

Shutesbury Conservation Commission

Minutes – April 23, 2026

Approved – May 14, 2026

Virtual Meeting

Commissioners Present: Michael Tommie McDuffie, Beth Willson (Chair), Mare Fox, Robert Douglas, Scott Kahan

Commissioners Absent: None

Other Staff Present: Matteo Pangallo (Land Use Clerk)

Others Present: Doug Serrill

Call to Order: 7:01pm

This meeting is being recorded and all members are participating remotely.

Comments from the Chair

Willson reminds the Commission that May 9 is the Annual Town Meeting and the CPA grant to expand South Brook Conservation Area is on the warrant. She encourages Commissioners to attend and she indicates that she will be presenting the article and answering questions because Pangallo is an abutter to the parcel.

Willson notes that there was a large Shutesbury contingent in attendance at the Eversource information session in Amherst. She notes that MEPA is reviewing the project and there is still no timeline for it.

Review and vote on minutes of April 9, 2026

Motion to approve the minutes of April 9, 2026: Fox; second: Douglas. Vote: McDuffie - aye; Fox - aye; Douglas - aye; Kahan - aye; Willson - aye. *The motion is approved unanimously.*

Site Visits Update

Fox will write up a report for the site visit to the Thompson property in advance of them submitting an application and she will send around the photographs from the site.

Willson asks Fox to reach out to the Town Librarian for an update on the status of the site.

Willson notes that the Town Administrator has asked for a site visit to a parcel near the elementary school regarding a potential erosion problem and she will let the Commission know when the date is set.

Land Management Update

Kahan reports that the contract for South Brook is still being worked through. He notes that in preparation for that work, he and Willson went to South Brook and did the wetland delineations necessary in the conservation area for the planned trail repair and rerouting work. He reports seeing canoes and other objects left at Elliott Park and that the Park's regulations require those items to be removed.

Kahan would like the Commission to talk about regulations for all the properties that the Commission owns and manages. McDuffie asks if some of the materials at Elliott Park are the library kayaks and Kahan notes that the library kayaks are stored on designated racks; the items he saw were left by private individuals. Willson agrees that they should add regulations for Conservation Areas to a meeting agenda. She asks Kahan to send his draft regulations to the Commission for consideration and will add it to the May 28 meeting.

Discussion of and vote on Certificate of Compliance application for 59 Shore Drive (DEP #286-0300)

Willson notes that the revised plan for 59 Shore Drive was circulated to the Commission and that it includes the plantings. She recognizes Doug Serrill who shares the revised plan and describes the offset plantings proposed for the stone walkway and gravel raised bed.

Willson considers the locations and types of shrubs acceptable and the addition to the swale also acceptable given the loss of resource area from the addition of the walkway and gravel bed. The rest of the Commission concurs. Serrill will report back when he has more information about vegetation and grass regrowth.

Willson notes that the Commission can issue the partial Certificate of Compliance and the final Certificate once the vegetation regrowth can be confirmed.

Motion to issue the partial Certificate of Compliance for 57-59 Shore Drive (DEP #286-0300): Douglas; second: Kahan. Vote: McDuffie - aye; Douglas - aye; Kahan - aye; Fox - aye; Willson - aye. *The motion is approved unanimously.*

Unanticipated Business

Fox notes that there was a crane at 84 Lake Drive doing septic work and Willson notes that a septic was installed. She will inquire with the lawyer representing the estate about the project and determine whether it should have obtained a permit from the Commission. Douglas notes that

they would have required a permit from the Board of Health and the Board of Health would have notified the Conservation Commission. Willson wonders if the work was more than 100 feet from the shore and she will inquire with the attorney and the chair of the Board of Health.

Fox reports that the Town Librarian can do a site visit next week. Willson notes she could meet on April 30. Fox schedules it for 3:45pm. Fox asks if the Certificate of Compliance has been issued and Willson notes it has not because not all of the plantings have grown out yet.

Adjournment

Motion to adjourn: Fox; second: McDuffie. Vote: McDuffie - aye; Douglas - abstain; Fox - aye; Willson - aye. *The motion is approved unanimously with one abstention.*

Adjourned: 7:37pm

List of Documents Used:

- Revised plan for 59 Shore Drive Certificate of Compliance application