

**TOWN OF SHEFFIELD  
CONSERVATION COMMISSION  
JANUARY 9, 2017  
FIRST FLOOR MEETING ROOM  
7:00 PM**

Commission Members Present: Donald Ward, III, Chairman  
Arthur Batacchi, Jr.  
Jeffrey Collingwood  
Theodore Pitman

Commission Members Not Present: Cheryl Blackburn

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

Chairman Ward called the meeting to order at 7:01 pm.

**Continuation of Public Hearing: Notice of Intent filed by the Town of Sheffield for property on Rannapo Road, proposed project is to relocate a portion of Rannapo Road.** Jeffrey Collingwood recused himself from the discussion. Chairman Ward, T. Pitman and A. Batacchi, Jr. visited the site prior to the meeting. The Commission reviewed the project plan dated 11/2/16 that was sent via email. A discussion ensued about the project. **T. Pitman motioned, with a second from A. Batacchi, Jr. to close the public hearing. The motion passed 3-0.**

**T. Pitman motioned, with a second from A. Batacchi, Jr. to approve the Notice of Intent for the Town of Sheffield and issue an Order of Conditions with the following Special Conditions:**

- 1. The Commission will receive from BSC Group a more detailed final grading plan before implementation.**

**The motion passed 3-0.**

**Public Hearing: Request for Determination of Applicability filed by The Lane Construction Corporation for property on 49 Lime Kiln Road, proposed project is the removal of hot mix plant equipment from the parcel, recycling the steel and disposing of additional materials as solid waste.** A. Batacchi, Jr. recused himself from the discussion. A site visit was conducted prior to the meeting. Abbey Massaro and Ted Toothaker from Lane Construction were present. Ms. Massaro explained that the plant is no longer active so they are removing the large steel structure and stockpile materials. The site is within the floodplain. A discussion ensued about the project and invasive plant species. **T. Pitman motioned, with a second from J. Collingwood to issue a Negative Determination #2 on the project. The motion passed 3-0.**

**Discussion on Letter from the Board of Selectmen:** Chairman Ward explained that all Commission members received a letter from the Select Board, regarding their tardiness and lack of a quorum at their December 12, 2016 meeting. Chairman Ward talked about having a policy in place. Selectman Nadine Hawver stated that the Town has a Boards and Committees handbook that has been distributed. A discussion ensued. It was decided that if someone was unable to attend site visits or the meeting to notify their clerk by Friday at 2pm.

**FY2018 Annual Budget:** The Commission reviewed and discussed their budget. *A. Batacchi, Jr. motioned, with a second from T. Pitman to keep their FY2018 budget the same as last year at \$2,680.00. The motion passed 4-0.*

The Commission reviewed their annual report from last year. They asked their clerk to make the necessary changes and email it to them for review.

Mark Stinson, MassDEP briefly spoke to the Commission about standard conditions for projects and listing active projects as an agenda item so it can be discussed if needed. A discussion ensued.

**Approval of Minutes:** The Commission reviewed draft minutes from December 12, 2016. *A. Batacchi, Jr. motioned, with s second from D. Ward, III to approve the December 12, 2016 minutes as written. The motion passed 3-0.* J. Collingwood abstained from the vote since he was not present at the meeting.

**Bills Pending:** The Commission reviewed and signed a bill.

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

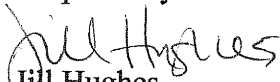
**Upcoming Conferences and Mail:** Chairman Ward mentioned the upcoming MACC conference in March.

**Adjournment:** There being no further business before the Commission this evening, *J. Collingwood motioned, with a second from A. Batacchi, Jr. to adjourn the meeting. The motion passed 4-0.*

The meeting adjourned at 8:07 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 meeting minutes 12/12/16, NOI for Town of Sheffield, RDA for Lane Construction, FY2018 Annual Budget packet.

Respectfully submitted by:

  
Jill Hughes  
Recording Secretary

# Sheffield Conservation Commission

Date: January 9, 2017

Name – PLEASE PRINT	Street, Town
1. Mark Stinson	mess DE p
2. Ted Toothaker	49 LONE KILW RD
3. Abbey Masaro	↓
4. MARTIN MITSOFF	960 S. UNDERMTN RD, SHEFFIELD
5. Nadine Hawke	400 S. undermtn Rd SL
6.	
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