



ORDINANCE REVIEW COMMITTEE

Members

Councilor Jeremy Dubs, Chair
Councilor Garrick Perry, Vice-Chair
Dane Kuttler, Citizen
Molly Moses, Citizen
Councilor Stanley Moulton, III

MEETING MINUTES

Date: September 10, 2025, Time: 6 p.m.

Virtual Meeting

1. **MEETING CALLED TO ORDER/ROLL CALL:** At 6:01p.m., Councilor Jeremy Dubs called the meeting to order. On a roll call, the following members were present: Councilor Dubs; Chair, Councilor Garrick Perry, Vice Chair; Councilor Stanley W. Moulton, III, Member Dane Kuttler and Member Molly Moses. Also present was Administrative Assistant Laura Krutzler. City Solicitor Alan Seewald was not present.
2. **ANNOUNCEMENT OF AUDIO/VIDEO RECORDING**
Councilor Dubs announced that the meeting was being audio/video recorded.
3. **PUBLIC COMMENT**
There was no public comment.
4. **APPROVAL OF MINUTES**
Councilor Moulton moved to approve the August 13, 2025 meeting minutes. Member Kuttler seconded. The motion passed unanimously 4:0 by roll call vote with Member Moses absent from the vote.
5. **COMMITTEE MEMBER UPDATES**
Councilor Moulton said he had corresponded with Director Misch. The latest revision of the sign ordinance is ready for him and Attorney Seewald to review, so they are setting up a meeting to do that.

Councilor Perry said Member Kuttler reached out to him about some changes to the food truck ordinance. He personally went to one of the monthly business forums and let downtown business owners know the Ordinance Review Committee (ORC) is looking at food truck as well as lighting ordinances. The consensus of business owners was that they are very busy working on the Taste of Northampton and Great Northampton Haunt and so would like to have some space to discuss more specific plans. He told them they are not trying to take business away from brick and mortar restaurants but thought it would behoove them to invite businesses here. He was taken aback to learn that Andrea Monson had left her position as Downtown Northampton Association (DNA) executive director since he was counting on her collaboration and support.

Ms. Krutzler said she spoke to Director Misch and she is comfortable with the amendment to §350-6.11C (2)(c) - Form-based criteria for two-family and two single-family homes – being considered as a housekeeping change. Although the amendment calls for removing a requirement for Planning Board approval (of alternative means of buffering if the front entrance of a second residence is not set back 20 feet from the property line), the requirement for Planning Board review of plans for two-family or two single-family homes on a lot was removed by a previous zoning amendment. Therefore, while the change seems more substantive since it removes a reference to Planning Board review, it actually brings the section into alignment with the rest of the code since Planning Board review for two-family and two single-family homes is no longer required.

Ms. Krutzler said she would keep this amendment on the list of zoning changes recommended by the committee to be approved as housekeeping changes in the final report. Members indicated their agreement.

Member Moses said she has not yet combed through the ordinance for binary gender pronoun changes needed, but this is still on her docket.

Councilor Dubs said he has been focused on the snow removal ordinance and decided to reach out directly to Mayor Sciarra. They had a nice meeting to talk about how they could work together to make recommendations the city will support. He is meeting with her again tomorrow and thinks other people, possibly DPW Director Donna LaScaleia and Parking Administrator Nanci Forrestall, will be there to put their heads together to come up with an idea department heads can support so he will have a proposal to present at a future ORC meeting.

Member Kuttler shared her finding that the simple change apparently needed to allow food trucks in the Central Business (CB) district is striking the words ‘downtown corridor.’ The ordinance now says mobile food trucks can park in any registered spot except in the downtown corridor so that’s the phrase that needs to be eliminated. [Editor’s note: The actual wording of the ordinance is, “Mobile food vehicles are not permitted to operate *in the Central Business or Florence Village Districts.*”]

Food truck operators can legally park and pay for parking like other vehicles, Member Kuttler advised. As long as they are parked in a legal spot, it is kosher. She suspects any pushback they get that’s not from restaurants will be from people mad at the idea of food trucks taking up downtown parking spaces. She thinks it’s worth an experiment; the next ORC can reinstate the ban if it is a failure.

6. SCHEDULE SPEAKERS/GUESTS

Members discussed logistics and potential meetings dates for future meetings focused on priority topics.

Upon discussion, they agreed to hold future meetings as follows:

- ❖ October 8, 2025 – sign ordinance presentation by Office of Planning & Sustainability Director Carolyn Misch
- ❖ October 22, 2025 – snow removal/lighting ordinance (members combined these topics since enforcement is a common denominator). Prospective guests: DPW Director LaScaleia, Parking Administrator Nanci Forrestall, Chief Cartledge for input on lighting as far as safety and security, Building Inspector Kevin Ross for lighting enforcement, the general public

Members suggested lumping in impediments to passage since this also relates to sidewalks.

Councilor Dubs noted that the language of the snow removal ordinance is pretty good; the difficulty is it’s not being carried out.

- ❖ November 12, 2025 – mobile food trucks
- ❖ December 3, 2025 – environmental concerns

Member Kuttler said she is unavailable for meetings between Monday, September 22nd and Friday, October 3rd since that is the marathon of Jewish holidays. Member Moses said sundown is at 7:01 in October, so a meeting at 7:15 p.m. would be okay. If the committee is okay with her contribution being work on the gender-neutral project for the next month or so, that would work best with her schedule, she said.

7. **REVIEW REFERRAL LETTERS**

Member Moses updated members on the responses she received to her inquiries about ordinances involving indigenous people. She didn't hear back from Human Rights Commission (HRC) Chair Jasmine Goodspeed but read Representative Sabadosa's response. Representative Sabadosa said she was not aware of another city with a similar ordinance. She noted that any legislation would need to address the question of which tribes would be consulted, etc. If she were taking this on, she would start with a great deal of listening, she said.

Even if they wanted to make this a priority, it would not be centering the actual priority; i.e. - indigenous people, Member Moses pointed out. She envisions the need for the council to engage in some kind of a process to solicit input before proceeding.

Councilor Moulton said he thinks it is a topic for further study. He thinks it is worth follow-up correspondence of some sort with the HRC to see whether they had any discussion about it and, if so, what questions were raised.

Jasmine has become one of the co-chairs of the reparations commission, Councilor Perry noted. He said he would bring it up under New Business at a reparations committee meeting because it feels reparatory. He would not feel comfortable making any moves without the people they are trying to help, he agreed.

Members reviewed a letter written by Councilor Dubs referring Tellus noise complaints heard at the June 30th public forum to the License Commission. Councilor Perry said he wrote a similar letter referring both this and the issue of re-entry to bars after 1 a.m. to License Commissioners. He said he has a meeting with the commission coming up.

Councilor Moulton said he is comfortable letting the chair and co-chair work on this letter together so the committee is not bogged down in group editing and they don't have to wait for collective approval. Others agreed. He asked that a copy of the final letter be provided to the administrative assistant for the record.

8. **NEXT MEETING DATE**

Members scheduled their next regular meeting for Wednesday, October 8th at 6 p.m.

9. **NEW BUSINESS**

Member Moses wondered if they could set aside time to make sure environmental concern-related ordinance suggestions from the public are aired. "Climate is always timely," she observed.

Ms. Krutzler asked about recycling, which was previously identified as a priority topic. Councilor Perry said he would suggest referring that topic to Community Resources and for further study by a future council.

10. **ADJOURN**

Councilor Kuttler moved to adjourn. Councilor Moulton seconded. The motion passed 5:0 by roll call vote. The meeting was adjourned at 6:40 p.m.

Respectfully submitted, Laura Krutzler.