



PLANNING BOARD
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PLANNING BOARD MINUTES

July 16, 2010
Ayer Town Hall
1 Main Street
Ayer, MA. 01432

In attendance: Ms. Jennifer Gibbons (Chair), Mr. Glenn Garber (V. Chair), Mr. Peter Johnston & Mr. Mark Fermanian
Susan Sullivan/Office Manager

General Business:

8:30AM Jennifer Gibbons-Chair called the meeting to order.

Scope of service... (Dated July 2, 2010)

1. Perform a site inspection.
2. Review the design plans for conformance with the Town of Ayer Subdivision Regulations.
3. Review drainage design and calculations.
4. Prepare a draft review report for submission to the design engineer.
5. Prepare a review report for submission to the Planning Board.
6. Meet with the following town departments as required:
 - a. Planning Board
 - b. DPW
 - c. Conservation
 - d. Fire
 - e. Police
7. Meetings with applicant and design engineer.
8. Meeting with Planning Board at Public Hearings.
9. Obtain the services of other specific consultants as required if the technical issue(s) are beyond the expertise of Hamwey Engineering, Inc.

Fees: Items 1-5 \$3500 Items 6-8 \$125/hour Additional fees will be required for Item 9 and for the review of additional information and/or revised plans and documents.

Mr. Hamwey explained the scope. He will eventually need more design work to be shown.

Mr. Hamwey feels this scope is sufficient as he states specifically: "Additional fees will be required for Item 9 and for the review of additional information and/or revised plans and documents". He feels this covers any additional cost required, from the proponent, if the project scope exceeds his initial contract.

