

ANDOVER CONSERVATION COMMISSION MEETING MINUTES
VIA TELECONFERENCE
January 6, 2026

APPROVED

Conservation Members in Attendance:

Chair Donald Cooper, Vice Chair Jon Honea, Commissioner Floyd Greenwood, Commissioner Alix Driscoll, Commissioner Ruby Brown, Commissioner Miranda Chave and Commissioner Stuart Rubin.

Staff members present were Benjamin Meade, Conservation Agent.

Commissioners Absent:

Chair Cooper opened the Meeting with stating the protocol for remote participation and questions from the public. Chair Cooper also introduced all Commission members in attendance at the meeting.

SCHEDULED ITEMS:

7 Forest Drive

Staff Recommendation: Approve

Public Meeting on a Request for Determination of Applicability filed by **Tengfei Yin** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or the Andover Wetlands Protection By-law, Article XIV, for the proposed upgrade of the existing septic system at **7 Forest Drive, Andover, MA.**

Mr. Meade presented this to the Commission. The proposed project is the upgrade of the existing septic system for an existing single family home. The work will include the installation of a new 20'x40' leach field, distribution box, and PVC piping, with crushed stone and native soil backfill and landscaping of the area. The existing septic system will be reused and not removed. The closest point of the project to the wetland exceeds 50 feet, meeting our setback.

Chair Cooper asked for a motion. Commissioner Honea made a motion to approve as Pos.2b, Neg 3, it was seconded by Commissioner Rubin and unanimously approved by Rollcall vote:

F. Greenwood – yes
J. Honea – yes
S. Rubin – yes
M. Chave – yes

A. Driscoll - yes
D. Cooper – yes
R. Brown – yes

4 Manning Way

Present in Interest: Dennis Griecci and Todd Wacome

Staff Recommendation: Approve

Public Meeting on a Request for Determination of Applicability filed by **Fieldstone Meadows Development Corp.** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or the Andover Wetlands Protection By-law, Article XIV, for the proposed construction of a single family dwelling, driveway and utilities and minor grading changes at **4 Manning Way, Andover, MA.**

Mr. Meade presented this to the Commission. This project is for the construction of a single family house, driveway, utility connections, grading, landscaping etc. The only work taking place within the jurisdiction of the Commission is grading, construction of the driveway, and construction of a part of a retaining wall. The proposed house is outside the 100' buffer. Staff is in agreement with the wetland flagging, which was reviewed during a site visit. Existing conditions on site include storage of construction equipment, storage trailers and soil piles and much of the property has been cleared of vegetation. There is an existing 20' utility easement which serves private sewer force mains from 2 homes on Porter Road, which pump through the easement and connect to the gravity sewer main in Manning Way. The currently disturbed areas within the limit of work will be loamed and seeded.

Commissioner Chave asked if the existing soil piles would be removed from site or used for grading.

Mr. Griecci responded that the soil would be removed from site. The site plan is the same as was previously approved.

Chair Cooper asked for a motion. Commission Greenwood made a motion to approve as Pos.2b, Neg.3, it was seconded by Commissioner Driscoll and unanimously approved by Rollcall vote:

F. Greenwood – yes

J. Honea – yes

S. Rubin – yes

M. Chave - yes

A. Driscoll - yes

D. Cooper – yes

R. Brown – yes

0 Blanchard Street

Present in Interest: Bob Hartzel, Kylie Cailteaux

Staff Recommendation: Issue Positive Determination

Continued Public Hearing on a Notice of Intent filed by **58 Blanchard Street Development LLC** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or the Andover Wetlands Protection By-Law, Article XIV, for the proposed removal of 4 sheds at **0 Blanchard Street**.

Mr. Meade presented this to the Commission. This was continued from October 2025 for the peer review of the ANRAD filed for 0 and 58 Blanchard Street to confirm the wetland line and identify resource areas on site. The sheds are in fact structures that were constructed for storage of materials or animals. All of the structures are larger than sheds, and may be considered barns, and contain lots of trash/debris. Due to the modifications made during the ANRAD process, one of the sheds (shed #3) is located within the wetland resource area. Because the work will take place within the wetland resource area, a Notice of Intent is a more appropriate permitting path for this scope of work. The means and methods for removal of the sheds will be included in the Notice of Intent filing. During a site visit, Staff observed recent wetland violations on this property, including filling, trash dumping, heavy equipment usage and vegetation cutting/removal. It is clear there have been historic wetland violations as observed during the site visit. The Notice of Intent should also address wetland buffer restoration and removal of the debris from the site. Staff recommends issuance of a Positive Determination.

