

Town of Andover
Inland Wetlands & Watercourses Commission
Regular Meeting Minutes
Tuesday, September 12th, 2023 – 7:00pm
Location: Community Room, Andover Town Hall, 17 School Road

Members Present: Bill Munroe, Jan Maschi, Duncan Phyfe

Members Absent: Jed Larson, Ed Smith

Wetlands Agent: Joe Wagner

Board Clerk: Marina Pandolfi

Public Present: none

1. **Call to Order** – Bill Munroe called the meeting to order at 7:34pm
2. **Roll Call/Seating of Alternates** – Bill Munroe performed roll call. No alternates sat.
3. **Changes in Order to Agenda** - none
4. **Approval of Minutes**
 - a. **August 27th, 2023 Regular Meeting Minutes** – Bill Munroe MOTIONED to approve the August 27th, 2023 Regular Meeting Minutes with the change to Jan Maschi's title from co-chair to Vice chair. Duncan Phyfe SECONDED. MOTION CARRIED 3:0:0
5. **Public Comment** - none
6. **Old Business – Discussion/Possible Action** - none
7. **New Business – Take Receipt/Discussion** - none
8. **Agent Report/Enforcement Actions**
 - a. Agent Approval of Application **#IWWC 23-10**: Brian Jacques, **31 Burnap Brook Road**- Clearing of approximately 0.16 acres of trees and construction of approximately 0.05 acres of driveway/parking area using asphalt millings. Tree clearing and a portion of the driveway is within the 100-foot Upland Review Area of a watercourse and a pond. Agent Update: property owner cleared trees, millings put down to expand driveway, Agent Wagner contacted property owner to submit application – which was approved.
 - b. Agent Approval of Application **#IWWC 23-11**: Jeff Polhemus (Skip's Wastewater Services), **654 Route 6**- Installation of a new septic leaching system and connection to the existing septic tank. New leaching system will be approximately 50-feet from an unnamed watercourse. Agent Update: discussed, gave update on property – small stream running into culvert
 - c. Agent Approval of Application **#IWWC23-12**: Eric Anderson (Town of Andover), **25 School Rd**- Installation of a tracking pad, concrete walkway and bioswale associated with construction of a Community Center. A portion of the work is within the 100foot Upland Review Area of an unnamed wetland. Agent Update: update provided on tracking pad, bioswale and rain garden

Agent Wagner is additionally working on other septic permits for 64 Long Hill Road, 226 Route 6 and gave an update on the rain garden for 409 Lake Road.
9. **Other Business**
 - a. **Annual Report** – reviewed Annual Report at last meeting. Bill Munroe MOTIONED to table the Annual Report to next month's meeting. Duncan Phyfe SECONDED. MOTION CARRIED 3:0:0
 - b. **Review of Bylaws** – Bill Munroe MOTIONED to change the bylaws in Section 8.1 to reflect that a regular meeting following a holiday will be held on the following Tuesday. Duncan Phyfe SECONDED. MOTION CARRIED 3:0:0
10. **Next Regular Meeting: Monday, October 2, 2023 @ 7:00pm – hybrid in Community Room**
11. **Adjournment** – Duncan Phyfe MOTIONED to adjourn the meeting at 8:15pm. Jan Maschi SECONDED. MOTION CARRIED 3:0:0

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* The following boards/commission Zoom Video Recordings are posted to the NEW Town of Andover, CT YouTube Channel: Board of Selectmen, Board of Finance, Board of Assessment Appeals, Inland Wetlands and Watercourses Commission, Planning and Zoning Commission, Zoning Board of Appeals. Like our www.facebook.com/townofandoverct page for community updates! Helpfully submitted by the Board Clerk Marina Pandolfi. Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.