

**TOWN OF SHEFFIELD  
CONSERVATION COMMISSION  
DECEMBER 8, 2014  
DOWNSTAIRS MEETING ROOM  
7:00 PM**

Board Members Present: Don Ward, Chairman  
Peter Stiglin  
James Collingwood, Sr.

Board Members Not Present: Howard Chezar  
Cheryl Blackburn

Others Present: Jill Hughes, Clerk  
Members of the public (see sign in sheet)

Chairman Don Ward called the meeting to order at 7:23 pm.

**Public Hearing: Notice of Intent application from Berkshire School for property on 245 North Undermountain Road. The proposed project is to construct a new in-ground fire protection tank and valve pit within general footprint of existing open-air fire protection pool:** Chairman Ward and P. Stiglin conducted a site visit prior to the meeting. Mike Kulig from Berkshire Engineering and Tim Fulco from Berkshire School spoke about the project. The new tank will be installed within the existing fire pool foundation and will be a more permanent structure that will provide the school with better means of fire protection. The work area is within proximity to a bordering vegetation wetland, but the proposed work is not expected to adversely impact the wetland. A discussion ensued regarding the project, installation of silt fencing, chain link fence around the existing fire protection pool and the pipe that runs alongside the road that feeds the tank. The Commission reviewed the letter from NHESP dated December 8<sup>th</sup>. Mr. Fulco stated that they will be responding to the letter with a plan.

**P. Stiglin motioned, with a second from D. Ward to close the public hearing for the Notice of Intent for Berkshire School. The motion passed 3-0.**

The Commission had a discussion about the proposed work. **P. Stiglin motioned, with a second from D. Ward to approve the Notice of Intent for Berkshire School with the following Special Conditions:**

- 1. Protect swale and intermittent stream (erosion control).**
- 2. No heavy construction vehicles in wetlands.**
- 3. Commission to be notified before the start of work and when it is completed**

**The motion passed 3-0.**

**Continuation of Public Hearing Notice of Intent application from Kenneth Westlake, for property on North Main Street (Route 7). The proposed project consists of a 150kw photovoltaic ground mounted solar array:** Ethan Archundia was present for the applicant. Prior to the meeting Mr. Archundia sent the following information that the Commission had requested at their October 27<sup>th</sup> meeting: answers to the questions asked by Karen Hirschberg (MassDEP) in an email dated September 8, 2014, configuration on a plot plan, elevation of the different components of construction and the 10 year and 100 year flood elevations. The Commission reviewed and discussed the information presented. Mr. Archundia explained that the project has moved slightly to the east per the suggestion of the DEP. He further explained that the panels would be 3 ½ feet off the ground and are flood resistant. A discussion ensued about compensatory storage, elevation of the site and the layout of the panels. Chairman Ward stated that there was a lot of information to go over and asked Mr. Archundia to hire a third party consultant to review the project and report back to the Commission. **D. Ward motioned, with a second from J. Collingwood that the applicant hire a consultant of the Commission's choice to review the Notice of Intent and all documents and provide a report to the Commission with their findings. The motion passed 3-0.**

Chairman Ward stated that the Commission would inform Mr. Archundia of the name of the consultant they choose. **D. Ward motioned, with a second from P. Stiglin to continue the hearing to January 12, 2015. The motion passed 3-0.**

**Certificate of Compliance for Stookey residence:** The Commission received a request for a certificate of compliance for the property. An Order of Conditions was issued in 1987 for an installation of a septic system. The Commission reviewed and discussed the documentation. **P. Stiglin motioned, with a second from D. Ward to sign off on the Certificate of Compliance for the Stookey residence at 535 Sheffield Egremont Road. The motion passed 3-0.**

**Bundling of Municipal Highway and Road Maintenance Projects in a single Notice of Intent:** Chairman Ward tabled the discussion to the next meeting.

**Minutes:** The Commission reviewed draft minutes from their November 10, 2014 meeting. **P. Stiglin motioned, with a second from D. Ward to accept the minutes of November 10, 2014 as written. The motion passed 3-0.**

**Upcoming Conferences and Mail:** The Commission reviewed four public hearing notices from the Planning Board.

The Commission reviewed a letter dated December 5, 2014 from the Town Administrator stating that the Board of Selectmen voted that all public meetings be recorded for the purpose of transcribing minutes.

Resident Arthur Batacchi was present and asked questions about a proposed solar array at the Lane Construction site. The Commission has not received any plans for that project to date.

**Bills Pending:** The Commission approved and signed a bills payable for a legal notice that was placed in the Berkshire Record.

**Adjournment:** There being no further business before the Commission this evening, *D. Ward motioned, with a second from P. Stiglin to adjourn the meeting. The motion passed 3-0.*

The meeting adjourned at 9:14 pm.

The following documents were reviewed during the Board's meeting and have been retained as required by the Massachusetts Public Retention Policy: Meeting Agenda, Sign in sheet, NOI application from Berkshire School, NOI application from Kenneth Westlake, Paperwork for Certificate of Compliance for the Stookey residence dated 11/25/14, Draft meeting minutes from 11/10/14, (4) public hearing notices from the Planning Board, Letter dated 12/5/14 from the Town Administrator, Bill from the Berkshire Record.

Respectively submitted by:

  
Jill Hughes  
Recording Secretary