

**TOWN OF SHEFFIELD  
CONSERVATION COMMISSION  
OCTOBER 27, 2014  
DOWNSTAIRS MEETING ROOM  
7:00 PM**

Board Members Present: Don Ward, Chairman  
Howard Chezar  
Peter Stiglin

Board Members Not Present: Cheryl Blackburn  
James Collingwood, Sr.

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 7:03 pm.

**Continuation of Public Hearing Notice of Intent application from Kenneth Westlake, for property on North Main Street (Route 7). The proposed project consists of a 150kw photovoltaic ground mounted solar array.**

Chairman Ward explained that he and Mark Stinson accompanied Ethan Archundia the applicant's representative on a site visit earlier today. Mr. Archundia spoke briefly about the project and explained that he is not fully prepared to have the Commission review the Notice of Intent as he has hired an Environmental Consultant to evaluate the property. He then asked the Commission to continue the public hearing until December 8, 2014, as he would not be ready for the next meeting on November 10, 2014. A discussion ensued about what the Commission would need prior to their December meeting. The Commission decided they would need the following information: answers to the questions asked by Karen Hirschberg (MassDEP) in an email dated September 8, 2014, configuration on a plot plan, elevation of the different components of construction, the site flagged and the 10 year and 100 year flood elevation indicated on site. An email will be sent to Mr. Archundia about those items. Mr. Archundia stated that the abutter will allow access to the site through their property and that he would note that on the application.

Mr. Archundia asked the Commission if he could move the panels that are currently being stored on the abutter's property to Mr. Westlake's property. He pays rent to store them there and would like to save some money. After some discussion Mr. Archundia withdrew his question. He also asked about the vegetation in the proposed work area and if he would be able to mow between the panels. The Commission told him to put it in the Notice of Intent so they could review and decide on it. Arthur Batacchi, Jr. an abutter of the property was present and asked some questions.

H. Chezar motioned, with a second from P. Stiglin to continue the public hearing on the Notice of Intent for Kenneth Westlake to December 8, 2014 @ 7:00 PM provided we receive the information we requested by November 17, 2014. The motion passed 3-0.

**Bundling of Municipal Highway and Road Maintenance Projects in a single Notice of Intent:** Chairman Ward and Mark Stinson met with Highway Superintendent Ed Lord to discuss filing a single Notice of Intent for routine highway maintenance. Mr. Lord will put together a bullet point list with narratives for the Commission to review. The matter will be discussed at the next meeting.

**Minutes:**

The Commission reviewed draft minutes from their October 14, 2014 meeting. H. Chezar motioned, with a second from P. Stiglin to accept the minutes of October 14, 2014 as written. The motion passed 3-0.

**Upcoming Conferences and Mail:** The Commission reviewed the ZBA Notice of Decision for Bayer Material Science. The Commission also discussed the Forest Cutting Plan/Enforcement Order on Cooper Hill Road. An email will be sent to Mr. Rand asking for an update.

Mark Stinson briefly discussed the regulatory changes that MassDEP has made. Mr. Stinson also discussed the issuing of Emergency Permits.

**Bills Pending:** There were no bills to approve.

**Adjournment:** There being no further business before the Commission this evening, H. Chezar motioned, with a second from P. Stiglin to adjourn the meeting. The motion passed 3-0.

The meeting adjourned at 8:45 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 10/14/14, NOI application for Kenneth Westlake, ZBA Notice of Decision for Bayer Material Science.

Respectively submitted by:

  
Jill Hughes  
Recording Secretary