



PLANNING BOARD

Town of Ayer

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Approved 11/9/2021

Minutes of October 26 2021 - Ayer Planning Board Meeting

Location: via Zoom

Meeting was recorded and then broadcasted on APAC

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

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 notice allowing for remote participation meetings as stated on the posted agenda.

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.

Discussion: Chairman Tillotson requested that the Board move the continued Site Plan Review for 99 Fitchburg Road to the beginning of the meeting.

Vote to approve with the amendment by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Covenant and Bond Releases – None

Continued Site Plan Review, 99 Fitchburg Rd.

Mr. Mark Archambault stated that due to the weather the site visit that was scheduled for this morning was cancelled. Mr. Archambault sent an email to the applicant's representative, board members and other interested town departments to see what day works best for everyone and Monday November 1st at 9:00 works best for the majority. Mr. Archambault mentioned that since the site visit was canceled the applicant requested that the site plan review be continued to the next meeting.

At 6:19 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 99 Fitchburg Road to the next Planning Board meeting on November 9, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Continued Public Hearing, Definitive Subdivision, Wright Road Stratton Hill

Continued Public Hearing, Stormwater Management Permit, Wright Road, Stratton Hill

Continued Site Plan Review, Ayer Zoning Bylaw Section 9.6, Land Clearing and Grading, Wright Road Stratton Hill

Present: There were no applicant representative present at the time of the meeting

Mr. Archambault stated that the Planning office received a letter from Attorney Bob Collins requesting a continuance to the Planning Boards first meeting in December.

Mr. Nathan King read into the record the letter sent by Attorney Bob Collins.

At 6:24 PM Mr. Jonathan Kranz made a motion to continue the Public Hearing for the Definitive Subdivision, Stratton Hill on Wright Road to the Planning Boards next meeting on November 9 ,2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

At 6:24 PM Mr. Jonathan Kranz made a motion to continue the Public Hearing for the Stormwater Management Permit for Stratton Hill subdivision on Wright Road to the Planning Boards next meeting on November 9, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

At 6:25 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for Stratton Hill off Wright Road to the Planning Boards next meeting on November 9, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Continued Public Hearing, Special Permit, 14 Washington St

Continued Site Plan Review, 14 Washington St

Mr. Archambault stated that the Planning office received a letter from GPR, Inc. requesting to withdraw both the site plan and special permit for 14 Washington without prejudice.

Mr. Jonathan Kranz read aloud the letter submitted by Mr. Cal Goldsmith from GPR, Inc. requesting the withdrawal without prejudice into the record.

At 6:27 PM Mr. Jonathan Kranz made a motion to accept the request to withdraw without prejudice the Site Plan and Special Permit Applications for 14 Washington Street as requested. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

At 6:30PM Mr. Jonathan Kranz made a motion to close the public hearing for the Special Permit for 14 Washington Street. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

At 6:30 PM Mr. Jonathan Kranz made a motion to close the Site Plan Review for 14 Washington Street. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Discussion, Athletic Field Project at Ayer Shirley Regional High School.

Present: Mark Wetzel, Department of Public Works and Jonathan Chadwick from Activitas architect firm.

Mr. Mark Wetzel stated that he wanted to meet with the Board to go over the proposed athletic field project at the high school. Mr. Wetzel mentioned that he has been working on the project not as the DPW Director, but as an appointee to oversee the subcommittee for the project. Mr. Wetzel introduced the architect that has been working on the design for the fields.

Mr. Jonathan Chadwick from Activitas had a brief presentation for the Board which went over the existing conditions on the fields and the proposed changes. The proposed changes to the fields include a new turf field, making the grandstand and announcers booth ADA complaint, new concession stand, changes to the entrance and emergency access to the fields as well as enlarging the baseball field and soccer field and upgraded lights.

Mr. Jonathan Kranz asked what part of the project will be the most challenging.

Mr. Chadwick stated that the grandstand and announcers booth most likely will need the most engineering due to the small footprint size and ensuring ADA compliance.

Mr. Chadwick went over the timeline for the project which should be coming before the Board for Site Plan Approval in November/December then go to bid in February with construction starting in the Spring and ending in the Fall in hopes to only disrupt two sport seasons.

Mr. Wetzel addressed plans to place an irrigation well on-site or to tie into town water for irrigation. If the irrigation is on the town system, there will be watering restrictions in place along with a special rate.

Chairman Tillotson asked if the proposed lighting will be reducing the number of lights.

Mr. Chadwick stated that the current fields have 8 lights, and they are planning to install only 4.

Mr. Kranz asked if the project would need to go to the Conservation Commission for approval.

Mr. Wetzel stated that they are not working within any buffer zones or wetlands.

Mr. Archambault asked if there would be any tree clearing to enlarge the baseball field outfield and soccer field.

Mr. Chadwick mentioned that there would be some clearing and will have that on the site plan application.

Mr. Diskin had a few questions about the irrigation system for the fields.

There was a brief discussion on the irrigation system for the fields, and the use of the fields.

Town Planner Update

Mr. Archambault stated that a letter was received by an abutter to the Stratton Hill project that with many comments, questions, and concerns. Mr. Archambault stated that he felt it would be best to call the abutter that sent the letter to address their many questions and comments before the project comes before the Board again on December 14th. Mr. Archambault also mentioned that he would like to have a brief discussion at the next meeting regarding the hiring of consultants for the Stratton Hill project.

Chairman Tillotson stated that he has also discussed with the DPW the idea of hiring consultants for the Stratton Hill project and other larger projects that come before the Board.

Old Business

Light Industrial Zone – Lot Size

Mr. Diskin stated that he spoke Mr. Charlie Shultz, Zoning Enforcement Officer/Building Commissioner and he confirmed that the lot size is 20,000 sq.ft. for the Light Industrial Zone, not 120,000 sq.ft. as mistakenly listed in the Bylaw table.

Airbnb/Short Term Rentals

Chairman Tillotson stated that he still has not found any other town with Short Term Rental Bylaws but will keep looking and working on something for the Board to review in the future.

MRPC

Mr. Jonathan Kranz asked the Board when they would like Mr. Glen Eaton from MRPC to come to a meeting to discuss all the items MRPC can offer the Board.

Meeting Adjournment

At 7:20 PM Jonathan Kranz made a motion to adjourn. Mr. Nathan King seconded. No discussion. No discussion. Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Ms. Julie Murray, ay; Mr. Ken Diskin, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval _____

11/9/2021
Date

Planning Board Chairman (Geof Tillotson)



RECEIVED
NOV 17 2021

TOWN OF AYER
TOWN CLERK

