

**Town of Sheffield**  
**CONSERVATION COMMISSION**  
**August 23, 2021**  
**7:00 PM**

Commission Members Present: Don Ward, Chairman  
Ted Pitman  
Rene Wood

Commission Member Absent: Arthur Batacchi, Jr.

Others Present: Lori Neil, Administrative Assistant  
Members of the Public

Chairman Ward called the Conservation Commission meeting to order at 7:05 pm.

**1. Public Hearing on Request for Determination of Applicability (RDA), filed by The Town of Sheffield, R. Wood, for property located at the Sheffield Town Park, 0 Frederic Lane, in accordance with the Provision of M.G.L. C. 131, § 40.**

Rene Wood gave an overview of the purpose for the RDA which is to reconfigure the existing two restrooms into four toilet rooms providing ADA compliant/accessible restrooms. The footprint will remain the same except for a 5' concrete platform to make accessibility for the toilet rooms. Chairman Ward, Ted Pitman and Rene Wood had completed a site visit at the property earlier today. **Don Ward made a motion to approve the request with a Negative Determination under #2. The work described in the Request is within an area subject to protection under the Act, but will not remove, fill, dredge, or alter that area. Therefore, said work does not require the filing of a Notice of Intent. T. Pitman seconded the motion which passed 3-0.**

**2. Public Hearing on Request for Determination of Applicability (RDA) filed by SK Design Group for applicant Madelaine Berg for property located at 368 Bow Wow Road, in accordance with the Provision of M.G.L. C. 131, § 40.**

Haley Puntin, Project Engineer in Training for SK Design Group, Inc., presented the RDA to the Commission. The purpose for the RDA is for the repairs of an existing deck, consisting of installation of three (3) piers to the existing porch to be installed along the outer edge of the porch. This will consist of support posts on helical piers or standard set anchors. Standard straw bales will be used for erosion control measures. There will be no adverse temporary or permanent impacts on wetland resource areas from the proposed work. H. Puntin answered all questions asked of her. R. Wood, D. Ward and T. Pitman completed a site visit on the property earlier today. **Don Ward made a motion for a negative determination under #3. The work described in the Request is within the Buffer Zone, as defined in the regulations, but will not alter an Area subject to protection under the Act. Therefore, said work does not require the filing of a Notice of Intent, subject to the following conditions: 1.) Installation of straw bales for erosion control. 2.) If converted to a manually set anchor, it is to remain the same size. 3.)**

**If any work was to change, the Conservation Commission would be notified beforehand. T. Pitman seconded the motion which passed 3-0.**

**3. Continuance of Public Hearing on Notice of Intent (NOI) for J. Schnurr & Mill Pond Dam, filed by SK Design Group, in accordance with the provision of M.G. L. C. 131, Sec.**

**40.** Haley Puntin, Project Engineer in Training for SK Design Group, Inc., was the applicant's representative for this meeting. H. Puntin shared the conditions issued by National Heritage & Endangered Species Program (NHESP). NHESP is requiring a 5 year report and an annual habitat filing, (a monitoring report). H. Puntin answered the questions asked of the Commission. There was discussion of where the water gages would be placed and who would monitor them. Doug Blume will monitor the gages. **Chairman Ward made a motion to approve the Notice of Intent (NOI) as proposed following WPA Form 5 Order of Conditions of 1.) Request two monitoring devices be set down stream of the dam and two at the lake level. 2.) Request a copy of DEP and National Heritage reports to be shared with the Conservation Commission. R. Wood seconded the motion which passed 3-0.**

**4. Discussion/Update on the Ligas Property at 1448 S. Undermountain Road.** T. Pitman had a discussion with Consultant, E. Stockman. There will be a site visit on Monday, 9/13/21, at 5:00 pm.

**5. Commission Member Items:** Chairman Ward mentioned the calls he has returned from inquiries coming into the Town Hall. He pointed out; when a site visit is scheduled, the entire Commission should plan to attend. D. Ward also mentioned creating maps and documents for homeowners and real estate agents to guide them in determining if an applicant to Conservation Commission is needed before work is undertaken on a property.

**6. Approval of draft minutes:** The Commission reviewed the draft minutes from 7/12, 7/26 and 8/9. **R. Wood made a motion to approve the minutes as written. T. Pitman seconded the motion which passed 3-0.**

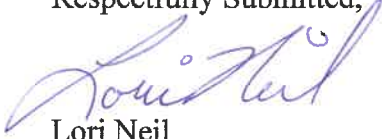
**7. Continuation of discussion/possible action regarding Enforcement Order for 854 and 864 South Undermountain Road.** Casey Rothstein gave an update of debris removal as well as the removal of the temporary bridge. A Notice of Intent (NOI) will be submitted in September. Helia Designs will start work on Aug. 30<sup>th</sup>. Any date changes will be emailed to L. Neil. **R. Wood made a motion to extend the deadlines as needed. T. Pitman seconded the motion which passed 3-0.**

**8. Public Inquires:** S. Hoy spoke to ask the Conservation Commission for clarification on Mill Pond.

**9. Adjournment.**

**D. Ward made a motion to adjourn the meeting, which was seconded by T. Pitman and approved by a 3-0 vote.** The meeting adjourned at 8:32pm.

Respectfully Submitted,



Lori Neil  
Administrative Assistant

**Documents reviewed at this meeting:**

- 8-23-21 Meeting Agenda
- Request for Determination of Applicability (RDA) filed by the Town of Sheffield, R. Wood for the Town Park.
- Request for Determination of Applicability (RDA) filed by SK Design for Madelaine Berg.
- Notice of Intent (NOI) for J. Schnurr & Mill Pond Dam, filed by SK Design Group
- National Heritage & Endangered Species Program (NHESP) Letter/Order of Conditions
- Draft Minutes from 7-12, 7-26, and 8-9-21
- Attendee Sign in Sheet