

Selectmen's Meeting

January 8, 2008

Ayer Town Hall, 1st Floor Meeting Room, Main Street, Ayer, MA

Meeting recorded by AYERPAC made part of meeting minutes-CD available for viewing by written request to Town Administrator or by purchase from AYERPAC directly.

Gary J. Luca, Chairman	X
Carolyn McCreary, Vice-Chairman	X
Cornelius F. Sullivan, Clerk	X
Frank F. Maxant, Member	X
Pauline Conley, Member	X
Shaun Suhoski, Town Administrator	X
Janet Lewis, Secretary	X

Chairman Luca opened the meeting by requesting A Moment of Silence be observed for life long Ayer resident Ida Naparstek who passed away Saturday, January 5, 2008 at the age of 93. Chairman Luca advised to Ms. Naparstek one of the original members of the Ayer Historical Commission and bestowed the honorary title of Member Emeriti in 2000 after serving twenty years on the Commission and also served as a permanent member to the Ayer Library Board of Trustees.

7:05p.m. **Public Input:** Chairman Luca requested if there was anyone present wishing to speak under Public Input.

Representative Hargraves was recognized by the Chair and welcomed to the meeting and residents advised to Rep. Hargraves conducting Office Hours at the Town Hall this evening from 7-8p.m.

1. David Bremer-Robbins Rd. spoke on behalf of Bennetts Brook residents present re acceptance of development as public way. Mr. Bremer stated Bennetts Brook Sub-Division was approved by DPW for meeting street widths, infrastructure and layout and urged the Board's assistance to have road accepted by Town. The Board voted to request the Planning Board's recommendation concerning the acceptance of Bennett's Brook as a public way. Motion made by Selectman Sullivan 2nd by Selectman Maxant, VOTE: unanimous, so moved.
2. Elizabeth Bodurtha re: Union Contracts re Health Insurance status and Devens update. Ms. Bodurtha was advised to negotiations still on-going and information confidential at this time re Health Insurance and Board working diligently with School, Police, Fire and DPW re this issue. Ms. Bodurtha requested the Board give monthly updates to the residents re Devens Development as it effects the Town of Ayer i.e. Grant & Antietam Sts. Selectman Conley advising to JBoS Minutes good source of information to be shared with residents and suggested the Board post on Website for residents. The Board requested the JBOS Minutes be posted on the Town's Website in the future.
3. Michael Taylor Coach for the Ayer/Shirley Senior Midget Bronco's Football Team presented the Board the 3rd place Trophy presented to the Town of Ayer and won in Orlando Florida at the 2007 National Championship Div. I games in December. Mr. Taylor updated the Board to his return from San Antonio Texas this past Sunday where seven of the members of the team played in the National American League against teams from all over the U.S. Mr. Taylor stated his pride with achievement put forward from the Town of Ayer/Shirley youths. The Board thanked Mr. Taylor for coming in and requested the Team's presence at an upcoming meeting for the Board's congratulations.

Agenda Item #1. - One Day Liquor License-Nashoba Valley Medical Ctr.-Cardio Vascular Institute-The Board met with representatives of NVMC re requesting a One Day Beer & Wine License to celebrate the opening of Cardio Vascular Institute at Nashoba by holding a Open House-Ribbon Cutting on 1-23-08 from 3:30-6:30p.m. The Board moved to support the request. Selectman McCreary moved to approve the One Day Beer & Wine License for Jan. 23, 2008 increasing hours for set up/clean up if necessary. VOTE: unanimous, so moved.

Agenda Item #2. - Thomas Casey re: Regionalization Update- deferred to 1-22-08

Agenda Item #3. - Chris Ryan -Director of Planning & Development/Margaret Scarsdale, Program Manager, re: Fy-08 CDBG Grant-

1. Fy-8 Block Grant Application-Ms. Scarsdale advised the Board to Fy-08 application represents the continuation of the Town's Downtown Sign & Façade Program and Housing Rehabilitation Programs: Housing Rehab. \$459,900.00(21 units @\$21,900/ea) Sign Projects (4) (maximum of \$4K ea.), Façade Projects: \$150K (5) (maximum of \$30K ea.), Program Delivery: \$210,606 (Rehab Specialist, lead inspector, architect & staff) General Administration: \$78,900 (limit 18%-actual est. 8.07%) total assistance request \$911,406.00. Selectman Sullivan moved the Board vote to approve the Fy-08 Block Grant Application to the State Dept. of Housing & Community Development for approximately \$911,406.00 in Fy-08 CDBG assistance to continue to housing rehab and sign and façade programs and authorize the Chairman's signature, 2nd by Selectman Maxant, VOTE: unanimous, so moved.
2. Grant Writing Consulting Services Contract-Breezeway Farm Consulting, New Salem, MA -Mr. Ryan updated the Board to when hired Ms. Scarsdale stated she had no Grant Writing experience and this one time task will give Ms. Scarsdale the assistance and training required and necessary to fulfill her obligations to undertake community development projects. The Board reviewed the Scope of Services Agreement with Breezeway Farm Consulting Inc. for preparation of the Town's Fy-08 CDBG application for the fee of \$5K and \$300.00 in direct expenses Total \$5,300.00. Selectman Sullivan moved the Board approve the contract with Breezeway Farm Consulting Inc. for the sum not to exceed \$5,300.00 funded through the programs \$6K program income-Grant Writing and authorize the Chairman's signature, 2nd by Selectman Conley, Selectman Conley suggesting a friendly amendment to

