

PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 6-22-2021

Minutes of June 8, 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; and Nathan King (all participating remotely)

Also Present: Mark Archambault, Town Planner

Absent: Julie Murray

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

At 6:15PM 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. Mr. Ken Diskin seconded. Chairman Tillotson mentioned that a vote will be taken under new business for a Planning Board representative to the Montachusett Regional Planning Commission. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Mr. Ken Diskin, aye, and Chairman Tillotson, aye.

Public Hearing, Definitive Subdivision, Washington Street, Panther Place

Public Hearing, Stormwater Management Permit, Washington Street, Panther Place

Site Plan Review, Ayer Zoning Bylaw Section 9.6, Land Clearing and Grading, Washington Street, Panther Place

Present: Larry Beals Bryan Sutherlin and Ben Enos, from Beals Associates, Attorney Alex Parra, Mr. Joseph Levine, Northeast Development and several area residents.

At 6:17 PM Mr. Jonathan Kranz made a motion to open the public hearing for the Definitive Subdivision, Stormwater Management permit and the Site Plan Review per Section 9.6 for land clearing for 0 Washington Street for the development known as Panther Place. Mr. Nathan King seconded. No discussion. Roll call vote to approve: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye, and Chairman Tillotson, aye.

Mr. Larry Beals shared his screen to show a presentation for the second hearing. The presentation went over the location of the project and an overall recap of the entire project. Mr. Beals went over the open

space that will be part of the development which includes 11.5 acres of land with trails and deeded access. One question from the last meeting asked how much of the open space falls within the new drainage and utility easements. Mr. Beals said that the projects' open space represented 52.5% of the project; even if the drainage and utility easements were excluded from the calculation, the project still meets the 50% requirement.

Mr. Beals went over other items from the last meeting including the Department of Public Works comment to move the sidewalk to the westerly side of the subdivision. Mr. Beals stated that they will make that change on the plans. There were other comments from the DPW letter dated May 21st that Mr. Beals stated that they will be addressing in the revised plans and are mentioned in their comment letter to the DPW dated June 4th.

The Board had some questions and comments regarding the proposed rain garden and other stormwater management items on the plans.

Mr. Beals went over some of the details for the stormwater management infrastructure that will be located throughout the subdivision.

Mr. Nathan King asked who would maintain the stormwater system and if there was a plan on file.

Mr. Beals stated that there is an Operations and Maintenance plan for the Stormwater Management system and will be the responsibility of the Homeowners Association to maintain.

Mr. Jonathan Kranz had a question regarding the snow storage/removal for the subdivision.

Chairman Tillotson stated that was also one of DPW's comments.

Mr. Beals stated that they are working on a plan that will show where the snow will be plowed to and if there is significant snow fall the snow will have to be removed from the site.

Mr. Ken Diskin had a few comments regarding the DPW comment regarding the sewer pump station design and had a few comments regarding the trail system on site.

Mr. Beals addressed Mr. Diskin's comments regarding the sewer pump station and is working on the plans for the station. Mr. Beals also took Mr. Diskin comments regarding the trails on site under advisement.

Mr. Mark Archambault stated that at the next meeting the Board should focus on the DPW's comment regarding site lines at the entrance of the subdivision.

Mr. Beals stated that the traffic engineer is drafting a response to the DPW comments on the site lines for the entrance.

Mr. King stated that he would like to see a plan showing the 24" trees on the subdivision as stated in the preliminary subdivision approval along with a table on the plan.

Mr. Beals stated that with the reduced lot sizes due to the OSRD requirements for open space listing additional trees to save is a difficult task.

Mr. Joseph Levine stated that the lots, with their reduced size, will be tight to build on; listing trees to save will be difficult since plans can change on site during construction. Mr. Levine assured the Board that if he can save a tree, he will but can not state at this time which ones will be kept; and which will be cut down on an individual lot.

There was a brief discussion regarding any plans showing the 24" trees and the keeping or removing of trees on site.

Attorney Alex Parra requested that the Board complete their review and close the hearings by July 13th.

Mr. Archambault stated that as long as the Board and the DPW receives the revised plans in time to review the Board should be able to act on the applications at the July 13th meeting.

At 7:30 PM Mr. Jonathan Kranz made a motion to continue public hearing for the Definitive Subdivision for Panther Place to the next Planning Board meeting on June 22, 2021. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye, and Chairman Tillotson, aye.

At 7:30 Mr. Jonathan Kranz made a motion to continue the public hearing for the Stormwater Management Permit for Panther Place to the next Planning Board meeting on June 22, 2021. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye, and Chairman Tillotson, aye.

At 7:32 PM. Mr. Jonathan Kranz made a motion to continue the Site Plan Review under Section 9.6 for land clearing for Panther Place to the next Planning Board meeting on June 22, 2021. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye, and Chairman Tillotson, aye.

Town Planner Update

Mr. Archambault mentioned that in person meetings will resume for the next Planning Board meeting as the Governors State of Emergency expires on June 15th. Mr. Archambault said once all the guidelines are sent from the Town Managers office, he will forward them to the Board.

The Open Space Residential Development review committee will meet again on June 10th to review the OSRD Bylaw for any changes that need to be made.

Board Reorganization

At 7:45 PM Mr. Ken Diskin motioned to nominate Mr. Geof Tillotson for Chairman of the Ayer Planning Board for another term. Mr. Jonathan Kranz seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; and Mr. Ken Diskin, aye; Mr. Geof Tillotson abstained.

At 7:48 PM Mr. Geof Tillotson motioned to nominate Mr. Ken Diskin as Vice-Chairman of the Ayer Planning Board for another term. Mr. Jonathan Kranz seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye, and Mr. Geof Tillotson, aye.

At 7:49 PM Mr. Ken Diskin made a motion to nominate Mr. Jonathan Kranz as Clerk of the Ayer Planning Board for another term. Mr. Nathan King seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Mr. Geof Tillotson, aye and Mr. Jonathan Kranz, aye.

Appointment to Montachusett Regional Planning Commission (MRPC)

Chairman Tillotson stated that the Board needed to appoint a member of the Planning Board to serve as the representative for the Town of Ayer to MRPC. Chairman Tillotson gave a brief background on what MRPC does for the region.

Mr. Archambault stated that MRPC meets once a month at their office in Leominster.

Mr. Jonathan Kranz volunteered to be the representative for the Board.

Chairman Tillotson volunteered to be the alternate representative for the Board.

At 7:56 PM Mr. Ken Diskin made a motion to nominate Mr. Jonathan Kranz to represent the Ayer Planning Board at the Montachusett Regional Planning Commission. Chairman Tillotson seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Chairman Tillotson, aye and Mr. Jonathan Kranz, aye.

At 7:57 PM Mr. Nathan King made a motion to nominate Chairman Tillotson as the alternate representative of the Ayer Planning Board at the Montachusett Regional Planning Commission. Mr. Jonathan Kranz seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson aye.

Old Business

Chairman Tillotson mentioned to the Board that there still has not been any answer from the Town of Harvard regarding the Town line.

New Business

Chairman Tillotson mentioned to the Board that the Stratton Hill Subdivision off of Wright Road should be coming into the Planning Office soon.

Mr. Archambault stated that the subdivision has been submitted and will be heard at the July 13th meeting; plans are available for Board members to review.

Approval of Meeting Minutes May 25, 2021

At 8:10 PM Mr. Jonathan Kranz made a motion to approve the minutes from May 25, 2021, meeting as presented. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

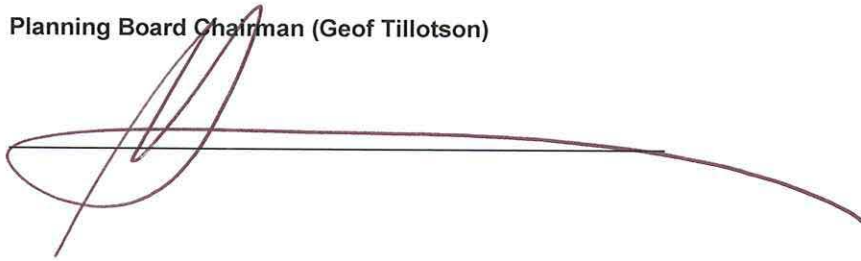
Meeting Adjournment

At 8:12 PM Mr. Jonathan Kranz made a motion to adjourn. Mr. Nathan King seconded. No discussion. Unanimous vote to approve.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 6/22/2021
Date

Planning Board Chairman (Geof Tillotson)

A large, stylized handwritten signature in dark ink, likely belonging to Geof Tillotson, written over a horizontal line.

RECEIVED
JUN 28 2021

TOWN OF AYER
TOWN CLERK

8:30am
