Town of SHELBURNE

Conservation Commission

MINUTES

Regular Meeting ~ October 10, 2017

Present: Norman Davenport, Steve McCormick, Allan Smith

Absent: Ellen Jenkins, John Richardson

Administrative Assistant: Faye Whitney

Guests: None

Chairman Norm Davenport convened the meeting at 7:35 p.m. A quorum was present.

**Approval of Minutes**

Steve, seconded by Allan, made a motion to approve the minutes of September 12.

Voting to approve: Norm, Steve, Allan

 Opposed: None

 Abstaining: None

**Mail and other Correspondence**

Notice of two Certificates of Compliance that had been issued for projects on Bridge Street had been received.

There was a request for a Certificate of Compliance for the Davenport Smith Dam project. A site visit will be done on this project prior to the next meeting.

An NOI was received from Matt and Paula Popoli. A hearing will be scheduled for 7:15 pm, on October 24. Discussion followed on why this project was an NOI instead of and RDA.

**Old Business**

None

**New Business**

Highway Department Procedures

A lengthy discussion was held concerning the best way to make certain that all town Highway Department projects met the requirements of the Wetlands Protection Act, without causing undue delays to scheduled projects. The was suggested that a blanket NOI could be issued to cover all the work planned for several months. The Selectboard and Highway Department need to keep the Commission informed of upcoming projects. It was suggested that the Highway Superintendent could create a standard work plan, then notify the Commission when doing anything outside of the standard plan. It was thought that the Town of Heath had a blanket NOI for their Highway Department. Ellen will be asked to look into that. Bill Lattrell and Mark Stinson will also be consulted.

**Organizational Matters**

None

**Building Permits/ZBA Reports/Forest Cutting Plans**

Several building permits had been approved online.

The next meeting will be on October 24.

At 9:04 p.m. Allan, seconded by Steve, made a motion to adjourn the meeting. The vote in favor was unanimous.

Respectfully submitted,

Faye Whitney

Administrative Assistant