

Conservation Commission Agenda

Thursday, January 29th, 2026

16:00 PM - 18:30 PM (4:00PM-6:30PM)

Contact Information

Town of Chester: COA Room at the Town Hall, Ground Floor

15 Middlefield Road, Box # 16

Chester, MA 01011-9733

Primary: (413) 354-7760 / Cell: (386) 506-1343

Appointments are encouraged, but not necessary.

Please contact the Conservation Commission and/or the Town Administrator for any questions/concerns.

Lora Wade invited you to a Microsoft Teams Meeting:

Town of Chester Conservation Commission Meeting-January

Thursday, January 29, 2026

4:00 PM - 6:30 PM (EST)

Meeting link: [Town of Chester Conservation Commission Meeting-January | Microsoft Teams | Meetup-Join](#)

Agenda

1. Call to Order

- Roll Call
- Approval of Previous Meeting Minutes
- Conflict of Interest Disclosures

2. Call to Order/Vote

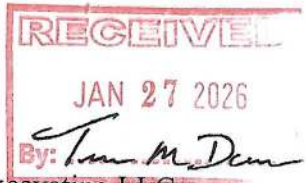
2A. RDA submitted for 97 Old State Highway, Title V/Septic Repair-Work within the resource area. James Adams, Hilltown Real Estate by Adams Realty LLC. DEP Transaction ID: 1961311

2B. RDA submitted by David Tompkins, 139 Kinne Brook Road, Septic Work/Repair.

2C. RDA submitted for 11 and 15 Middlefield Road, OPEN - 2020 COC, not issued-NOI WE# 131-0063. Property owners have not planted trees as ordered in original OOC, needs f/u, requirements are a 2 yr. minimum vegetation monitoring plan.

Fee for COC when completed?

2D. RDA submitted by Matt Putnim, 12 Riverfront Road, Septic Work/Repair.



2E. RDA submitted for 254 Route 20, by Chrissy Radwilowicz from RAD Excavating LLC. Enforcement Order Issuance for unpermitted work installing/replacing septic system(s) within the riverfront, resource area. Enforcement Order with Restoration Plan (2 yr minimum).

2F. RDA submitted for 187 Route 20, by _____, for Septic Work/Repair.

2G. Still Awaiting applications from Dave Pierce and Joan from Hilltown CDC to place a walking bridge over Walker Brook linking the library to an unpermitted hiking trail(s). Needs MESA review prior to hiking trail's construction. They will also need to place a MESA review, which should have been done prior to ANY work.

2H. Emergency Order Amendment & Enforcement Order Issuance: 0 Baystate Drive: May 2025, Aug 2025 - unpermitted work within a priority habitat without proper permitting before the start of any work, for Conservation and for MESA Review/Approval. ConCom received via email and certified mail a Violation Notice from MA's MESA department for 0 Baystate Drive, will need complete restoration per DeP.

2I. Emergency Order for 165 Rt 20 to take down old decaying/dying willow tree within a resource area, safety hazard.

2J. Continuation of the RDA WPA Form 1 submitted for 6 Sylvester Hamilton Road.

2K. Forest Cutting Plan Received by: Sigmatine Fathers c/o FR. Anthony C., Harvester: W. Rondeau #2026-1914; Plan Preparer: L. Roberts of Ashfield, MA on Blandford Rd, Vol. MBF 600, Vol. Cords 200, Vol. Tons 200.

Copy received via email pdf to confirm State Forestry Approval: _____

2L. Town of Chester Library request for project: _____

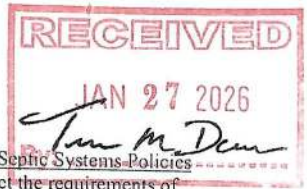
2M. Review: Town Employee Reviews (3), Annual Budget and Public Notice draft for the Commission, Conservation's Webpage and the Policy/Procedure/Outline draft for Conservation's Application and Permitting.

