



PLANNING BOARD

Town of Ayer

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Approved 11/2/2017

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TOWN OF AYER

2017 NOV 17 AM 10:43

Minutes of the October 5, 2017 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: James Fay, Chair, Geof Tillotson, Sue Kennedy and Mark Fermanian, Clerk arrived at 6:20 PM

Also Present: Mark Archambault, Town Planner

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

General Business

Approve the Agenda for the meeting. Jim Fay requested that the Agenda for October 5, 2017 be approved.

At 6:16 PM Mr. Geof Tillotson moved to accept the agenda, Ms. Sue Kennedy seconded. No discussion. Unanimous vote to accept. (3-0)

Minutes from September 7, 2017

Mr. Tillotson had a minor grammatical correction to the minutes.

Ms. Kennedy had a correction to the minutes as well and requested that part of a discussion be taken from the minutes.

At 6:22PM Mr. Mark Fermanian made a motion to approve the minutes as amended. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0)

Planning Board Vacancy

Chairman Fay stated that Ms. Jennifer Gibbons had sent a letter of resignation to the Board of Selectmen, Town Clerk and the Planning Board. In order for the Board of Selectmen to post the vacancy the Board needs to take a vote to formally request the Selectman post the Planning Board vacancy.

At 6:24 PM Mr. Mark Fermanian made a motion to request the Board of Selectman post the vacancy for the Planning Board. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0)

Accounts Payable

Chairman Fay stated that the Board needs to vote to approve 2 invoices from W.B. Mason for office supplies for the Planning Board office.

At 6:25 PM Mr. Mark Fermanian made a motion to approve and pay two W.B. Mason invoices for \$34.59 and \$4.59. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0)

Administrative Items

Chairman Fay stated that he received a letter from an Ayer resident with concerns regarding movies studios filming in town. Chairman Fay wishes to add this to the agenda of a future meeting for discussion.

At 6:30 PM Mr. Mark Fermanian made a motion to place the discussion of movie studios on a future agenda. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0)

Town Planner Update

Mr. Mark Archambault handed out to the Board members a memo introducing himself and to describe the projects that need to be addressed over the next few months. Mr. Archambault stated that he will give the Board more detail on the items the Board needs to address at the next meeting.

Discussion, Special Meeting

Chairman Fay stated that the Board of Selectman have requested that the Planning Board hold a Public Hearing on October 19th for a warrant article for Town meeting for recreational marijuana retailers zoning.

At 6:37 PM Mr. Mark Fermanian made a motion to hold a public hearing on October 19th for recreational marijuana retailers zoning. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0)

Public Hearing, Proposed Revisions to Ayer Zoning Bylaws

Present: Judi Barrett, Barrett Planning Group

At 6:39 PM Mr. Mark Fermanian read aloud the public hearing notice opening the public hearing for proposed revisions to the Ayer Zoning Bylaws.

Chairman Fay stated that in order to include a solar bylaw and to allow Mr. Archambault, the new Town Planner, time to review the Bylaws the Board of Selectman have asked the Planning Board to postpone adopting the revisions till spring. Chairman Fay stated that with the hearing opening tonight the Board has a deadline of March 19th to act on the revisions.

Ms. Kennedy stated her concerns in having some items such as solar be separate articles at the town meeting.

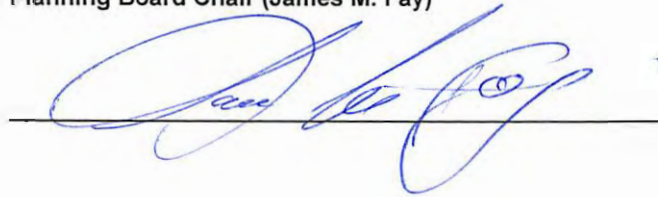
Ms. Judi Barrett went through a PowerPoint presentation on the proposed revisions of the zoning bylaw and a history of the revisions of the Zoning Bylaws.

Ms. Barrett stated that going forward the Board needs to look at procedures and policies to eliminate any confusion with other departments in the future.

Approved 11/2/2017

Planning Board Approval 11/2/17
Date

Planning Board Chair (James M. Fay)

A handwritten signature in blue ink, appearing to read "James M. Fay", is written over a horizontal line. The signature is stylized with large loops and a trailing flourish.