

PLANNING BOARD 1 MAIN STREET AYER, MA 01432 PHONE: 978-772-8218 FAX: 978-772-3017

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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.

Planning Board will be conducting a Site Walk on August 5th at 7:00 AM meeting at the VOA/ Nashoba Park. Susan Sullivan (Office Manager) to notify Dan Nason (DPW) and Steve Mullaney (Engineer) of meeting and ask that Mr. Mullaney notify the abutters by mail.

Glenn Garber Motioned to accept the initial scope from Hamwey Engineering, sighting the scope letter of 7/2/10 to conduct an initial plan review as submitted to date.

Mark Fermanian 2nd

VOTE 4-0

All in Favor

Glenn expressed concern with the legal aspects of the project. Board expects to incur legal costs for review.

Glenn Garber Motioned that the Planning Board request of applicants; the right to incur reasonable legal advice and the costs associated with it to help respond to the legally related issues in the application submission of July 8th, 2010

Mark Fermanian amended: Applicant will pay for these reasonable expenses with a retainer of \$5,000.00 to cover the engineering and legal costs.

Peter Johnston 2nd

VOTE 4-0

All in Favor

Jennifer and Glenn to draft letter to proponent.

Mark Fermanian motioned to adjourn.

Peter Johnston 2nd

VOTE 4-0

All in Favor

Adjourn