the meeting at 8:46 p.m. The motion passed unanimously.*

The Next Scheduled Meeting is October 5, 2023.

Marcus Phelps

Jessica Whitmore Parker

David Spina

Doug Moglin

Randy Brown

David DeiDolori

Burt Hansen

Dave MacWilliams

Norm Cheever

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