

Shutesbury Conservation Commission

Minutes – August 27, 2026

Approved – September 10, 2026

Virtual Meeting

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

Commissioners Absent: None

Other Staff Present: Matteo Pangallo (Land Use Clerk)

Others Present: Miriam DeFant

Call to Order: 7:02pm

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

Comments from the Chair

Willson notes that the appeal for 36 South Laurel Drive is still ongoing. The site visit has been conducted and DEP has submitted a request to the applicant for additional information about the septic system. She reviews the nature of the appeal to DEP and the Commission's role in the process. The Commission discussed what the results of the DEP review could be, including for both the wetlands permit and the septic.

Review and vote on minutes of August 13, 2026

Motion to approve the minutes of August 13, 2026: Douglas; second: Fox. Vote: Kahan - aye; Willson - aye; Douglas - aye; Fox - aye. *The motion is approved unanimously.*

Discuss and vote on Small Project Permit for deck project at 74 Pratt Corner Road

Willson introduces the application for a Small Project Permit and recognizes DeFant who describes the need to replace the existing unsafe deck.

Willson notes she did conduct a site visit and the deck is just within the 100 foot buffer zone and thus far from the wetland. Given the amount of lawn between the deck and the resource area, erosion controls are likely not necessary.

Douglas notes that generally it is best practice to replace soil or use it on site for other purposes. DeFant answers that the soil dug out from the holes will be used to adjust the grade and then be covered with gravel.

Motion to issue Small Project Permit for deck project at 74 Pratt Corner Road: Douglas; second: Fox. Vote: Fox - aye; Douglas - aye; Kahan - aye; Willson - aye. *The motion is approved unanimously.*

Site Visits Update

Fox reports on site visits that were conducted for the annual review of the Old Peach Orchard Conservation Restriction and for the appeal of the Order of Conditions at 36 South Laurel Drive.

Willson notes there was a site visit to 10 Leverett Road for a play area project. Fox reports that the homeowner was advised to get a delineation of wetlands for both that project and any future projects. Willson adds that it did seem the project area was more than 100 feet from the wetland.

Willson notes she also did site visits for the Emergency Certifications to be discussed today.

Land Management Update

Kahan notes that Conservation Restriction monitoring was done at Old Orchard and Sumner Mountain and no issues were found at either site.

He reports that he and Willson met with Terramor at South Brook Conservation Area to review the delineations and walk through the existing trails that are due for repair. Terramor will now prepare a plan for the repairs so the Commission can review and approve a Notice of Intent for the work. He reviews some of the key areas of the trails that they found will require repair. Willson adds that Terramor has begun repairs on upland trails already and the Commission will need to get the Notice of Intent started at its next meeting or the one after that. She also proposes holding a ribbon-cutting when the work is done. Kahan suggests a work day for the Commission to reblaze the trails before winter.

Willson reports on emails from Kestrel Land Trust about the Footit property. Kestrel is doing surveys of the land now so they can present an Approval Not Required submission to the Planning Board to split off the portion of the parcel that the Town is purchasing. Once that is done, TOWN Counsel will prepare a purchase and sale agreement to acquire the land.

Discuss and vote to ratify Emergency Certification for MA Department of Transportation Route 202 repair of swale in the vicinity of Prescott Road, within Buffer Zone of an unnamed tributary to the Quabbin

Willson reviews the request for an Emergency Certification due to washout over and around a culvert under Route 202 and shares the application, with photos, and her draft Certification. Douglas expresses his approval for the solution to the washout and agrees it is an emergency.

Motion to ratify Emergency Certification for MA Department of Transportation Route 202 repair of swale in the vicinity of Prescott Road, within Buffer Zone of an unnamed tributary to the Quabbin: Douglas; second: Fox. Vote: Kahan - aye; Willson - aye; McDuffie - aye; Douglas - aye; Fox - aye. *The motion is approved unanimously.*

Discuss and vote to ratify Emergency Certification for Shutesbury Highway Department culvert replacement near 115 Pratt Corner Road

Willson reviews the request for an Emergency Certification due to a damaged culvert on Pratt Corner Road and shares and reviews the draft Certification and her photos of the site. Douglas agrees that the situation is an emergency.

Motion to ratify Emergency Certification for Shutesbury Highway Department culvert replacement near 115 Pratt Corner Road: Douglas; second: Fox. Vote: Kahan - aye; Willson - aye; McDuffie - aye; Douglas - aye; Fox - aye. *The motion is approved unanimously.*

Discussion of draft regulations for Conservation Commission administered lands

Kahan notes that the hearing has been posted to the newspaper and to the Commission website.

Unanticipated Business

Willson notes that the Commission has received an inquiry about another Small Project Permit and will be working on the Notice of Intent for South Brook.

Douglas reports on the Stormwater Mitigation and Implementation Committee's site visits at Lake Wyola.

Adjournment

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

Adjourned: 7:36pm

List of Documents Used:

- Small Project Permit application for deck project at 74 Pratt Corner Road
- Application for Emergency Certification for MA Department of Transportation Route 202 repair of swale in the vicinity of Prescott Road, within Buffer Zone of an unnamed tributary to the Quabbin
- Emergency Certification for MA Department of Transportation Route 202 repair of swale in the vicinity of Prescott Road, within Buffer Zone of an unnamed tributary to the Quabbin
- Emergency Certification for and photos of Shutesbury Highway Department culvert replacement near 115 Pratt Corner Road