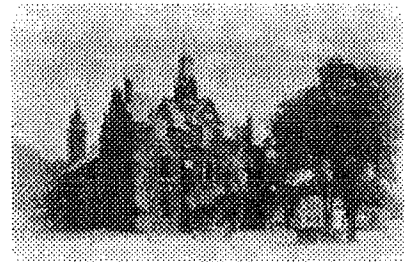


**Town of Ayer**  
**Board of Selectmen**  
**Town Hall, First Floor Meeting Room**  
**Ayer Massachusetts, 01432**



**Selectmen's Meeting**  
**Tuesday, October 7, 2008**  
**Ayer Town Hall, 1<sup>st</sup> Floor meeting Room, Main Street, Ayer, MA**

**Meeting date: 10-7-08**

Present:

Carolyn McCreary, Chairman (Ms. McCreary)	X	Cornelius F. Sullivan, Vice-Chairman (Mr. Sullivan)	X
Richard D. Gilles, Clerk (Mr. Gilles)	X	James Fay, Member (Mr. Fay)	X
Gary J. Luca, Member (Mr. Luca)	X	Shaun Suhoski, Town Administrator (Mr. Suhoski)	X
Janet Lewis, Secretary (Mrs. Lewis)	X		

**Meeting Called to order at 7:15p.m.** by Chairman McCreary in open session.

Chairman McCreary requested the Board amend the Agenda to add one (1) item- citation for Ed & Penny Kelley upon their retirement. Motion to Approve made by Selectman Luca 2<sup>nd</sup> by Selectman Sullivan, VOTE: unanimous, so moved. Chairman McCreary read into the record the document presented to the Kelley's on Saturday, the 27<sup>th</sup> of September at the Kelley's farewell ceremony (Block Party) at the Town Hall. The Kelley's were treated to a standing ovation by everyone present. The Board wished them well upon their retirement

**Public Input**-Chairman McCreary requested if there was anyone present wishing to meet with the Board. No one stepped forward.

Chairman McCreary reminded everyone to the last day to register to vote for the November 4, 2008 Presidential Election is October 15<sup>th</sup>, 2008 advising to the Town Clerk's Office staying open to 8:00p.m. to accommodate residents.

Chairman McCreary also reminded residents to the Fall Town Meeting Monday, October 27, 2008 at 7p.m. at the Ayer High School auditorium, Washington Street.

**1. One Day Beer & Wine License**-Nashoba Valley Medical Center. Selectman Luca moved the Board vote to approve a One Day Beer & Wine License for Nashoba Valley Medical Center-Chamber of Commerce Business After Hours on Wednesday October 8, 2008 in the Founder's Room of the Hospital, 2<sup>nd</sup> by Selectman Sullivan, VOTE: unanimous, so moved.

**2. Town Clerk-Voting at Town Hall.** The Board met with Town Clerk Ann Callahan and resident Evan Torlin. Ms. Callahan advised to background re change of voting precinct from the Page/Hilltop Gymnasium to the Town Hall being prompted by the School Administration/staff relative to security/safety concerns of students re unsupervised public access to building. Ms. Callahan also stated if voting was changed to school again high school would have to utilized expressing concern re parking accessibility with staff and students impacting availability of parking spaces for voters. Ms. Callahan stated Town Hall was conducive to needs of handicap/elderly voters re being handicap accessible with elevator, more restrooms and closer proximity, modern kitchen for workers lunch/breaks. Mr. Torlin stated he could produce sheet of names re residents wanting voting returned to school expressing concern re turn out expected to be huge in November and school more conducive for residents. Mr. Torlin expressing safety concerns re voters crossing street in front of Town Hall to which Selectman Gilles elaborated to being dangerous observing near misses with voters crossing. Selectman Sullivan requesting on duty Police Officers be requested for traffic mitigation on Nov. 4, 2008. Chairman McCreary called for a motion. Selectman Luca moved to keep voting at Town Hall, 2<sup>nd</sup> by Selectman Fay, Vote Selectman Fay aye, Selectman Luca aye, Selectman Sullivan aye, Selectman Gilles no, Chairman McCreary no 3-2 motion passed.

**3. Fire Chief-Grant Awards**-The Board met with Bob Pedrazzi, Fire Chief.

1. **SAFE Grant Award**-\$5K Chief Pedrazzi advised to the Department's award which assists with programs at the school i.e. Health-ice fire safety, summer camp, etc. advising to this award the 4<sup>th</sup> consecutive award received by the department.
2. **Fire Equipment Grant Award**-\$5,296.00 Chief Pedrazzi elaborated to the Department's successful application to the State for needed Fire Equipment. Chief Pedrazzi stated this award required the Board's acceptance and Chairman's

signature. Selectman Luca congratulated the Department on the great job they do applying for and receiving grants and moved the Board vote to accept the Fire Equipment Grant in the amount of \$5,296.00, 2<sup>nd</sup> by Selectman Sullivan, VOTE: unanimous, so moved.

