

ANDOVER CONSERVATION COMMISSION MEETING MINUTES
VIA TELECONFERENCE

January 20, 2026

APPROVED

Conservation Members in Attendance:

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

Staff members present were Benjamin Meade, Conservation Agent.

Commissioners Absent: Commissioner Ruby Brown and Commissioner Stuart Rubin

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:

30 Burtt Road

Staff Recommendation: Continue

Public Hearing on an Amendment to an Order of Conditions issued to **P&G Gillette** 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 reconfiguration of the Burtt Road North Gate Entrance, upgrades to the stormwater management system, installation of a wood guardrail and landscaping at **30 Burtt Road**.

Mr. Meade presented this to the Commission. The proposed scope of work includes the reconfiguration of the Burtt Road North Gate entrance including removing a portion of the paved driveway; upgrades to the stormwater management system including construction of a bioretention area, deep sump and hooded catch basins, water quality swales, and proprietary water quality structures; removal of an 18' white pine tree; installation of a wooden guardrail; and landscaping improvements including seeding with a native Meadow Mix of any area altered during construction. There will be no work within the 25' buffer zone surrounding the BVW. No new pavement is proposed closer to the BVW than existing conditions and the reconfiguration will result in a decrease in impervious area of approximately 4,900 square feet. Staff recommends a peer review of the stormwater management system.

Greg Hochmuth reviewed the project with the Commission. The change will improve functionality and stormwater management. There will be no impacts to the BVW, and it meets the setbacks. He also reviewed the drainage improvements and bioretention area. The proposed

timber guardrail will be constructed outside the 25' buffer zone as a safety measure. The landscaping improvements were reviewed.

Chair Cooper asked for a motion. Commissioner Driscoll made a motion to continue for a stormwater peer review, it was seconded by Commissioner Greenwood and unanimously approved by

Rollcall vote:

F. Greenwood – yes

A. Driscoll - yes

J. Honea – yes

D. Cooper – yes

M. Chave – yes

**Town of Andover Conservation Commission
Wetland Protection Regulations Update
Present in Interest: Amy Ball, Horsley Witten Group**

Continued Public Hearing on the **Regulations Adopted by the Town of Andover Conservation Commission Pursuant to the Town of Andover's General By-Law for Wetlands Protection Sections, 4, 5, 7, 8, 10.**

Mr. Meade presented this to the Commission. This was continued from a first reading on January 6, 2026.

Amy Ball informed the Commission that 12 meetings have been held beginning in March 2023 and then paused while waiting for MA DEP to issue draft regulations, which have yet to be released. The working group decided to move forward with the updates.

A Table of Contents was added and the sections were updated.

Section 4 updates were reviewed and included edits to vegetated buffer zone and made the protection around vernal pools consistently 100 feet and streamlined some paragraphs. The removal of trees will require Conservation approval, and the performance standards were enhanced. The table on page 4 was updated.

The climate change language is aspirational and does not give the Conservation Commission more substantive regulatory power.

Definitions were made consistent as was the formatting. "Ordinary Maintenance" language was revised to state more than 50% is not considered ordinary maintenance. "Water Dependent Structures" was removed from definitions. Commissioner Greenwood asked why the language stating "lesser of 500 square feet or 50%" was removed. Discussion followed regarding how 50% was decided upon and the only concern of the Conservation Commission is that any part of the structure moving closer to the wetland boundary.

There were updates to tree removal within the buffer zone and updates to the performance standards for work within the buffer zone.

Stormwater standards have been updated and added language to match the states new numbers once they are released. This will impact how the Commission reviewed stormwater management systems and how they are constructed.

The section regarding waivers was updated and made more consistent.

It was agreed to continue this discussion on February 17, 2026, to further discuss the section pertaining to housing and the section pertaining to waivers.

CONSENT AGENDA:

Minutes – Approval of Minutes from January 6, 2026.

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

M. Chave - yes

DISCUSSION ITEMS:

Staff Update

104 Red Spring Road

A letter was sent requiring the property owner to cease all activities and contact Staff after we received reports of unauthorized work and tree removal potentially taking place in a jurisdictional and or Riverfront Area. The property owner’s son contacted the Conservation office and informed Staff that their contractor had spoken with Director Douglas over the summer and was provided specific instructions how to move ahead without encroaching into jurisdictional areas. A site visit was conducted on January 15th. All of the work is taking place outside of the wetland and Riverfront Area. The plan is to loam the area, seed it and add plantings with no further tree removal. Staff recommended stabilizing the exposed soil and adding erosion control to help prevent future issues that may impact areas of wetland jurisdiction.

Winterfest

Winterfest will be held February 1st from 11:00am to 2:00pm at Rec Park/Pomps Pond. We are working with the Rec Department and Youth Services and volunteers to make this another successful event.

Lightning Tree Site Visit

A site visit is scheduled for Friday, January 23rd at 9:00am at Lightning Tree to discuss the work plan. It will be posted and the Commission is welcome to attend.

The meeting was adjourned at 8:17pm by Motion of Commissioner Greenwood, seconded by Commissioner Driscoll and unanimously approved by Rollcall Vote:

F. Greenwood – yes

A. Driscoll - yes

J. Honea – yes

D. Cooper – yes

M. Chave - yes

The next meeting will be held on Tuesday, February 3, 2026.

Respectfully Submitted,

**Lynn Viselli,
Recording Secretary**

Documents:

Consent Agenda:

Determination of Applicability:

Order of Conditions: 30 Burtt Road

ANRAD:

Other: