

**TOWN OF SHEFFIELD
CONSERVATION COMMISSION
JULY 14, 2014
DOWNSTAIRS MEETING ROOM
7:00 PM**

Board Members Present: Don Ward, Chairman
James Collingwood, Sr.
Howard Chezar
Cheryl Blackburn

Board Members Not Present: Peter Stiglin

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

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

Reorganization: H. Chezar motioned, with a second from J. Collingwood, Sr. to nominate Don Ward as Chairman of the Conservation Commission. The motion passed 3-0.

Public Hearing: Request for Determination of Applicability filed by Jennifer Smith for property on 59 County Road. The proposed project is to repair subsurface sewage disposal system. The applicant is looking for a determination as to whether the work depicted on the plan(s) referenced is subject to the Wetlands Protection Act.

Jennifer Smith, the owner of the property was present. H. Chezar and J. Collingwood, Sr. did a site visit with the owner prior to the meeting and stated the work would not be detrimental to the wetland area. The Commission asked if a silt fence would be installed as it was not noted on the plans and a discussion ensued. The area where a silt fence is to be installed was drawn on the plans and the owner and H. Chezar initialed the plan to be entered into the record. **H. Chezar motioned, with a second from D. Ward to issue a Negative Determination #3 with the following conditions: (1) the applicant will notify the Commission 48 hours in advance prior to install of silt barrier and (2) Members of the Commission have the authority to enter site during work period. The motion passed 3-0.**

At 7:40 pm Cheryl Blackburn entered the meeting.

Forest Cutting Plan-Cooper Hill Road: Tom Ryan, Service Forester with the Department of Conservation and Recreation was present. A discussion ensued about the Forest Cutting Plan that was disapproved. Mark Stinson from MassDEP informed the Commission that the current stream crossing is in violation and that an Enforcement Order should be issued. The Commission issued an Enforcement Order because the owner was in violation for installation

of a culvert in an Intermittent Streambed with the following special conditions: (1) Submit a restoration plan for review by and approval of the Sheffield Conservation Commission that addresses the removal of the culvert, restoration and stabilization of the site in time for their August 11, 2014 meeting and the property owner shall be present at the meeting. The commission may require modifications to the plan and may require the owner to hire a professional wetlands consultant. (2) The plan should be submitted by hard copy and email. The commission will forward a copy to the Natural Heritage and Endangered Species Program. The restoration plan is also subject to review and approval by that agency. (3) Plan to be implemented no later than September 10, 2014. (4) The plan shall include a two year monitoring requirement.

Perlman Pond: A discussion ensued about the treatment of the pond and the possible leak in the dam. The Commission's secretary will contact Lycott environmental to inquire about which newspaper they use to publish the legal notice and about the concerns the Commission has about the leak in the dam.

Minutes: The Commission reviewed draft meeting minutes from June 23, 2014. *H. Chezar motioned, with a second from C. Blackburn to accept and approve the June 23, 2014 minutes as written. The motion passed 4-0.*

Upcoming Conferences and Mail: There was no mail.

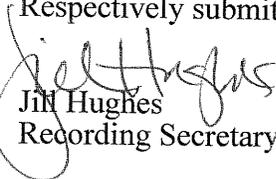
Bills Pending: The Commission approved and signed payment to pay bills.

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

The meeting adjourned at 8:35 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 from 6/23/14, RDA application from Jennifer Smith-59 County Rd.

Respectively submitted by:


Jill Hughes
Recording Secretary