**4. Richard O'Grady-Water Bill-** The Board met with Mr. O'Grady.

Discussion: Mr. O'Grady advised to his request to meet with the Board re residents being charged for outside watering on their sewer bill which is 2.5% times more than water billing, and wishing to make people aware of this situation. The Board suggested when new Superintendent is on board to consider sending out flyers to residents alerting them to additional charges on bill for outside watering and to consider purchasing separate/additional outside meter.

**5. Cable Television-Issuing Authority Report (IAR)-**The Board met with Doug Becker, Vice-Chairman of the Cable Advisory Board. Mr. Becker advised to Verizon constructing, operating and maintaining a cable television system (subscriber network) in Ayer with capacity of proving a competitive cable television service to all residents of the Town of Ayer. (FIOS wiring beginning the end of October-this service to be made available within twelve months of execution of a final license). The Board congratulated Mr. Becker for all his work pulling this together for the residents. Selectman Fay moved the Board authorize the Cable Commission's release of IAR report dated 10-7-08, 2<sup>nd</sup> by Selectman Sullivan VOTE: unanimous, so moved.

**6. Selectmen's Rates & Fees-**Mr. Suhoski produced for the Board a proposed Selectmen's meeting schedule for the duration of the calendar year. (October-December 2008) Mr. Sushoki advised this being prudent due to Presidential Primary falling on the 4<sup>th</sup> of November the Board's regular meeting night, and the 2<sup>nd</sup> Tuesday of November being Veteran's Day Holiday, this schedule will allow the Board to reschedule their meetings in a timely fashion. Mr. Suhoski recommended the Board consider meeting during the week during business hours re conducting a working session with Department Heads/staff re proposed fee increases. Mr. Suhoski suggesting Thursday, November 6, 2008 at 3:00p.m. for that working session and schedule the Public Hearing either Tuesday, December 2, @ 6:00p.m. or Tuesday, December 16 @6:00p.m. prior to the Board meeting in Open Session. Selectman Gilles moved the Board allow Mr. Suhoski to schedule two meetings feeling one meeting may not be enough to review all the fee increases proposed with Department Heads including Thursday, November 6, 2008 at 3:00p.m. and to approve the schedule of meetings prepared by the Town Administrator for the Selectmen through December 2008 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.

**7. Planning & Development Director's Report-**Mr. Suhoski advised to this item taken off the Agenda due to confusion re Selectmen's Working Session scheduled for 7:30p.m. on 10-14-08 with Mr. Ryan to discuss his Fy-09 proposed budget.

**8. JBoS Update-**Selectman Luca updated the Board to JBoS meeting every two (2) weeks now and Ayer hosting the next meeting scheduled for Thursday, October 16, 2008 at 7:30p.m. in the Great Hall re MRPC reporting on their work with the Harvard Board of Selectmen.

**9. Town Administrator's Report-**The Board met with Town Administrator Shaun Suhoski-

**1. Water/Sewer Permits-**Selectman Sullivan moved the Board vote to approve one (1) inch water and sewer services for 65 Haymeadow, 46 Snake Hill Rd., and 63 Snake Hill Rd. for Crabtree Development 2<sup>nd</sup> by Selectman Luca, VOTE: unanimous, so moved.

Discussion: Selectman Gilles expressed his concern re High Water user looking to relocate to Ayer, requesting packet of information re basis of calculations relative to the Town's Water Bank and build out looking for long term forecast re how much water in reserve.

**2. Bid Awards-Leak Detection, catch basins, street sweeping-**

**Leak Detection-**Complete comprehensive leak survey for 45 miles of water mains using a digital correlator along with sound intensifying equipment in compliance with the Town's Water Management Act and the approved Withdrawal permit with the Department of Environmental Protection which must be preformed by the end of the calendar year or the town will be in non-conformance with DEP and face penalties/fines. Mr. Suhoski advising to Mr. Linde recommending the Board award the bid to Thurber Consultants of Sutton, MA for the low bid of \$115.00/per mile for a total of \$5,175.00. Mr. Suhoski stating funding source Water Enterprise Budget-line item Professional & Technical services. Selectman Gilles moved the Board vote to approve the Bid Award to Thurber Consultants of Sutton, MA for the mandatory town-wide Leak Detection Bid in the amount not to exceed \$5,175.00, 2<sup>nd</sup> by Selectman Sullivan, VOTE: unanimous, so moved.

**Catch Basins Cleanings & Street Sweeping Disposal-**This item tabled to next Selectmen's Meeting due to clarification necessary re bid award amount different in award letter (\$69.00) from Bid Result Sheet (\$29.50). Selectman Gilles

notion to approve Bid Award to Brighter Horizons Environmental Inc. in the amount of \$29.50 , 2<sup>nd</sup> by Selectman Sullivan failed due to clarification of award.

**3. 9-30-08 Water Main Break Update-**Mr. Suhoski apprised the Board to situation occurring on 9-30-08 to the oldest main in the Town confirmed date of 1887 re difficulty isolating the main to perform repairs. Mr. Suhoski updated the Board to the Water Dept. researching a gate valve to be inserted into the main below the water tank for future disruption to residents. The Board requested Water Dept to proceed with repair but to contact the contractor re did line break by itself or blasting -who broke line and involve contractor in discussions re cost of break i.e. overtime of employees, cost of repair/s. The Board to revisit matter at their 10-21-08 meeting.