add to page 6 #10. to name the Town of Ayer as an additional insured, on the **Breezeway Farm Insurance Policy** amendment accepted, VOTE: unanimous, so moved.

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Agenda Item #4. Fire Chief Robert Pedrazzi-

1. R-911 Update-Chief Pedrazzi reviewed with the Board the R-911 emergency notification system giving the Town the ability to communicate by telephone to its residents in cases of emergency free-of-charge. Cost of the program would be borne through a Homeland Security Grant, should the grant expire in 2010 the Town would then have the option to pay on a yearly fee or opt out of the program. Chief Pedrazzi advising to Police Chief, School and Board of Health endorsing the program. The Ayer School Dept currently utilizing notification system when school is closed or cancelled. Chief Pedrazzi ran through scenario of how system works in an emergency situation –spill, fire, chemical, etc..... Call placed by Chief want emergency sent out immediately to residents i.e. 1 mile radius/whole town. Based on zip code the map is zoomed specifically to locate the area, the location specified by the Chief is zoomed to on the map, a focal point is placed at the scene of the spill and a one mile radius from the focal point is drawn on the map, map is defined to call-out area, candidates are selected and total number to be called is shown and indicates which types of phones to be called, i.e. residential, businesses, schools, medical, railroads, streets etc. Candidates who will receive notification are based upon the call out area and the types of numbers to be called. Parameters are set in accordance with the request. First call recipient would be a staff member/authorized individual from the Town to verify the content, the call direction is set for the notification as well as listing selected candidates determined by the call out area. The message which was provided to Geo-Coast Webb staff is typed in and translated to speech, which is reviewed by support staff to ensure that it sounds clear to the recipients the calls begin immediately after begin calling is hit. Chief Pedrazzi stated this R-911 is only an update for Board, no action required he will come back to the Board with more information. A memorandum of understanding is required before endorsement and advised to land line only phones no cell phones included in emergency notification. The Board requested to agenda for February 08 meeting.
2. Cardiac Monitor Grant-Chief Pedrazzi updated the Board to Department receiving a grant from the Department of Homeland Security-Assistance to Firefighters Program-in the amount of \$19K which is to fund the purchase of a cardiac monitor for the ambulance. Chief Pedrazzi stated this will allow the Department when a 2nd paramedic is available to use that 2nd ambulance to the Paramedic level. Matching funds for this grant were budgeted in the ambulance enterprise fund for this year. This was a Capital request for last year that was not funded by the Town, it was placed in the capital plan for this year now it can be removed. Ms Spinner had no objection to this grant award and expenditure. **No motion needed/taken.**

Selectman Conley requested Chief Pedrazzi update the Board to the recent promotions in the Department- Captain: Timothy Taylor filing two open Lt.'s positions: Jeremy Januskiewicz, Timothy Shea, and Robert Bozak filing Tim Taylors vacant Lt. position -

Agenda item #5. Selectman Maxant-Police Enforcement of Sidewalk Safety By-law –Present for discussion, Chief Rizzo.

Selectman Maxant opened the discussion by referencing past Selectmen's Meeting re addressing the obstruction of snow blocking right of way (sidewalks) placed by someone else and forcing pedestrians to walk into the street, placing them in danger of being struck by oncoming traffic. Selectman Maxant feeling the effect of dealing with this violation is not what we should get under the Police Bylaw vs. the Nuisance Bylaw. Chief Rizzo advised the Board to his officers when out on their routine patrols have been directed to observe & ticket homeowners not complying with the Snow Removal Bylaw to remove snow from public sidewalks. Chief Rizzo stating the "nuisance Bylaw" refers to junk, dirt, trash etc. the "Police By-law Snow removal" treats as such. Discussion focused on plow drivers deliberately blocking sidewalks forcing pedestrians to walk around huge 5' mounds of snow i.e. Park St. site mentioned. Selectman Maxant advising to his stopping at Police Station to complain and request person be cited and being told by dispatcher difficult to know who blocked if no one sees who did it. Selectman Sullivan cited record snow fall in December/January and Police working reasonably to enforce by-law. The Board requested the Snow Removal Bylaw be placed on the Town's Website – putting resident's son notice of their responsibility to remove snow from sidewalks or risk paying fine. Chief Rizzo proceeding as he sees appropriate.

