

Town of Andover
Inland Wetlands & Watercourses Commission
Town Hall Community Room at 17 School Road, Andover, CT
Monday, August 20, 2019 at 7:00 P.M.

Special Meeting Minutes

1. Call to Order

Rick Osborne called the meeting to order at 7:03 P.M.

2. Roll Call / Seating of Alternates

Regular Members: Rick Osborne, Jed Larson, Wayne Thorpe

Regular Members Absent: Ed Smith

Alternate Members Present: George Elliot, Meghan Lally

Alternate Members Absent: Jim Hallisey

George Elliot seated for Ed Smith.

Meghan Lally seated for vacant spot.

Wetlands Agent Absent: John Valente

Board Clerk Present: Amanda Gibson

3. Public Participation

None.

4. Old Business

a. Update the IWWC Application Packet and Checklist.

Commission reviewed the edits made to the two documents.

Contemplated if this would have to go to Public Hearing or not. The IWWC Regulations do have to go to a Public Hearing. Members will share the documents with the Town Attorney Mark Branse to get advice and approval.

Board Clerk Amanda Gibson asked if the revised Application Packet and Checklist can be shared with the other commissions, Planning and Zoning Commission and Zoning Board of Appeals, as everyone would benefit from sharing and cross checking.

Goal is to rebuild the documents so that the checklist matches the packet. The checklist is meant to be helpful for both the commission and the applicant. Expectation should be to complete the packet by the Monday, September 9th, 2019 IWWC Regular Meeting.

Meghan Lally shared that Town Administrator Eric Anderson had reached out to the state's conservation district to explore an option of having a representative fill in for a wetlands agent. The town does not project having a new agent hired by the next regular meeting.

The IWWC will test the new application process with the next application. The next application is predicted to be submitted from Town of Andover's Town Engineer Gerry Hardisty regarding the Connectivity Grant, presented at the Monday, September 9th, 2019 IWWC Regular Meeting.

Members discussed the timeline of application submissions regarding state statute requirements. Members decided to wait to confirm the revised Application Packet and Checklist until they have tested and agreed that it is successful. Jed Larson offered to present a flow chart at the next meeting with the steps of the whole application process.

Meghan Lally MOVED to keep the application process as it currently is until the Application Packet and Checklist have been finalized.

Jed Larson SECONDED
MOTION CARRIED 5:0:0

- b. Appoint commission member to attend the Wednesday, September 11, 2019 BOS Regular Meeting to represent the IWWC and present the nominations, By Laws, and 2019-2020 goals.

Meghan Lally to draft the IWWC Annual Report to present at the Wednesday, September 11th, 2019 Board of Selectmen Regular Meeting. Board Clerk Amanda Gibson suggested confirming the deadline of submitting their report to the Board of Selectmen prior to their meeting.

Meghan Lally MOVED to assign Meghan Lally, and a second person to be named at the IWWC Regular Meeting on Monday, September 9th, to attend and represent the Inland Wetlands and Watercourses Commission at the Wednesday, September 11th, 2019 Board of Selectmen Regular Meeting.
Jed Larson SECONDED
MOTION CARRIED 5:0:0

5. Public Participation

None.

6. Adjournment

Meghan Lally MOVED to adjourn the Special Meeting.
Wayne Thorpe SECONDED
MOTION CARRIED 5:0:0

Rick Osborne adjourned the meeting at 8:27 P.M.

Meeting Minutes helpfully submitted by Board Clerk, Amanda Gibson.

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