



PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

Tel: (978) 772-8218 | Fax: (978) 772-3017 | Planning@Ayer.MA.US

2016 OCT -3 PM 12:48

RECEIVED
TOWN CLERK
TOWN OF AYER
MWU Opland

Minutes of the September 22, 2016 Ayer Planning Board Subdivision Working Group Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: James Fay (JF), Geoff Tillotson (GT), Jen Gibbons (JG) and Mark Fermanian (MF).
were absent.

Others present: Mark Wetzel (DPW), Dan Van Schalkwyk (DPW), Ruth Rhonemus, Sandy Bean.

Chairman Jim Fay called the meeting to order at 6:10 pm.

Planning Board Updates

(JF) Whereas this meeting is a Working Group and a Quorum is not present, no votes will be taken and recording may not be necessary.

(JF) stated that Town Counsel has advised the Planning Board that Legal Notices and Abutters Notices for Site Plan Review are not required. The Board will adhere to this recommendation unless deemed necessary at "the discretion of the Board". (10) Sets of Plans will still be required from the applicant to distribute between departments for comment.

(JF) Reminded the Members present that the Mail Room is now locked and Sandy has a key.

(JF) Check in with Mark Wetzel (DPW) to make sure Plans at 32 E. Main St. were approved by the DPW. DPW is all set.

Subdivision Discussion

(JF) opened the discussion by inviting **Mark Wetzel (MW)** and **Dan Van Schalkwyk (DVS)** from Ayer Department of Public Works (DPW) to make comments and suggestions to a Draft Copy of the Subdivision Bylaws. The Draft Copy is copy taken from the Town website listed under the Planning Board. Documents from 1998 and approved revision copies from 2010 and 2011 have been consolidated into to one document.

(MW) commented on Granite Curbs and Lighting Requirements. After a brief discussion the Planning Board agreed that Granite Curbs should now be required and will differ decision on Lighting until (MW) and (DVS) have a chance to research and discuss the situation.

(MW) Will review sections under "Performance Guarantee. (MW) commented that a Bond or Covenant must be in place before any work is started. The Bond or Covenant will be set by the (DPW).

Page 2, Minutes of the September 22, 2016 Ayer Planning Board Subdivision Working Group Meeting

(DPW) may make changes to the "Road Cut" Bylaw that will affect the Subdivision Regulations. There will be further discussion.

(DPW) will review sections on Streets, Guard Rails, Drainage, Water, Sewerage, and Easements so that they are up to date with current requirements.

(MW) commented that the Town needs to make certain that Bonds, Permit Fees and any other associated fees are paid. There will be further discussion.

Public Input, Ruth R Rhonemus offered several comments during the meeting with reference to historical facts.

The next meeting will convene at 6 pm, October 20, 2016

(DPW) will have their comments back to the Planning Board the 2nd or 3rd week of October 2016 for review.

Meeting Adjournment

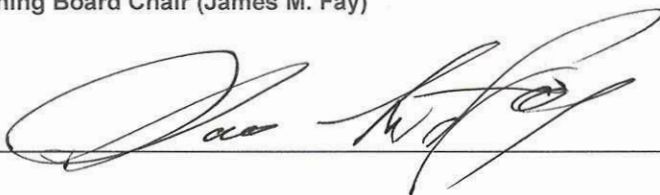
7:15 pm - (JF) suggested further comment be saved for the next meeting. Those in attendance decided unanimously to adjourn.

Minutes recorded and submitted by Sandy Bean, Administrative Coordinator

Planning Board Approval

10/3/16
Date

Planning Board Chair (James M. Fay)



RECEIVED
TOWN CLERK
TOWN OF AYER
2016 OCT -3 PM 12:48
