

**TOWN OF SHEFFIELD  
CONSERVATION COMMISSION  
JANUARY 8, 2018  
FIRST FLOOR MEETING ROOM  
7:00 PM**

Commission Members Present: Donald Ward, III, Chairman  
Arthur Batacchi, Jr.  
Cheryl Blackburn

Commission Members Not Present: Jeffrey Collingwood  
Theodore Pitman

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

Chairman Ward called the meeting to order at 7:00 pm.

**FY2019 Budget:** The Commission reviewed the draft budget for FY2019. A discussion ensued. **C. Blackburn motioned, with a second from A. Batacchi, Jr. to accept and approve the FY2019 budget as proposed. The motion passed 3-0.**

**Annual Report for 2017:** The Commission reviewed the draft annual report for 2017. A discussion ensued. **A. Batacchi, Jr. motioned with a second from C. Blackburn to accept and approve the annual report for 2017 with the change that was discussed. The motion passed 3-0.**

**Approval of Minutes:** The minutes from November 13, 2017 and December 11, 2017 were tabled until the next meeting due to a lack of a quorum of those present at the previous meeting.

**Review of Forest Cutting Plans:** There were no Forest Cutting Plans to review.

**Upcoming Conferences and Mail:** Chairman Ward spoke about the MACC conference that will be held on March 3, 2018 and the upcoming meeting at the West Stockbridge Town Hall on January 18, 2018 @ 6:30 pm to discuss WPA basics and forms and procedures.

**Public Comment:** The Commission received a phone call from a resident regarding trees on their property that need to be removed. Chairman Ward asked the clerk to contact them and have them fill out a Request for Determination of Applicability.

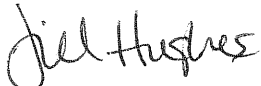
Chairman Ward informed the Commission that he received a call from a resident regarding the Special Permit Application that the Planning Board will be holding a public hearing on January 10, 2018. There are wetland concerns.

**Adjournment:** There being no further business before the Commission this evening. *A. Batacchi, Jr. motioned, with a second from C. Blackburn to adjourn the meeting. The motion passed 3-0.*

The meeting adjourned at 7:27 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, Draft FY2019 Budget, Draft Annual Report for 2017, Draft meeting minutes 11/13/17 and 12/11/17.

Respectfully submitted by:



Jill Hughes  
Recording Secretary

## Sheffield Conservation Commission

Date: January 8, 2018

**Name – PLEASE PRINT**

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