Chair Cooper asked for a motion. Commissioner Honea made a motion to issue a Pos.3 Determination, it was seconded by Commissioner Driscoll and unanimously approved by Rollcall vote:

F. Greenwood – yes

A. Driscoll - yes

J. Honea – yes

D. Cooper – yes

S. Rubin – yes

R. Brown – yes

M. Chave – yes

58 Blanchard Street

Present in Interest: Bob Hartzel and Kylie Cailteaux

Staff Recommendation: Approve

Continued Public Hearing on a Notice of Intent filed by **58 Blanchard Street Development LLC** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or the Andover Wetlands Protection By-Law, Article XIV, for the proposed construction of a single family home at **58 Blanchard Street**.

Mr. Meade presented this to the Commission. This hearing was continued from October 2025 for the peer review of the ANRAD filed for 0 and 58 Blanchard Street to confirm the wetland line and identify resource areas on site. The project is applicable under the By-Law due to the construction of a new home. The property lies within the Groundwater Protection Overlay District and the applicable setbacks in this Overlay District are a 50 foot no-disturb and 75 foot no-build setback. Both of these setbacks are met, and the house is barely within the 100 foot wetland buffer. Riverfront Resource Area also impacts this site and the proposed work taking place within the Riverfront boundaries are grading and the removal of the 10' x 50' shed. A revised plan was received showing the straw wattles in place and the areas to be landscaped and loam and seeded.

Chair Cooper asked for a motion. Commissioner Honea made a motion to issue a Pos.2b, Neg.2 Determination, it was seconded by Commissioner Greenwood and unanimously approved by Rollcall vote:

F. Greenwood – yes	A. Driscoll - yes
J. Honea – yes	D. Cooper – yes
S. Rubin – yes	R. Brown – yes
M. Chave – yes	

0 and 58 Blanchard Street

Present in Interest: Bob Hartzel, Jim Hanley and Kylie Cailteaux

Staff Recommendation: Approve

Continued Public Hearing on an Abbreviated Notice of Resource Area Delineation filed by **58 Blanchard Street Development LLC** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or Andover Wetlands Protection-By-Law to confirm the Bordering Vegetated Wetland, Bank, Riverfront Area, wetland resource areas and buffer zones at **0 and 58 Blanchard Street.**

Mr. Meade presented this to the Commission. This was continued from October 2025 to complete the peer review of the wetland flagging and determine wetland resource areas on site. Wetland resource areas on the property include Riverfront Resource Area associated with Pinnacle Brook, and a large forested and emergent wetland in the rear of the property. Bob Hartzel, of CEI, was retained for the peer review and visited the site with Norse Environmental to review the original wetland flagging and to make any necessary modifications. Due to the modifications made, they are documented on a revised plan dated December 1, 2025. A peer review letter dated December 3, 2025, was provided by Bob Hartzel summarizing his review and agreement with the revised plan. The following important note was included in his review: “CEI’s review and confirmation of wetland resource areas at the Site are limited to the delineated areas as presented and on plan EC-1. Although other areas of BVW and Bank exist on the

Site, these areas were not reviewed, and we recommend that any Order of Resource Area Delineation (ORAD) should be limited to only the wetland resource areas as presented on place EC-1.” This note has been added as a Finding in the Special Conditions.

Staff observed past wetland violations due to the nature and use of the property. These violations should be addressed in a Notice of Intent filed for 0 Blanchard Street.

Chair Cooper asked that a notation be included on the plan to specify that this is a partial delineation.

Jim Hanley agreed to add a notation on the plan and will resubmit the plan.

Bob Hartzel added that a reference should be made to where the boundary has flags and label the approximate lines which were delineated. Discussion followed regarding the specific language to be added to the plan notation.

