

TOWN OF ANDOVER
INLAND WETLANDS & WATERCOURSES COMMISSION
MONDAY, OCTOBER 3, 2022 - 7:00 P.M.
LOCATION: VIRTUAL MEETING VIA ZOOM

REGULAR MEETING MINUTES

Members Present: Chair George Elliott, William Munroe, Jed Larson

Member Absent: Ed Smith (alternate)

Others Present: Joseph Wagner - Wetland Agent and acting Board Clerk, Judi

Connelly, Kevin Regan, Janice Maschi, and Jason Reynolds.

1) CALL TO ORDER: Chair G. Elliott called the regular meeting to order at 7:00 p.m.

2) ROLL CALL/SEATING OF ALTERNATES: No Alternates were seated.

3) CHANGES IN ORDER TO AGENDA: None.

4) APPROVAL OF MINUTES

a. September 13, 2022 Regular Meeting Minutes:

G. Elliott **MOVED** to approve the September 13, 2022 Regular Meeting Minutes, as presented. W. Munroe **SECONDED**. By roll call vote, **MOTION CARRIED 3:0:0**.

5) PUBLIC COMMENT: None.

6) OLD BUSINESS:

a. **IWWC #22-11: ALMA, Andover Lake-** Proposed Removal of aquatic vegetation in the South Cove of Andover Lake using a Hydro-Rake:

K. Regan attended the meeting to represent the Andover Lake Management Association (ALMA).

J. Larson stated that he read the minutes from the last meeting and that he is all in favor of trying to do what we can to preserve the length of the lake.

W. Munroe stated that his questions were answered last meeting, and that he agrees that the cove is so shallow that sediment from the work won't spread to other parts of the lake.

G. Elliott asked how the equipment will be sanitized to prevent the spread of aquatic plants and organisms before it is used in the lake.

K. Regan explained that the equipment is thoroughly washed with bleach prior to use at each location. He stated that this is the only business that the company is in, and that they have to clean the equipment before they go to each new location.

J. Larson **MOVED** to approve application IWWC #22-11 with standard permit conditions. W. Munroe **SECONDED**. By roll call vote, **MOTION CARRIED 3:0:0**.

b. **IWWC #22-12:** Mark Reynolds (Engineer) and Judy Connelly (Property Owner), **Lot 22 Lake Road**- Proposed driveway and culvert construction within wetlands for a new single family residence.

J. Reynolds attended the meeting to represent the project engineer. He explained the changes to the site plan since last meeting. He stated that the detail for the culvert has been added to the plan. He also stated that the silt fence, the limits of clearing, and the nutrient allocation plan had been added to the revised plan.

J. Larson asked J. Reynolds to explain what type of culvert was to be used--that on one part of the plan, it shows an HDPE culvert. In another section, it shows an RCP culvert.

J. Reynolds answered that they will use a High Density Polyethylene (HDPE) culvert, and that the use of the term "RCP" in the other section was an error.

G. Elliott stated that he appreciated that the updated plan reflects the changes discussed in the last meeting. He stated that the conditions from the 2005 application should be added as special conditions. He stated that inspections of the plantings after at least one year is important, and that the landscaping is often overlooked during the construction process.

J. Larson **MOVED** to approve application IWWC #22-12 with standard permit conditions and additional conditions of approval from the 2005 application as special conditions. W. Munroe **SECONDED**.

J. Larson stated that some of the 2005 conditions didn't specifically designate who would be doing the inspections. He stated that we should have an understanding of who is responsible for doing the inspections that are listed in the conditions.

G. Elliott stated that the planting and erosion inspections could be done by the wetlands agent. He stated that the other inspections that used the term "engineer" could be done by the project engineer, who could work with the wetlands agent to coordinate.

J. Larson stated that, in the past, there has been a lack of coordination as to who is doing the inspections, and that he wanted to try to avoid that problem in the future. He asked when the work was going to be started.

J. Reynolds stated that he believed the work on the crossing would be started this year, but that he had to check to be sure.

J. Larson commented that this is an excellent plan, and that he is happy with the quality. He stated that he would like to make sure that the plan is shared with the workers who are actually doing the clearing and construction.

By roll call vote, **MOTION CARRIED 3:0:0**.

7) AGENT REPORT/ENFORCEMENT ACTIONS:

a. Report on IWWC20-36 (26 Old Farms Rd- Loteczka, Correia)

J. Wagner showed pictures documenting the construction of the culvert from the start of the clearing through to its present state.

J. Larson asked what the green pipes are on the sides of the culvert. J. Wagner stated he wasn't sure and that he would ask the builder.

G. Elliott asked if the invasive vegetation removal, which was a condition of approval, has been started yet.

J. Wagner stated that the condition was worded so that the work would need to be started before the construction was finished.

G. Elliott explained that this would be a multi-year process, and that it would be best to start the removal process as soon as possible. J. Wagner stated that he would contact the permit holder and ask them to start the process.

J. Larson stated that when the applicants submitted a change to the new cast-in-place open bottom culvert, they stated that the concrete work would be completed in a single pour. J. Larson asked J. Wagner if he knew how the center span was poured. J. Wagner stated that he wasn't present at the site for that, and that it looked like the top would have had to be done separate from the sides.

W. Munroe and J. Larson thanked J. Wagner for submitting the photos.

G. Elliott spoke about last month's report about the cleanup of tires and wheels in a vernal pit at the Andover Auto Parts/Gravel Pit site. He asked J. Wagner if he had been able to visit the site. J. Wagner said that he had not, but could ask for permission to visit if the commission wanted him to. G. Elliott asked him to try to visit the site.

J. Larson stated that he reviewed the online permit application form, and he stated that it doesn't have all the information that is required by the regulations for a complete permit application. G. Elliott asked him to make a list of the information that is missing from the application so it can be discussed at the next meeting.

J. Wagner stated that the online permitting form doesn't allow for all the details that are required by the regulations. He stated that he tried to clarify the requirements on the "apply for a wetlands permit webpage." He stated that an applicant has to read through the requirements before proceeding to the online permit application program.

G. Elliott stated that it might be good to require the application checklist to be submitted to make sure the commission gets all the information they need in an application.

8) OTHER BUSINESS

a. Commission Vacancies

G. Elliott introduced J. Maschi, a resident of Andover who has expressed interest in joining the commission. J. Maschi stated that she has been a resident for 4.5 years, and worked as a realtor before she retired.

W. Munroe **MOVED** to appoint Janice Maschi as a commissioner on the Inland Wetlands and Watercourses Commission beginning next meeting through June 30, 2023. J. Larson **SECONDED**. By roll call vote, **MOTION CARRIED 3:0:0**.

9) NEXT REGULAR MEETING: Wednesday, November 9th, 2022 at 7:00 p.m.

G. Elliott stated that he would not be able to attend the next regular meeting on Monday November 7th. He asked the commission to schedule a special meeting in case an application was submitted that needed review. The commissioners decided to cancel the meeting on the 7th and schedule a special meeting on Wednesday, November 9th.

10) ADJOURNMENT: G. Elliott, without objection, **MOVED** to adjourn the meeting at 8:12 p.m. No Objections, **MOTION CARRIED**.

NOTE: Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.

Respectfully submitted by Joseph Wagner