**4. Waivers Cross Connection Fees-Fire Dept./Town Hall** Town Administrator advised he Board to Town Accountant review of the Water Enterprise Acct. there were outstanding bills one from the Fire Station dated 6-5-07 in the amount of \$225.00 and one for a cross connection fee from the Town Hall in the amount of \$150.00 not paid in Fy-08. Selectman Sullivan moved the Board vote to waive the Water & Sewer Commissioners cross connection fee in the amount of \$150.00, 2<sup>nd</sup> by Selectman Luca, VOTE: unanimous, so moved. Selectman Sullivan moved the Board vote to waive the Fire Dept. outstanding balance in the amount of \$225.00, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.

**5. October 27, 2008 Fall Town Meeting Warrant review/closure** -Mr. Suhoski reviewed the Eight Article proposed Town Meeting Warrant with the Board-

Article 1.- Prior Years Bills- remove Cross Connections (\$150.00 & \$225.00).

Article 2.- Contract Funding for School Dept.-Relates to four (4) Collective Bargaining Agreements that have been ratified with the School Com. Transfers necessary to ensure funding for personnel as part of the health insurance premium contribution change from 86% to 75% as well as corresponding employee wage adjustments.

Article 3. - Police Superior Officers Contract Ratification & Supplemental Budget to fund Collective Bargaining Agreement.

Article 4. - Patrolmen Contract Ratification & Supplemental Budget to fund Collective Bargaining Agreement.

Article 5. - Memorial Garden Com-Removed from Warrant per Town Accountant advising to no need to establish Revolving Acct. only requires Special Acct. for contributions - Committee approved Town Acct. recommendation on 10-5-08.

New Article 5. - G.V.Moore TIF Agreement -Change Exemption Percentages for years 1-3 to 100%, Years 4-8 to 75%, Years 9-12 to 50%, Year 12-15 to 25%

Article 6. - Fuel Assistance Article-Removed from Warrant-Board felt Town was not in position to offer assistance especially from Stabilization Fund, don't have resources to fund, well intentioned but not able to justify. Offer information.

New Article 6. - Entegris Inc. TIF Agreement- establish place holder on warrant Town Administrator to talk with company re flow line (sewer discharge) exemption schedule to be determined & presented at Town Meeting.

Article 7. - Trench Permitting Officer-MGL 82A Sec.2 vote to designate Supt. of Public Works as the Town's officer to issue permits for purpose of creating trench as defined by MGL C82A, sec. 4 and 520 CMR 14.

**6. STB Update-**Mr. Suhoski advised to STB suspending procedural schedule and requiring a full environmental assessment-The Board expressed their appreciation to Congressional delegates for their support and to push to ensure an in-depth analysis.

**7 Energy Committee Meeting-**Chairman McCreary updated the Board to brochure availability re energy conservation and resources being made available to residents re Winter 08 and of fund raising events planned. Halloween Dance taken over by Committee after 4<sup>th</sup> of July Com. decided against having. The Board required Committee to ensure a TIPS Certified Town alcohol licensed establishment is server for function, function to be held from 6-12:00 midnight.. Motion made by Selectman Gilles, 2<sup>nd</sup> by Selectman Sullivan, VOTE: unanimous, so moved.

**8. Misc.** Ms. Spinner-Board of Health gave update to Westford Rd. Property "the Farm"-urging Abandoned Vehicles be pursued. Mr. Sushoki advising to giving Building Inspector given direct order by him to enforce Nuisance By-law/Abandoned Car By-law.

**Agenda Item 10. -New Business-Selectmen's Questions-**

**Selectman Sullivan-Hiring Freeze-**Notify Department Heads to Hiring Freeze-no new hires including school. Town Administrator to conduct meeting re staff cuts-conserve-identify staff cuts. Town Accountant identifying \$500,000.00 deficit.

Selectman Fay-requested Monthly Department Reports by Department Heads reflecting only budgetary expenses update not report on meetings attended, keep simple.. list issues, Mr. Suhoski to create new report format for department heads. Motion made by Selectman Fay, 2<sup>nd</sup> by Selectman Gilles, VOTE: unanimous, so moved. Selectman Fay also urging Board contact Rep. Eldredge re Economic Development Funding. Selectman Gilles --Took opportunity to congratulate Nashoba Valley Medical Hospital re AARP recognizing the Hospital on number of senior citizens working there, hospital recognized nationally. Minutes- Selectman Gilles moved the Board approve the Minutes of 9-23-08, 9-2-08, 9-17-08, X9-23-08, X9-2-08, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.

10:10p.m. Selectman Luca Moved to adjourn the meeting, 2<sup>nd</sup> by Selectman Sullivan VOTE: unanimous, so moved.

\_\_\_\_\_-DATE\_\_\_\_\_

Richard Gilles, Clerk  
Ayer Board of Selectmen