Rebecca Beraldi, 29 Hearthstone Place, spoke regarding her concern with the wetlands and building in the rear of her property.

Chair Cooper asked for a motion. Commissioner Greenwood made a motion to issue the ORAD with the added language to the plan regarding it being a partial delineation, it was seconded by Commissioner Honea and unanimously approved by

Rollcall vote:

F. Greenwood – yes

A. Driscoll - yes

J. Honea – yes

D. Cooper – yes

S. Rubin – yes

R. Brown – yes

M. Chave – yes

305 North Main Street

Present in Interest: Kevin McDonough and Matt Perry

Staff Recommendation: Approve

Continued Public Hearing on a Notice of Intent filed by **Kevin McDonough, Lupoli Companies** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or the Andover Wetlands Protection By-Law, Article XIV, for the proposed reconfiguring and resurfacing of existing parking lot and basement access; ADA compliant ramps in the parking area and sidewalk; building façade improvements; and drainage improvements at **305 North Main Street**.

Mr. Meade presented this to the Commission. This hearing was continued from December 16, 2025, to formalize an easement over the property to allow public access to the Shawsheen River. Conservation Staff met with Kevin McDonough and Matt Perry to discuss the easement and a revised plan and email was provided to Staff, which was forwarded to the Commission for

review. The updated plan included signage along both public roads noting the public river access easement, striping was added and a “15 Min Loading Zone” sign at the curb cut location for users to load and unload their canoes etc. This access easement will be memorialized on the plan to be filed with the Registry of Deeds prior to commencing work. Special Condition No. 24 has been revised to reflect these changes in the easement and to memorialize the access easement in perpetuity.

Commissioner Greenwood asked if there was an easement for the entrance off Balmoral Street for public access.

Kevin McDonough stated that the access off Balmoral Street ends at the sidewalk and they do not encourage walking along the Emergency Lane. Signage has been added “Parking Available First Come First Serve” and the “15 Min. Loading Zone”. He agreed to speak with the Fire Department regarding striping in the Emergency Zone.

Commissioner Driscoll restated her concerns about flooding.

Kevin McDonough informed the Commission that the electrical room has been relocated from the basement to the first floor. He understands that a 100 year flood may occur and flood the basement, as such pumps have been installed in the basement which will remove the water after flooding occurs.

Chair Cooper asked for a motion. Commissioner Rubin made a motion to issue the OOC with the email to the Fire Dept regarding striping, it was seconded by Commissioner Greenwood and approved by Rollcall vote:

F. Greenwood – yes

J. Honea – yes

S. Rubin – yes

M. Chave – yes

A. Driscoll - no

D. Cooper – yes

R. Brown – yes

Commissioner Greenwood made a motion to close the public meeting, it was seconded by Commissioner Rubin and approved by Rollcall vote:

F. Greenwood – yes

J. Honea – yes

S. Rubin – yes

M. Chave – yes

A. Driscoll - no

D. Cooper – yes

R. Brown – yes

8 Brundrett Avenue

Present in Interest: Thor Akerley, Harold and Marcy Fox

Staff Recommendation: Continue to a Date Uncertain

Public Hearing on a Notice of Intent filed by **Sivaram and Ramani Yamajala** under the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, § 40 and/or the Andover Wetlands Protection By-Law, Article XIV, for the proposed reconstruction of a single family dwelling, driveway and septic system at **8 Brundrett Avenue**.

Mr. Meade presented this to the Commission. The proposed scope of work is to construct a single family home, associated septic system, driveway, landscaping, etc. on the existing lot. The property is gradually renaturalizing after a fire destroyed the existing structure in 2019. The property is located within the Watershed Protection Overlay District. Waivers will be required for work within the 50 foot no-disturb and the driveway setback. The wetland flags have been rehung and resurveyed. Staff discussed the septic plan with the Health Dept., and there may need to be some modifications to the septic design which may impact the overall site plan. Staff recommends continuing to a date to be determined for completion of the septic design.

Commissioner Honea asked for permanent markers along the driveway going through the buffer to show the 50 foot no-disturb area on the plan.

