

Shutesbury Conservation Commission

Minutes – July 23, 2026

Approved – August 13, 2026

Virtual Meeting

Commissioners Present: Bob Douglas, Michael McDuffie, Mare Fox

Commissioners Absent: Scott Kahan, Beth Willson (Chair)

Other Staff Present: Matteo Pangallo (Land Use Clerk)

Others Present: Diane Adams, Gregg Adams

Call to Order: 7:01pm

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

Douglas agrees to serve as Acting Chair for the meeting.

Comments from the Chair

There are no comments from the Acting Chair.

Review and vote on minutes of July 9, 2026

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

Site Visits Update

There are no site visit updates beyond those that will be part of the agenda items.

Land Management Update

Douglas reports that Kahan will be meeting on Monday with Terramor to begin walking through the South Brook Trails Project planning.

Emergency Certification for hazard tree removal at 51 Shore Drive

Douglas invites comments from the Commissioners who did the site visit. Fox reports that the tree is within inches of the shoreline and the tree is completely dead and has a slight lean to it. She believes the applicant will be hiring a company that would keep it from falling into the water. Douglas notes that Willson described it as a hazard tree that should be removed. He notes the importance of removing such trees for safety reasons.

Motion to issue an Emergency Certification for the removal of the hazard tree at 51 Shore Drive: McDuffie; second: Fox. Vote: Fox - aye; McDuffie - aye; Douglas - aye. *The motion is approved unanimously.*

Update on Shutesbury Public Library (66 Leverett Road) revegetation and discussion of removal of erosion controls

Fox reports on a site visit to the library site to review the revegetation process. She notes that the site has met its 75% regrowth and so the erosion controls can now be removed. She states that all but one tree appear to have established and that there will be another round of reseeded over the leach field, which is closest to the road. She explained that the library will be holding a Thursday morning program for volunteers to help remove invasive species on the grounds. She said it is unclear who will actually be removing the erosion controls. There are still concerns about one of the catch basins which was not maintained properly by the landscaping contractor; because the contractor has been slow to respond to this issue during the entire construction process, the library has withheld releasing final funds to the contractor until the problem is resolved. There are still more trees to plant but the library is doing them in stages due to funding constraints.

Douglas thinks the Town should begin to prepare to submit for a Certificate of Compliance. Fox agrees that once the final retention basin problems are solved then they should submit.

McDuffie notes that the vegetation on the site looks to him like it is coming in thick and healthy.

Discussion of draft regulations for Conservation Commission administered lands

Fox notes that comments from Town Counsel were received this afternoon. She proposes tabling this topic until the next meeting to give them time to review those comments. Douglas agrees.

Motion to table discussion of the draft regulations for Conservation Commission administered lands to the August 13 meeting: Fox; second: McDuffie. Vote: Fox - aye; McDuffie - aye; Douglas - aye. *The motion is approved unanimously.*

Unanticipated Business

Douglas summarizes the current work of the Stormwater Management and Implementation Committee and notes the membership composition of the Committee. He will report at the next meeting on the direction the Committee plans to take.

Douglas recognizes Diane Adams and invites her to comment. She indicates that she is present to hear about the Conservation Area regulations. Douglas indicates that the Land Use Clerk can

send her the draft version. Pangallo adds that once the Commission has completed its review of the draft, there will be a public hearing to take comments on them before they are adopted.

Adjournment

Motion to adjourn: Fox; second: McDuffie. Vote: McDuffie - aye; Douglas - aye; Fox - aye. *The motion is approved unanimously.*

Adjourned: 7:25pm

List of Documents Used:

- Email comments from Town Counsel regarding the draft Conservation Area regulations
- Photographs of hazard tree at 51 Shore Drive