



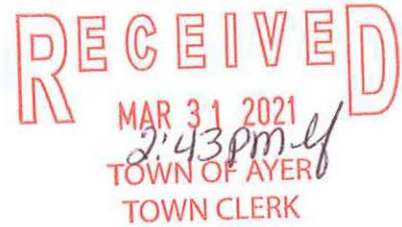
PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 3/23/2021



Minutes of February 23, 2021 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall via Zoom

Meeting was recorded and broadcast by APAC

Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; Jonathan Kranz, Clerk; Julie Murray and Nathan King (all participating remotely)

Also Present: Mark Archambault, Town Planner

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

At 6:15 PM Chairman Tillotson read aloud the COVID-19 Emergency Order from Governor Baker allowing for remote participation meetings.

General Business

Approve the Agenda

At 6:16 PM Mr. Jonathan Kranz made a motion to approve the agenda as presented. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Discussion – Peter DeCarolís Littleton Road Bond

Present: Peter DeCarolís, owner of Littleton Road Subdivision Attorney Paul Alphin and Barbara Tierney, Town Treasurer

Mr. Mark Archambault gave the Board a brief history of the project stating that a covenant was put in place and as part of that decision building permits cannot be issued until a surety is put into place and the covenant has been released. Mr. Archambault stated that over the last few weeks he has been working with Mr. Peter DeCarolís and the Town Treasurer, Barbara Tierney to set up a form of surety to release the covenant which has been completed.

Attorney Paul Alphin stated that he is Mr. Peter DeCarolís' attorney and thanked Ms. Tierney and Mr. Archambault for their work in getting the surety ready for this evening meeting. Mr. DeCarolís has secured a letter of credit from Enterprise Bank for the amount that was given to him from Superintendent of the Department of Public Works, Mark Wetzel. The amount that Mr. Wetzel come up with to complete the roadway and associated stormwater and other utilities was \$313,973.30.

At 6:32 PM Mr. Ken Diskin made a motion to approve the \$313,973.30 as stated in Mr. Mark Wetzel memo to the Planning Board dated January 11, 2021 as surety for the roadway and associated utilities for the subdivision off Littleton Rd. Ms. Julie Murray seconded. No discussion. Vote to approve by roll

call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

At 6:33 PM Mr. Jonathan Kranz made a motion to approve the letter of credit dated February 23, 2021 for the approved amount as a form a surety for the subdivision known as John Carrol Reserve. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

At 6:34 PM Mr. Jonathan Kranz made a motion to release all 19 lots within the approved subdivision known as John Carrol Reserve due to the approval of the Letter of Credit being established for surety. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Continued Public Hearing Special Permit 14 Washington Street

At 6:42 PM Mr. Jonathan Kranz made a motion to continue the public hearing for the special permit at 14 Washington Street to the next Planning Board meeting on March 9, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Continued Site Plan Review 14 Washington Street

At 6:43 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 14 Washington Street to the next Planning Board meeting on March 9, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Town Planner Update

Mr. Archambault stated that he received a request from Alicia Hersey, Program Manager for the Office of Economic and Community Development, for a joint meeting of the Planning Board and the Select Board to review the Housing Production Plan. The joint meeting will be on Tuesday March 2nd at 6:00 PM.

Mr. Ken Diskin gave the Board a brief background on the development of the Housing Production Plan as a member of the Affordable Housing Committee, stating that the town received a grant from the state to have MRPC draft the plan. Mr. Diskin stated that both the Planning Board and the Select Board need to vote to approve the plan which will allow the town to apply for more grants.

Mr. Archambault will post an agenda for March 2nd at 6:00 pm for a joint meeting with the Select Board for the review of the Housing Production Plan.

Mr. Archambault stated that he sent an email to Mr. Wayne Feiden for his presentation to the Board at the last meeting. Mr. Archambault asked the Board if there are any other trainings they would like to see in the future.

Mr. Diskin stated that he would like a training on Natural Heritage Endangered Species Program.

Mr. Archambault finished his Town Planner Update informing the Board that there will be a public hearing at the next meeting for the density bonuses for the 0 Washington Street Subdivision and a public hearing for a special permit and site plan review for 2 Sandy Pond Rd, McDonalds for revisions to the existing drive thru.

Administrative Announcements

Old Business

Mr. Diskin asked for an update to the project list that was given to the Board a few months ago. Mr. Diskin stated that he would like to see the approved project list updated every few months showing the status of approved projects by the Board.

New Business

Chairman Tillotson gave the Board an update on the Greenways project that he is involved with that is working to connect bike trails throughout several different communities including Ayer.

Minutes from January 26, 2021

At 7:02 PM Mr. Jonathan Kranz made a motion to approve the minutes of January 26, 2021 as written. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Minutes from February 9, 2021

At 7:02 PM Mr. Jonathan Kranz made a motion to approve the minutes of February 9, 2021 as written. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; and Chairman Geof Tillotson aye, Mr. Ken Diskin abstained.

Meeting Adjournment

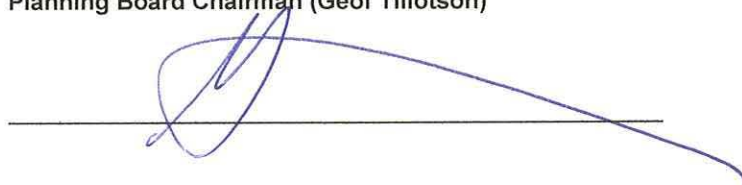
At 7:08 PM Mr. Jonathan Kranz made a motion to adjourn. Ms. Julie Murray seconded.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

3/23/2021
Date

Planning Board Chairman (Geof Tillotson)



A handwritten signature in blue ink, appearing to be 'Geof Tillotson', written over a horizontal line.