Thor Akerley stated that the house did predate the bylaw and mitigation and plantings are proposed at the 25' buffer zone.

Harold and Marcy Fox, 259 Chander Road, spoke regarding the driveway relocation which impacts his property with water runoff onto his driveway and into his garage. With the vacant lot there is now mud and dirt running onto his property.

Chair Cooper asked Staff and Mr. Akerley to review the plans and contours regarding the possible runoff onto 259 Chandler Road and advise the Commission. He also suggested a possible site visit for the Commission.

Chair Cooper asked for a motion. Commissioner Rubin made a motion to continue for septic review by the Health Dept and for water runoff as discussed, it was seconded by Commissioner Honea and unanimously approved by Rollcall vote:

F. Greenwood – yes
J. Honea – yes
S. Rubin – yes
M. Chave – yes

A. Driscoll - yes
D. Cooper – yes
R. Brown – yes

ACTION ITEMS:

7 Tantallon Road

Present in Interest: Bob Lavoie, Ann Marton, Doug Heim and William Schreiter

Review and approval of required language for deeds, condominium documents and leases/subleases according to the Order of Conditions.

The proposed language has been drafted and reviewed to satisfy Finding No 8 of the Order of Conditions to make future residents aware of the flood risk and prohibitions on the property such as washing cars etc., to protect the nearby Shawsheen River. Additional language has been incorporated at the suggestion of Doug Heim and Ann Marton to ensure any person buying/renting/leasing/subleasing is aware of the circumstances on the property.

Chair Cooper asked that FEMA be spelled out in the language.

Bob Lavoie provided an updated letter with the amended language, and he asked that Special Condition No. 18 be approved.

Ann Marton stated that Special Condition No. 18 is not ready for approval and does not need to be approved by the Commission.

Commissioner Honea made a motion to approve the language satisfying Finding No. 8 as presented, it was seconded by Commissioner Rubin and unanimously approved by Rollcall vote:

- | | |
|--------------------|------------------|
| F. Greenwood – yes | A. Driscoll -yes |
| J. Honea – yes | D. Cooper – yes |
| S. Rubin – yes | R. Brown – yes |
| M. Chave – yes | |

Town of Andover Conservation Commission

Wetland Protection Regulation Update

Chair Cooper, Amy Ball and Staff have been reviewing and updating to the Wetland Protection Regulations over the past few years. The intent was to align the regulations with DEP’s updated regulations, which have yet to be released. A red-lined version has been distributed for the first reading. The stormwater amounts have been updated to incorporate the strictest state regulations in effect as they may be amended. We have also addressed a few issues that have come up at hearings.

Amy Ball will be at the next Conservation Commission meeting to review the changes and answer any questions.

CONSENT AGENDA:

Minutes – Approval of Minutes from December 16, 2025.

23 Pomeroy Road/0 Fosters Pond Road – Request for a Certificate of Compliance.

3 Paddock Lane – Request for a Satisfactory Completion of Work Certificate.

8 Brundrett Avenue – Request for a Certificate of Compliance.

Commissioner Honea made a motion to approve the Consent Agenda as presented, it was seconded by Commissioner Greenwood and unanimously approved by Rollcall vote:

F. Greenwood – yes	A. Driscoll - yes
J. Honea – yes	D. Cooper – yes
S. Rubin – yes	R. Brown – yes
M. Chave - yes	

DISCUSSION ITEMS:

Staff Update

The meeting was adjourned at 8:58pm by Motion of Commissioner Greenwood, seconded by Commissioner Rubin and unanimously approved by Rollcall Vote:

F. Greenwood – yes	A. Driscoll - yes
J. Honea – yes	D. Cooper – yes
S. Rubin – yes	R. Brown – yes
M. Chave - yes	

The next meeting will be held on Tuesday, January 20, 2026.

Respectfully Submitted,

**Lynn Viselli,
Recording Secretary**

Documents:

Consent Agenda:

Determination of Applicability: 7 Forest Drive, 4 Manning Way, 0 Blanchard Street, 58
Blanchard Street

Order of Conditions: 305 North Main Street

ANRAD: 0 and 58 Blanchard Street

Other: