



PLANNING BOARD

Town of Ayer

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2016 OCT 11 PM 6:22

Minutes of the September 1, 2016 Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: Jim Fay (JF), Jennifer Gibbons (JG), and Geoff Tillotson (GT). **Member Absent:** Mark Fermanian

Others Attending: Alan Manoian, director of community and economic development

Chairman Jim Fay called the meeting to order at 6:03 pm.

The Board then voted unanimously to amend the agenda by postponing the discussion for "review/amendment of the Global Montello site plan" (They will come when they are ready), and to approve the amended agenda following a motion by GT and a 2nd by JG.

Approve minutes from August 4, 2016 Board Meeting:

MOTION: GT moved and JG 2nd a motion to accept the minutes from the August 4, 2016 meeting, as written, and the Board voted to accept the minutes **(In favor, 2/0/1 with GT abstaining as he did not attend that meeting).**

Woodland Way: Signing Mylars of Phase 5 Pingry Hill (Stephen Mullaney, P.E.):

Concerning the modification of the subdivision plan now known as Woodland Way (formerly known Ridgeview Heights), the Public Hearing was closed August 4, 2016, the 20-day-appeal period was expired; so the Board Members signed the Mylars.

MOTION: GT made a motion to authorize the Chair to sign and notarize the modified Subdivision Covenant dated April 14, 2016 (that was approved by the PB August 4, 2016) for the Trustees of Ridgeview Realty Trust. The motion was 2nd by JG and the Board voted unanimously **(3/0 in favor)**. These actions marked the end to a process that began 18 years ago.

Ed Starzec: Devens Super Town Meeting Presentation:

Ed Starzec, real estate project manager for MassDevelopment, and Thatcher Kezer III, Senior Vice President, Devens, came before the Board to talk about plans to hold a Super Town Meeting (STM) October 24, 2016, and to answer questions regarding the warrant article that will be presented for a vote. The STM article will propose a zoning change redrawing the boundaries and buffer zones between existing residential and commercial (Innovative technology and business) zones to create an attractive site for a bio-technology facility. Such an installation would foster high-level job creation and serve to stimulate the economic health of the area. A similar proposal was presented last year and failed to gain Harvard's approval (Article I Devens—Revisions to the Devens Zoning By-Laws, Devens Zoning Map, and Devens Reuse Plan—Expanding the Innovation and Technology Business Zone filed with minutes).

Administrative Site Plan Review, 32 W. Main Street, Aaron Jeanson:

The applicant presented a plan to expand a parking lot to offer eight parking spots to service an existing four-unit property.

MOTION: GT moved and JG 2nd a motion to approve the site plan dated August 4, 2016, stipulating that the parking area be paved, and there be a designated area for snow removal. The Board voted unanimously to approve the motion **(3/0 Affirmative)**. The applicant will give the Board 10 copies by Wednesday (September 7, 2016).

Ayer Solar I, LLC Surety Bond:

Ayer Solar has not yet drawn any permits pending the endorsement of the letter of credit which has been approved by the Cambridge Saving Bank to cover the costs associated with the decommissioning of the project. Once the letter is endorsed, it will be reviewed by counsel and given to the BOS for approval.

MOTION: JG motioned to accept and endorse the Town of Ayer Decommissioning Letter of Credit Agreement between the Town of Ayer and Kearsarge Ayer LLC in the amount of \$37,500. GT 2nd, and the Board voted unanimously (Affirmative 3/0) to accept the letter. After the vote was taken, the Members signed the letter, and it will be given to the Selectmen for their approval. A copy of this agreement is submitted with these minutes.

1 Nemco Way—Administrative site plan review—Paul Hutnak:

The applicant, Catania Spagna, presented plans showing a restructure of the site to better facilitate the movement of traffic on the site by better accommodating queues of trucks, and by separating employee parking areas from truck traffic. The DPW has not had an opportunity to do a site review, and this needs to happen before the Board will take a vote. The other question before the PB is to determine if the changes require a full-blown public hearing. AM asked if there were any plans to do any landscaping of the area.

MOTION: GT moved, JG 2nd and the Board voted unanimously (**Affirmative 3/0**) to hold a public hearing at the next meeting of the Planning Board, October 6.

Planning Board Updates:

Director of Community & Economic Development Alan S. Manoian: A brief update on MRPC and MJTC:

- The Montachusett Joint Transportation Committee (MJTC) has approved its Transportation Improvement Plan (2017-2021) which outlines funding for several phases but the only project listed for the Town of Ayer is a mention of Route 2A which appears in the appendix with no funding attached to it. This report is available on-line.
- The Parking Project: The town has been meeting with Montachusett Regional Planning Commission (MRPC) and Montachusett Regional Transportation Authority (MART) and has chosen Weston & Sampson as the design & engineering consultant on the \$4 million project. There will be a series of open and public design charrettes and the series of Walking Tours is preparing people to participate.
- The MRPC has recently completed its *Economic Impact of Devens, MA*, and AM urged the Board Members to go on-line and read it. AM said he believes Ayer needs to complement, rather than compete with Devens, and cited night-life and quality-of-life as two values that complement the economic development of Devens.
- AM told the Board it is vital to have a representative on the MJTC. AM agreed to serve as an interim PB representative until another member joins the PB, and JF agreed to write a letter confirming his interim appointment.
- AM said he attended a Montachusett Metropolitan Planning Organization (MPO) meeting on Tuesday, and they were talking about funding a bus shuttle to service Ayer, Devens, and Shirley.
- AM talked about the importance of integrating general landscape design standards into its site plan protocols and agreed to research and provide the Board with examples for its review and consideration.

Next meeting:

- The next regular meeting will convene at 6 pm October 6, and Judi Barrett has asked to be first on the agenda. AM said he would like to do a presentation for the Board and for Ms. Barrett on Form-Based Codes at that meeting. The Board would also like to sit down with AM to review its site-plan review process.

- The next Working Group Meeting, scheduled to convene at 6 p.m. Thursday, September 22nd in the first-floor meeting room, will continue to work on the procedures manual and subdivision website information.

Meeting adjournment

At 8:45 pm GT motioned to adjourn the meeting and JG 2nd. The Board voted unanimously to adjourn (3/0).

Minutes recorded and submitted by Jane Morriss

Planning Board Approval Date 10/6/2016

Planning Board Chair: _____



(Jim Fay)