



Town of Ayer Planning Board

Ayer Town Hall – 1 Main Street – Ayer, MA 01432 – 978-772-8220 x 144

Minutes of July 25, 2023 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall, 1 Main Street

Meeting was recorded and then broadcasted on APAC



Members Present: Jonathan Kranz, Chairman; Ken Diskin, Vice Chairman; Geof Tillotson, Clerk; Julie Murray and Nathan King

Chairman Kranz called the meeting of the Planning Board to order at 6:15 PM.

General Business

Approve the Agenda

Chairman Kranz asked to add one item to the agenda for a brief welcome to the new Town Planner and thank you to all those that helped in the interim.

At 6:15 PM Mr. Geof Tillotson made a motion to approve the agenda as amended. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Welcome New Town Planner and Thank you

Chairman Kranz welcomed Mr. Danny Ruiz, Town Planner, to the Town and his first Board meeting and thanked him for the work he has done so far including a meeting schedule and submission deadline sheet.

Chairman Kranz also wanted to thank everyone in Town Hall for their help while the Board was without a Planner.

Easy Street HOA

Town Planner, Danny Ruiz, informed the Board that the Easy Street Homeowners Association voted to terminate the HOA. Mr. Ruiz mentioned that in order to terminate the HOA there are a few items that need to be met in order to complete. One, at least 80% of the residents of Easy Street need to consent, which was met. Second, the road needs to be accepted, which it was in 2013. Lastly, all the easements need to be taken over by another entity. The Department of Public Works has agreed to take over all easements and has started maintaining them. The last item is for the Board to vote to grant the termination of the HOA.

At 6:20PM Mr. Geof Tillotson made a motion to grant the termination of the Easy Street Homeowners Association. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (5-0-0)

Devens Study Committee Creation

Mr. Geof Tillotson gave a brief presentation on the creation of Devens and the Devens Enterprise Commission. Mr. Tillotson stated that at the last Select Board meeting the Board voted to create the Deven Study Committee for the future of Devens and requested letters of interest to serve on the Committee. Mr. Tillotson stated that there was a lot of interest and would like to serve as the Planning Boards representative to the Devens Study Committee and needed a vote from the Board to do.

At 6:28 PM Chairman Kranz made a motion to nominate Mr. Geof Tillotson as the Planning Board's representative on the newly formed Devens Study Committee. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Board Discussion

Recommendation on Future Planning Dept. and Board Projects

Mr. Ruiz stated that Mr. Mark Archambault had drafted a list of recommendations for future projects before he left. Mr. Ruiz stated that he has reviewed the list and added some comments and recommendations of his own on future projects for the Planning office to review and work on.

Mr. Ruiz went over the list of 12 different items including review of regulations, bylaws, creation of minor site plan requirements and applications, adopting the Mullins Rule, reviewing the Fee Schedule, and other reviews on all applications, bylaws and regulations.

There was some discussion on each of the 12 items and which ones to prioritize.

Project Status Update

Panther Place

Mr. Ken Diskin mentioned that he noticed recently that there has been some stormwater collecting in the cul-de-sac areas of the Panther Place subdivision and mentioned that the project may need to be inspected.

Adjourn

At 7:16 PM Mr. Geof Tillotson made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (5-0-0)

Minutes recorded and submitted by Heather Hampson, Conservation Agent

Planning Board Approval _____
Date

Planning Board Chairman (Jonathan Kranz)