Agenda Item #6 Town Administrator's Report-The Board met with Shaun Suhoski

1. Mr. Suhoski updated the Board to the Fy-08 Snow Removal Budget funded for \$154,320 and balance to date remaining \$101,938. Mr. Suhoski advising the Board to his watching over of this account and to advise the Board when and if budget requires deficit spending and/or additional funding.
2. Mr. Suhoski updated the Board to the Town Report Bid being advertised for the printing & binding of the 2007 report. Mr. Suhoski reminded the Board to the Selectmen's report to be submitted by Chair Gary Luca. Mr. Suhoski advised to all Town Departments sent written reminders to submit reports back to the Selectmen's Office by 2-22-08 in PDF and hard copy following the format developed by the Communications Committee.
3. Mr. Suhoski reminded the Board to the MMA annual Meeting held in Boston on Jan. 11th and 12th, 2008 and advising to reservations for Selectmen Conley & McCreary submitted along with his. The Board designated Selectman McCreary voting delegate for the Board to vote in favor of proposal put forward by MMA, **as read from MMA Meeting Agenda. (copy attached).** Motion to approve made by Selectman Conley and 2nd by Selectmen Maxant, VOTE: unanimous, so moved.
4. The Board was updated to Fy-09 Budget/work-plan deadline for remittance 1-4-08 and presently being reviewed for dissemination to the Fin-Com for Budget deliberations with Dept. Heads beginning 1-9-08.
5. Mr. Suhoski recommended the Maintenance Director's Job Classification be modified to encompass other Town facilities i.e. Fire Station, as well as the Town Hall & Police Station and forward to the Personal Board for classification and concurrence. Selectman Conley suggesting 1st paragraph to state "what ever Town Buildings assigned" i.e. DPW, Fire and Library. Page 2.

Dept. Heads responds to Town Administrator . Selectman Sullivan moved the Board approve the proposed job description and forward to the Personal Board for classification and response

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back to the Board and to include Selectman Conley's recommendations, 2nd by Selectman McCreary, VOTE: unanimous, so moved.

Agenda Item #7. Selectmen's Questions/New Business

Selectman Sullivan: Boston Post Cane-Selectmen Sullivan requested the Board present the Boston Post Cane to Neville Holland of Brook Street, Ayer, MA having been approached by his son "Dutchie" Holland re father turning 100 in October 2007. The Board scheduled Tuesday, February 12, 2008 at 6:30p.m. to present the Boston Post Cane to Neville Holland of Brook St., Ayer, MA.

Selectman McCreary-Requesting that a discussion concerning North Post reuse planning be included on the next JBOS Agenda. Further discussion also requested to have Ayer Planning Board involved and notify Shirley Board of Selectmen, re Town of Ayer being pro-active re what happen on North Post i.e. Campus, solar wind panels, etc. Selectman McCreary suggesting a work-shop be put together to address all of these issues as well as ensuring McPherson Rd. happens because it won't happen unless we put pressure on. Selectman McCreary suggesting another Charrett be planned to receive input from residents and involve MADEV. Town Administrator suggesting Planning Director be involved setting up work-shop and focusing on solutions.

Selectman Maxant-requested the Board appoint Pauline Hamel to Montachusets Joint Transportation advising the Board to Ms. Hamel interest in serving in this capacity. The Board scheduled this for their 1-22-08 Meeting .

Selectman Conley- insurance documentation request, re recent claim the Board received. Selectman Conley wishing to review quarterly billing to see what the Town is paying for vs. what we want.

Selectman Maxant-re status of signage at Sandy Pond Beach re truck traffic, to be forwarded to Supt. Madigan, re update.

8:55p.m. James Pinard entered the meeting and requested to respond to Selectman Maxant's earlier discussion concerning snow placed on sidewalk at IC Federal Credit Union by contractor. Mr. Pinard advised the Board to being the snow removal contractor for IC and taking exception to Selectman Maxant's statements. Urging the Board to call business to find out who is contracted to plow before slandering small business owner stating a simple phone call to IC would have disclosed the contractor and he would have immediately removed snow. Mr. Pinard advised the Board to his doing courtesy snow removal over the years at the Ayer Post Office and along Main St. and very upset to have his name smeared requesting the Board research issue before bringing up businesses.

9:00p.m. Selectman Sullivan moved the Board adjourn from Open Session to enter into Executive Session pursuant to MGL Chapter 39 Section Exemption #3 re strategy with respect to Collective Bargaining and strategy with respect to litigation, 2nd by Selectman McCreary VOTE: unanimous, so moved.

1000p.m. Open Session concluded.



Date: _____

3-4-08

Cornelius F. Sullivan, Clerk
AYER BOARD OF SELECTMEN