

**TOWN OF SHEFFIELD  
CONSERVATION COMMISSION  
JANUARY 11, 2016  
DOWNSTAIRS MEETING ROOM  
7:00 PM**

Commission Members Present: Don Ward, Chairman  
Jeff Collingwood  
Ted Pitman  
Peter Stiglin

Commission Members Not Present: Cheryl Blackburn

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

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

**Public Hearing: Request for Determination of Applicability filed by Jeff Browne for property on 252 Bow Wow Road, proposed project is to upgrade subsurface disposal system.** Mike Parsons from Kelly, Granger, Parsons & Associates was present for the applicant. Members of the Commission conducted a site visit prior to the meeting. Mr. Parsons explained that the site has an existing single family home that needs a septic system upgrade due to a failed title v. The Commission reviewed the plans with Mr. Parsons who explained that due to the well setback, Mill Pond and the highway there is only one place for the system to be installed. The upgrade will include a JET-BAT septic tank, pump chamber and leachfield, most of which is within the 100 foot buffer zone as well as some grading around the area. P. Stiglin asked if there was room on the other side of the property to place the system. Mr. Parsons stated that it does not meet the well setback requirements. The Commission discussed the trees that were marked on the plan that need to be removed. A discussion ensued about the proposed project and the area. **J. Collingwood motioned, with a second from T. Pitman to issue a Negative Determination #3 with the following conditions: (1) Adjust silt fence to the 100 foot elevation (2) Notify Commission of completed erosion control placement. The motion passed 4-0.**

**Approval of Minutes:** The Commission reviewed draft minutes from December 14, 2015. **P. Stiglin motioned, with a second from J. Collingwood to approve the December 14, 2015 minutes as written. The motion passed 4-0.**

**2015 Annual Report:** The Commission reviewed and discussed the draft annual report. **D. Ward motioned, with a second from P. Stiglin to accept the draft annual report as amended. The motion passed 4-0.**

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

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

**Upcoming Conferences and Mail:** The Commission discussed the meeting of the Berkshire Conservation Commission Coalition being sponsored by BRPC on January 13<sup>th</sup>. Some members will try to attend.

Chairman Ward read a notice of decision from the Zoning Board and a public hearing notice for the Planning Board.


The Commission reviewed the January 8, 2016 planting plan proposal that was submitted in accordance with the special condition 1 of the Order of Conditions issued on December 23, 2015 (MassDEP File # 281-0242). A discussion ensued. **P. Stiglin motioned, with a second from T. Pitman to approve the planting plan proposal from MassDOT with the following amendment: (Typical Section 1 Slope Repair) to add straw mulch blanket (with biodegradable netting) to the loamed surface and to use 100% native seed mixture. The motion passed 4-0.**

**Adjournment:** There being no further business before the Commission this evening, **D. Ward motioned, with a second from T. Pitman to adjourn the meeting. The motion passed 4-0.**

The meeting adjourned at 8:03 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 12/14/15; RDA for Browne, Draft annual report, BRPC flyer, (2) town notices and 1/8/16 planting plan proposal from MassDOT.

Respectively submitted by:

  
Jill Hughes  
Recording Secretary