



TOWN OF PALMER

Open Space Advisory Committee

Meeting Minutes

Thursday, September 23, 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

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

Members Absent: Kelly Bergeron
Lynn Greany
Howard Fife
Jessica Sizer

Also Present: Sarah Fortune, Interim Conservation Agent

1. **Call to Order:** 3:09 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. **Approval of Minutes**

- a. **8/12/2021**

Motion made by Nick Zeo to approve the minutes from 8/12/2021 as written
Motion was seconded by Amber Kumpulanian
No further discussion

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

No further discussion

Motion Caries 5-0-1 (Dave Cotter abstained)

4. New/Old Business

a. Review agenda & presentation for Public Visioning Session on 9/28/2021 at 6:30 PM

The Open Space and Recreation Public Visioning Session is scheduled to occur on Tuesday, September 28, 2021 from 6:30 to 8 PM in the Town Hall Meeting Room, located at 4417 Main Street in Palmer. The PVS will include a short presentation by Mimi Kaplan of the Pioneer Valley Planning Commission which will give an overview of Open Space Plans, a summary of results from the 2021 Open Space & Recreation Community Survey, and a review of accomplishments since the last plan OSRP update in 2014. The PVS will also include breakout group discussions in which participants will form small groups to discuss topics such as conservation, passive recreation opportunities and facilities, active recreation opportunities and facilities, and increasing community involvement in maintenance and improvement of open space areas. Each breakout group will then provide a summary of the goals and objectives for each topic; these goals and objectives will then be compiled into a 7-Year Action Plan to integrate into the 2021 OSRP update. Amber Kumpulanian volunteered to facilitate the breakout group discussion on increasing community involvement in open space maintenance and improvement, and Mike Swiatlowski volunteered to facilitate the discussion on top priorities for open space improvements. The other 2 breakout group discussions will be facilitated by other Advisory Committee members, TBD. Advisory Committee members should plan to arrive between 6:00 PM and 6:15 PM on 9/28/2021.

b. Review & Comment on Draft OSRP Maps

The Pioneer Valley Planning Commission (PVPC) provided drafts of the seven (7) required maps to be included in the OSRP for review and comment by the Advisory Committee. The seven required maps are Regional Context, Environmental Justice Populations, Zoning, Soils and Geologic Features, Unique Environments, Water Resources, Conservation and Recreation Lands, and the 7-year Action Plan Map. Overall, the Committee agreed that the maps appeared too busy due to the number of roads depicted and the inclusion of place names and street labels which distracted from the data depicted in each map, especially when considering that they will be printed on standard 8.5” by 11” paper in the final OSRP. The Agent will provide these comments to PVPC to include in their first round of map revisions, and will provide the revised maps to the Committee when they are available to review.

c. Review Draft OSRP Section 4: Environmental Inventory

The Committee reviewed the draft of Section 4 which discusses Palmer’s Environmental Inventory. This section is almost complete, and the Agent is working to integrate open space data from PVPC in order to complete the draft chapter.

d. Review Draft OSRP Section 5: Inventory of Lands of Conservation & Recreation Interest

The Committee reviewed the draft of Section 5 which discusses Palmer’s lands of conservation and recreation interest. The Agent reported that Section 5 is almost complete and that she is working to integrate open space data from PVPC in order to complete the draft chapter, but is on schedule to complete the chapter according to the OSRP timeline developed with PVPC.

e. ADA Self-Assessment & Conservation Land Tables – Update in process

The Agent reported that the ADA self-assessment and update of the conservation land tables is currently in process. She will provide the committee with the ADA self-assessment information and conservation land tables when they are complete.

5. Set Next Meeting Date

- a. The next meeting of the Open Space Advisory Committee Meeting will occur on Thursday, October 14, 2021 at 3:00 PM via Zoom.

6. Meeting Adjourned: 3:54 PM

Motion made by Amber Kumpulanian to adjourn at 3:54 PM

Motion was seconded by Dave Cotter

No further discussion

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

Vote was Unanimous – Motion Caries

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: 8/12/2021	Approval of Minutes	Retained in 2021 OSRP Minutes
2.	Review Section 4: Environmental Inventory	New/Old Business	Retained in 2021 OSRP Update
3.	Review Section 5: Inventory of Lands of Conservation & Recreation Interest	New/Old Business	Retained in 2021 OSRP Update
4.	Review draft OSRP Maps	New/Old Business	Retained in 2021 OSRP Update Maps
5.	Review draft agenda for Public Visioning Session	New/Old Business	Retained in 2021 OSRP Update Public Visioning Session