Please note, with Septic Systems (not including wells):

- New system, New house within 200-foot of the Riverfront = **NOI**
- All Alternative Systems, Tight Tanks = **NOI with Deed Recording**
- If replacement (3 bedroom for 3 bedroom / 2 bedroom for 2 bedroom) then exempt from Riverfront, buffer zone only = **RDA**
- If upgrading from 2 bedroom to 3 bedroom within 200-foot Riverfront = **NOI**
- *Any Brand-New Construction/Complete Reconstruction as defined and/or outlined in the Wetland Protection Act or in any association as applicable within/of the Act, Massachusetts 10th Edition Building Code(s), Massachusetts Flooding Code(s) = **NOI**

Also See: MA 10th Edition Building Codes; MA 9th Edition Residential Volume with MA Amendments - Flood Standards Only; MA The Department of Conservation and Recreation (DCR) Flood Hazard Management Program.

For Septic Systems and Title V Specific Information: 310 CMR: Department of Environmental Protection-310 CMR 15.00, STANDARD REQUIREMENTS FOR THE SITING, CONSTRUCTION, INSPECTION, UPGRADE AND EXPANSION OF ON-SITE SEWAGE



TREATMENT AND DISPOSAL SYSTEMS AND FOR THE TRANSPORT AND DISPOSAL OF SEPTAGE; Title 5/Septic Systems Policies & Guidance; *Wetlands Program Policy 86-1: Title 5 and the Wetlands Protection Act. This policy addresses how to meet the requirements of both Title 5 and the Wetlands Protection Act (Title 5 reference: 310 CMR 10.03(3), Issued: July 11, 1986, Revised: March 1, 1995).

This is not an all-inclusive list, please contact the appropriately associated Town Department for more details/information.

A Vote to incorporate said outline for any and all application(s)/application(s) requirements hence moving forward in the Town of Chester Conservation Commission for FY 2026 and thereafter, and will be used as a guide in the Town of Chester Conservation Commission's Department as a policy, procedure, and outline hence thereafter, subject to any update(s) and/or changes shall be noted in writing within 10 business days and to be placed in the next agenda for a quorum vote which shall be signed by all voting members of the Commission and submitted to the Town with the voted upon signed agenda for open meeting requirements and record keeping. The Application/Permitting Policy/Procedure/Outline is to be reviewed on an annual FY basis aligning with the Town's FY change over and/or with the change of appointed/voting Conservation Commission Commissioners and/or their hired/associated agents or appointed members - with the Commission's Chair and/or Town Administration.

Motion made by: _____ Seconded by: _____ to vote on the following:

Call to Vote for the enactment of the Town of Chester's Conservation Commission's Policy/Procedure, Guide and Outline for Application(s)/Applicant(s) Permitting Requirements.

All in favor: / / All Opposed: / / Result: _____

Remarks, if applicable:

-For All Applicants/Applications, Please Review: MGL131 ss 40, 310 CMR 10.00, and 310 CMR 9.11(3)(b) and 314 CMR 9.05(1): Application Requirements to the extent they are applicable.

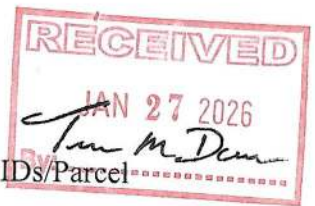
It is highly encouraged to confirm with the Conservation Commission exactly what may be/may not be expected with your submission of application(s). Contact will be made via email or mail only.

BEFORE Any/All Application(s)/Applicant(s) that request to be scheduled to come before the Commission for an application/permit will be as outlined per MGL 131 ss 40 and 310 CMR 10.00. The Chester Commission will ONLY ACCEPT application(s)/applicants that include:

Any/All fees via check or money order. Details are located on the Town of Chester's Conservation Webpage. Any changes are to be made in writing (certified mail and/or email) within 10 Business Days and be placed on the next Commission's agenda.

Application(s) must include any/all appropriate and supporting documentation/documents (such as PE stamped plans, all/any applicable and detailed maps, schematics/drawings, other or previous Town Department's and their Agent(s) an approved/or non-approved permit(s) and/or determinations, any other open and/or recent permits held with any other Town Department(s), etc.).

ANY/ALL applications must also include: The most current and up-to-date information.



