



PLANNING BOARD

Town of Ayer

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Approved 8/28/2018

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AUG 29 2018

TOWN OF AYER
TOWN CLERK

2:35pm yf

Minutes of August 14, 2018 - Ayer Planning Board Meeting

Location: Great Hall, Second Floor, Ayer Town Hall

Meeting was recorded by APAC

Members Present: James Fay, Chair, Geof Tillotson, Vice-Chairman, Sue Kennedy, Clerk, Ken Diskin, Julie Murray

Also Present: Mark Archambault, Town Planner

Chairman Jim Fay called the meeting to order at 6:15 PM.

General Business

Approve the Agenda

At 6:15 PM Mr. Geof Tillotson made a motion to approve the agenda as presented. Mr. Ken Diskin seconded.

Discussion

Chairman Fay stated that there are two amendments to the agenda both CJ Moore' lots release and 186 Littleton Road will be removed from the agenda as requested.

At 6:16 PM Mr. Geof Tillotson made a motion approve the agenda as amended. Ms. Julie Murray seconded. No further discussion. (5-0-0)

Approval of Meeting Minutes from July 10, 2018

At 6:17 PM Mr. Geof Tillotson made a motion to approve the minutes from July 24, 2018 as written. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (5-0-0)

Lot Release Calvin Moore Lot 8 Nashua Street Ext

Present: Calvin Moore, Owner

Chairman Fay stated that the surety for the lot has been paid to the town in the amount recommended by DPW director Mark Wetzel.

At 6:19 PM Ms. Sue Kennedy made a motion to release lot 8 on Nashua Street Extension from the convent issued by the Planning Board. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (5-0-0)

Review, Site Plan – 228 Harvard Road Global

August 14, 2018 Planning Board meeting

Present: Thomas Gibbons, Attorney for owner, Jesse Johnson, Engineer Bohler Engineering, Timothy Letton, Traffic Engineer Greenman-Pedersen Inc. and David Avery, Dan Berry and Kevin Doyle all from Global and Jeff Bandini Nitsch Engineering

Mr. Tom Gibbons stated that the last time the group was before the Board to discuss the project was July 10th. Mr. Gibbons gave a brief description of the proposed project and stated that they have all seen and reviewed the comments from the DPW and the Board consultant Nitsch Engineering.

Chairman Fay asked Mr. Gibbons if needed would the applicant grant an extension for the approval of the Site Plan review.

Mr. Gibbons stated that he will ask his client but does not see any concern with allowing an extension.

Mr. Jesse Johnson stated that a sidewalk had been added to the plans pre request of the town and as a result of the meeting he had with the Department of Public Works. Mr. Johnson also stated that per the Conservation Commission's request some of the plantings will be changed.

Mr. Johnson went over the details of the sidewalk and changes to the plans on site to add the sidewalk.

The Board had a few questions regarding the sidewalk and there was a brief discussion on the sidewalk and the details.

Mr. Johnson asked were the Town would like to see the sidewalk end.

Chairman Fay stated that Markum Circle would be a good end point for the sidewalk.

Mr. Jeff Bandini from Nitsch Engineering went through his review of the traffic study for the Board and answered any questions they had.

Mr. Timothy Letton from Greenman-Pedersen Inc. stated that he will submit a response to Nitsch Engineering's review but went through with a few responses with the Board.

Chairman Fay opened the meeting to the public for comments.

Mr. Robert Hebb from the Woodlawn Cemetery Commission made a statement requesting that the Planning Board look at the property lines between the proposed gas station and the cemetery. MR. Hebb stated that the Cemetery Commission would like to see some kind of fencing along the property line.

Chairman Fay went over the items needed for the next meeting which include, final comments from DPW and revised plans showing sidewalk details and landscaping and fence along cemetery property line.

Mr. Johnson stated that he will have the revised plans to the Board when they are completed and will speak to the Cemetery Commission regarding what they would like to have along the property line.

The Site Plan Review is continued to the next Planning Board meeting no August 28th.

August 14, 2018 Planning Board meeting

Town Planner Update

Subdivision Regulations

Mr. Archambault stated that subcommittee working on the Subdivision regulations and are about half way reviewing them and should be bringing them to the Board for review in the fall.

Zoning Amendments

Mr. Archambault stated that he has been working on Zoning Amendments to bring to fall town meeting and should have those ready for public hearing soon in order to meet the warrant deadlines.

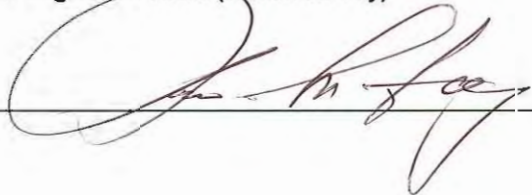
Meeting Adjournment

At 7:35 PM Mr. Geof Tillotson made a motion to adjourn. Ms. Julie Murray seconded. No discussion. The Board voted unanimously to adjourn. (5-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 8/28/18
Date

Planning Board Chair (James M. Fay)



A handwritten signature in dark ink, appearing to read 'J. M. Fay', is written over a horizontal line.