



# TOWN OF PALMER

## Open Space Advisory Committee

### Meeting Minutes

Wednesday, December 1, 2021 at 3:00 PM

LOCATION: VIRTUAL VIA ZOOM

Donald Blais, Jr.  
David Cotter  
Nick Zeo  
Kathy Burns  
Jessica Sizer  
Michael Swiatlowski  
Howard Fife  
Amber Kumpulanian  
Kelly Bergeron  
Lynn Greany

Contact: Sarah Fortune  
Email:

[sfortune@townofpalmer.com](mailto:sfortune@townofpalmer.com)

**Members Present:** Donald Blais, Jr.  
Dave Cotter  
Nicholas Zeo  
Mike Swiatlowski  
Kathy Burns  
Amber Kumpulanian

**Members Absent:** Jessica Sizer  
Kelly Bergeron  
Lynn Greany  
Howard Fife

**Also Present:** Sarah Fortune, Interim Conservation Agent

1. **Call to Order:** 3:11 PM – Donald Blais, Jr. (Chair)

- a. **Roll call attendance:**
- i. **Donald Blais, Jr. – present**
  - ii. **Nicholas Zeo – present**
  - iii. **Howard Fife – absent**
  - iv. **Amber Kumpulanian – present**
  - v. **Mike Swiatlowski – present**
  - vi. **Kelly Bergeron – absent**
  - vii. **Dave Cotter – present**
  - viii. **Jessica Sizer – absent**
  - ix. **Lynn Greany – absent**
  - x. **Kathy Burns – present**

2. **Review Mail/Phone Messages**

There was no mail or phone messages to review at this time.

3. **New/Old Business**

- a. **Review & Comment on Action Plan Map**

The Committee reviewed the 7-Year Action Plan Map developed by the Pioneer Valley Planning Commission using feedback from the Public Visioning Session that occurred on 9/28/2021 from 6:30 to 8:00 PM.

Mike Swiatlowski commented that the Mass Central Rail Trail should be added to the map, similarly to how the Grand Trunk Trail is depicted, and that the label for the MCRT should be moved as it is currently pointing to the Grant Trunk Trail and not the MCRT. Mike also suggested that the labels for ‘Upgrades at Old Mill Pond School’ and ‘Upgrades at Duke Field’ could be combined into 1 label that states ‘Upgrades at Palmer Public School Campus’. He added that labels for Laviollette Field and Legion Field should be added to the map given their open space and recreational significance. Finally, Mike suggested that a label for the Chicopee River be added to the map for consistency because the other rivers (Swift, Ware, Quaboag) are labeled.

Amber Kumpulanian commented that ‘Three Rivers Park’ is actually named Hyrneweicz Park, and suggested that the label be changed to eliminate any confusion. She added that the names of all parks and playgrounds on the map should be changed for consistency; for example, Thorndike Playground should be renamed to ‘Diamond Playground’.

The Agent shared additional comments with the Committee, particularly referring to typos in two (2) of the map labels; there is a typo in the label for ‘Management Agreement [&] Parking Pass System at Forest Lake Beach’, for ‘Re-blaze, Expand, & Formalize Trail [N]etwork at Midura Conservation Area’, and for ‘Community Center [at] Converse Middle School’.

The Agent will provide these comments on the 7-Year Action Plan Map to PVPC to be incorporated as revisions, and will share the revised map with the Committee when it becomes available.

b. Discuss final components of plan acceptance and approval process

The Committee reviewed the final components of the plan acceptance and approval process, which begins with the acceptance of the final draft plan by the Committee. The plan is then submitted to the Department of Conservation Services for review and comment in which the plan will receive conditional approval and the Committee will be provided with information on any required revisions identified by DCS. At this time the plan will be submitted to the Town Council, the Conservation Commission, the Planning Board, and the Pioneer Valley Planning Commission in order to obtain letters of support. After revising the plan per DCS comments and obtaining letters of support, the final plan will be re-submitted to DCS for final approval. Upon receipt of the final approved plan from DCS, the Town Council will adopt the plan.

The Committee discussed the details of the public comment period, which will occur after the final draft plan has been compiled in early 2022. The Committee intends to advertise the public comment period through local media outlets such as M-PACT TV, the Journal Register, and the Senior Center. All public comments received on the draft plan will be incorporated into the final plan submitted to the Division of Conservation Services (DCS) in early 2022. The Committee also wants to do a public presentation of the plan, and will continue to coordinate this with respect to the COVID-19 pandemic.

**4. Approval of Minutes**

a. 11/10/2021

**Motion made by Dave Cotter to approve the minutes from 11/10/2021 as written**

**Motion was seconded by Nick Zeo**

**No further discussion**

**Role call vote: Donald Blais, Jr. – aye; Mike Swiatlowski – aye; Nick Zeo – aye; Dave Cotter –aye; Amber Kumpulanian – aye; Kathy Burns - aye**

**Motion Caries 6-0-0**

**5. Set Next Meeting Date**

- a. The next meeting of the Open Space Advisory Committee Meeting will occur on Wednesday, December 16, 2021 at 3:00 PM via Zoom.

**6. Meeting Adjourned: 3:57 PM**

**Motion made by Mike Swiatlowski adjourn at 3:57 PM**

**Motion was seconded by Kathy Burns**

**No further discussion**

**Role call vote: Donald Blais, Jr. – aye; Nicholas Zeo – aye; Mike Swiatlowski – aye; Dave Cotter – Aye; Amber Kumpulanian – aye; Kathy Burns - aye**

**Motion Caries 6-0-0**

Sincerely Submitted,  
Sarah A. Fortune  
Interim Conservation Agent



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The following is a list of documents used at the above-mentioned meeting, in addition to those included in the agenda packet which is part of the official record of the meeting:

Number	Description	Agenda Item	Notes
1.	Approval of Minutes: 11/10/2021	Approval of Minutes	Retained in 2021 OSRP Minutes
2.	Review & Comment on 7-Year Action Plan	New/Old Business	Retained in 2021 OSRP Update
3.	Review draft sections 3, 4, and 5 completed to date	New/Old Business	Retained in 2021 OSRP Update
4.	Review draft sections 6, 7, 8, & 9 completed to date	New/Old Business	Retained in 2021 OSRP Update