Include All Pertinent Contact Information: Name(s), Mailing Address(es), Parcel IDs/Parcel Owner(s), etc. in all WPA Forms/Associated Documentation and Forms.

All associated Application(s) will include all of the Applicant(s) Contact and/or Legal Representative's Information: Names, Mailing Address, Phone Number(s), Email. Include any/all associated Business information and License Number(s) pertaining to the application(s), to include any pertinent information showing any Insurance Coverage(s).

This May Include: any/all previous, current and/or potentials for any/all parcel(s)/property(ies)/housing(es), structure(s) that will/may be expected to include disclosure of any/all liens, previous and/or current judgments, such as in probate and/or land court.

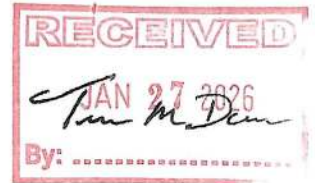
Any/ALL Application(s) Must Include A Legally Verifiable Mode of Agreement(s): from/with the associated application(s) Property/ies whether deeded and/or a titled owner and/or their designated executor or legal representative. This agreement must be signed and dated with the acknowledgment of any/all associated parties that are/or is directly associated with the application(s)/permit(s) that come before the Commission, voided with change of ownership.

Application(s) will be sent: via certified mail (as a hard copy) with a signature confirmation. The application(s) are to/will include any/all documents an/all supporting detailed information. All application(s) are to be sent electronically via PDF and will include the RDA-WPA Form 1 and its associated MA DEP Transmittal Number on the submitted DEP Confirmation Page.

To Note Going Forward into FY 2026: Any/All Applications are to have a DEP Transmittal Number on a Confirmation Page upon submission of ALL application(s). Please review these websites for further details about permitting forms and their requirements.

RDAs=WPA Form 1, NOIs=WPA Form 3, Abbreviated NOI/ANOI=WPA Form 4A;

All other information and resources, FAQs, How-Tos, are located HERE.



-Please Note: Open floor for public members to speak, 3-5 minutes per speaker allotted for time, space, if applicable. For further follow up or questions/concerns, please contact the Conservation Commission via email.

All public meeting(s) decorum will be followed and respected. The Chair and Commissioners have the right to stop the meeting or ask such individuals to leave or be removed for any justifiable and reasonable cause.

All public meetings/hearings, information/documents, etc. shall be obtained ONLY through certified mail written requests to the Conservation Commission within 10 business days of the dated meeting/hearing. Any such person(s), businesses, etc. aggrieved shall also submit any complaints via certified mail in writing to the Conservation Commission and/or the Town Administrator.

Anything else that may come before the Commission within 48 hours of posting that was unanticipated within 48 hours of posting this agenda.

Meeting Closure:

Please note that the schedules are subject to change. For any inquiries or further information, review Town's website for the most up-to-date information or contact the Town of Chester Conservation Commission and/or Town Administration Office.

We look forward to your comments and participation.

Approved Agenda/Meeting Minutes for the Town of Chester Conservation Commission on (date/time)

_____.

Chair: _____ (print)/ _____ (signature)/ _____.

Vice Chair: _____ (print)/ _____ (signature)/ _____.

Member: _____ (print)/ _____ (signature)/ _____.

Town of Chester Conservation Commission

Notice of Public Hearing

Thursday, January 29th, 4:30 PM – 6:00 PM, Town Hall

Pursuant to M.G.L. Chapter 131, Section 40, the Wetlands Protection Act,

the Chester Conservation Commission will review the following:

- RDA submitted by Matt Puntin, 11 and 15 Main Street, Septic Work/Repair
DEP NOI # 131-0063, partial.
- RDA submitted by Matt Putnim, 12 Riverfront Road, Septic Work/Repair.
- RDA submitted by James Adams, 97 Old State Highway, Septic Work/Repair
DEP Transaction ID # 1961311.
- RDA submitted by David Tompkins, 139 Kinne Brook Road, Septic Work/Repair.
- RDA submitted for 187 Route 20, Septic Work/Repair.

Please Bill To:

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Conservation Commission
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lorawade76@gmail.com
townadministrator@townofchester.net
413-354-7760
TownofChester.net

