

TOWN OF OTIS
CONSERVATION COMMISSION

5/26/2026 MEETING MINUTES

Location: Otis Town Hall, One North Main Road, Otis & Via Zoom

Conservation Commission Members present: Dave Sarnacki, Bruce Wall, Jeff Laramy, Domenic Battista, Chris Chaffee, Admin Assistant - Candy Chaffee

Opening items/Introduction of Commission members and staff. Dave opened the meeting at 6:00 p.m. and noted that the meeting is being recorded. Dave introduced the members of the commission, and asked everyone to turn off/down their cell phones for the duration of the meeting. The Next meeting will be Tuesday, June 16th, 2026 @ 6:00 PM. The deadline for applications for the June 16th, 2026 meeting is on Wednesday, June 3rd, 2026 by 3:00PM. The next office hours, for the June 16th, 2026 meeting, is on Wednesday June 3rd, 2026 by 3:00PM.

Minutes: Dave made a motion to approve the minutes from the April 21st, 2026 meeting; DB 2nd the motion and the Commission voted unanimously to approve the minutes for the April 21st, 2026 meeting.

PUBLIC HEARINGS:

Public Hearing – RDA – Submitted by Amer Raza on behalf of Francisca Heming, Route 8, the install of approx. 160’ of paved waterway connecting to the existing waterway leading into off the road land at the 12.5 MM NB, all within the BZ of the riverfront. With all the being said, Dave made a motion to grant a -3 determination with standard conditions. JL 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Public Hearing – RDA – Submitted by Robin Martin & Sherri Chrzanowski, 96 S.Gate Island Rd., Map 17C Lot 20, regarding the removal of multiple trees, all within the BZ of the Otis Reservoir. After discussion between the homeowner and the commission in regards to the requested trees needing to being marked in order for the commission to move forward the homeowner requested a continuance until next month’s meeting. With all the being said, Dave made a motion grant a continuance until next month’s meeting. DB 2nd the motion and the Commission voted unanimously to grant a continuance.

Public Hearing – RDA – Submitted by Chaffee Construction, Inc., on behalf of David Watson, 74 Kibbe Rd., Map 17D Lot 63, regarding the removal of existing cement retaining wall under deck, with the replacement of new cement unlock block w/geogrid, all within the BZ of the Otis Reservoir. Dave made a motion to grant a -3 determination with standard conditions. CC 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Public Hearing – RDA – Submitted by Chaffee Construction, Inc., on behalf of James & Susan Wall, 25 Circle Dr., Map 17D Lot 56, regarding the removal of existing deck, stairs & landing, with replacement of new deck, stairs, landing & piers, all within the BZ of the Otis Reservoir. Dave made a motion to grant a -3 determination with standard conditions. JL 2nd the motion and the Commission voted unanimously to issue a -3 determination with standard conditions.

Public Hearing – RDA – Submitted by Pamela Henry, 80 Leonard Rd., Map 11F Lot 1, regarding the removal of existing deck, replacing it with a 12'x24' living space & 10'x24' deck, all within the BZ of the Big Pond. Dave made a motion to grant a -3 determination with the special condition that waddles will be installed prior to the start of the job. CC 2nd the motion and the Commission voted unanimously to issue a -3 determination with the special condition that waddles will be installed prior to the start of the job.

Follow up from February meeting - Public Hearing – RDA – Submitted by Peter Pappas, 0 Brookman Dr., Map 18C Lot 57, regarding the removal of a sandbox, all within the BZ of Otis Reservoir. Because this application has remained on the agenda for 4 months without attendance or follow-up from the applicant, the commission agreed to take no further action on the application at this time and remove it from future agendas.

EMERGENCY CERTIFICATES: James & Laurel Adams, 28 McLean Beach R., Map 12B Lot 36 in regards to the removal of 2 dead trees that were struck by lightning.

ENFORCEMENT ORDERS:

Otis Island, LLC, 52 Hayre Island Rd., Map 12B Lot 36 in regards to top soil being dropped within the 100 ft buffer zone of Otis Reservoir without the approval of the Conservation Commission. Dave made a motion to ratify the order. CC 2nd the motion and the Commission voted unanimously to ratify the order. Home owner has been informed on Enforcement Order to Cease and desist all work in described area. All materials must be covered. A silt fence and waddles must be installed all around the pile of topsoil. This must be done ASAP (no later than 48 hours from 5/21/2026). Homeowner must attend the next meeting on 5/26/2026 @ 6:00pm

Kevin & Lori Randall, 56 S. Gate Rd., Map 17C Lot 13 in regards to work being done outside the time limit of the RDA that was filed in 2022. Dave made a motion to ratify the order. BW 2nd the motion and the Commission voted unanimously to ratify the order.

Domenic made a motion to adjourn at 7:10.