

Selectmen's Meeting
Monday, July 14, 1997
Ayer Public Library-lower level conference room
East Main Street, Ayer, MA

7:30p.m. Open Session

The Board met with Chairman Norstrom, Selectman Hamel and Selectman Bresnahan.

The Minutes of June 30, 1997, were read and amended to reflect Selectman Bresnahan's vote, re: Transfer Station to be closed on Saturday, July 5, 1997, being no. Vote 2-1.

Chairman Norstrom requested if there was anyone present wishing to be heard. James Carrington requested to meet with the Board re: Personnel Board, issues.
Gabe Vellante, Building Commissioner re: stipend for inspectors.

Chairman Norstrom called for a motion to approve the Agenda, Selectman Hamel moved the Board approve the Agenda as amended, 2nd by Selectman Bresnahan. Vote: unanimous, so moved.

The Board met with Gabe Vellante and James Carrington re: stipend for Building Dept. inspectors, ie. plumbing/gas/electric. Mr. Vellante stated he has met with Personnel Board re: stipends for his inspectors and per this meeting an alternate job description and steps were recommended; due to the inspectors being paid through fees collected. The Board agreed with this step implementation and requested the Building Inspector to work out this new policy with his inspectors and report back to the Board in August.

The Board met with Town Administrator James Kreidler re: the DPW Superintendents position. Mr. Kreidler gave the Board a brief overview of the process utilized re: screening the applicants. The Screening Committee consisted of 5 people: 1 member of the Personnel Board: William Oelfke, Joseph Sampson-Cain's Food Corp (high Strength user), David Ross-Engineer, Citizen at Large-Curt Balchunas and Town Administrator-James Kreidler. Mr. Kreidler states the committee had met to review the eight candidates using the same criteria used in the past, management, experience, mechanics, operations etc. The Committee narrowed the field down to two candidates which will appear before the Board this evening Stephen Gurzler of Bogota, N.J. and Gary Girourd of Fitchburg, MA. Mr. Kreidler stated references on both candidates have come back favorable.

The Board met with Steven Gurzler: The Board requested Mr. Gurzler give a brief overview stating his background and experience. Mr. Gurzler stated he had located the Town's advertisement through the Boston Globe web site. Mr. Gurzler stated he is a resident engineer for a private company but previous to this position he was an engineer with the Rockland County, N.Y. sewer district. Mr. Gurzler stated he provided engineering services to the operations and maintenance departments, has performed construction observation, designed and supervised modifications and additions to the treatment plants and pumping stations. Mr. Gurzler stated he has a Grade 3A Wastewater Treatment Plant Operator's License along with an Association of Boards Certification Grade S3 with the state of N.Y. which is transferable to Massachusetts. Mr. Gurzler stated his work included management, treatment plant design, treatment plant start up and operational preparation of CSI Master specifications and design of miscellaneous wastewater facilities. The Board conducted a brief question and answer period with the candidate. Discussion centered around management issues, budgeting, supervision, job performance and availability. The Board thanked Mr. Gurzler for coming in and stated Mr. Kreidler would be back in touch with him.

The Board met with Gary Girourd. The Board welcomed Mr. Girourd back, Mr. Girourd was a finalist for the Supt. of DPW for the last round of candidates for the DPW supt. position. Mr. Girourd stated his continued interest in the position stating he has over twenty (20) years of experience with the management of construction projects such as industrial site planning, drainage installation, highway retrofit, landfill, waste management,

to include water treatment with a solid background in equipment, mechanical, and technical applications. Mr. Girourd stated he is very familiar with supervision purchasing and bidding requirements with a substantial background and familiarity of MGL Chapter 30-B. Mr. Girourd stated he has negotiated contracts, arbitration hearings, grievance procedures, as well as employee evaluations and imposing disciplinary measures. Has worked with budgets from \$500,000 to over \$11 million with a work force of up to 100 people. Mr. Girourd stated his past experience of field and administrative management skills coupled with a knowledge that comes from "hands on experience" will be a vital asset to Ayer. The Board also conducted a question and answer period with Mr. Girourd addressing management style, budgeting, labor relations, infrastructure, operations and maintenance of construction projects. The Board thanked Mr. Girourd for coming in and requested a list of references be faxed to Mr. Kreidler. Mr. Kreidler to be in touch with Mr. Girourd re: selection process.

Town Administrator's Report:

1. Mr. Kreidler stated 75-85% of residents are complying with mandatory water ban. Ban is still in effect for public health/maintenance/ pumps are still running 24 hours/day. Warnings have been given to residents/business.

2. The Board met with Angus Bruce & Atty. Charles Kadison re: Bruce Homes Inc.-Water and Sewer Line Dedication and Easement. Town Administrator James Kreidler advised the Board to Town Counsel reviewing the documentation and has approved to form. Changes noted at the prior Selectmen's Meeting have been incorporated in the final documentation.(Page 1 of 4 2nd sentence third paragraph, add: to the extent allowed by law" and other revisions as noted by Counsel. Chairman Norstrom called for a motion to approve Bruce Homes Inc. Water and Sewer Line Dedication and Easement as approved by Town Counsel, Selectman Hamel moved the motion 2nd by Selectman Bresnahan. VOTE: unanimous, so moved.

3. The Board approved water & sewer permits for 74, Pingry Way, 79 Pingry Way, 21 Pingry Way, 68 Robbins Rd., 41 Robbins Rd., Lot 68 Robbins Rd. Central Ave.- 2B1 & 2B2, and North Middlesex Saving Bank-Selectman Bresnahan abstained from vote due to conflict of interest with North Middlesex Savings Bank. Motion Made by Selectman Hamel, 2nd by Chairman Norstrom, Vote Selectman Hamel aye, Chairman Norstrom aye, motion passes.

4. The Board was advised to invitation from Council on Aging re: Luau to be held at the Senior Ctr, Pond St. on July 16, 1997 from 12-2p.m

5. The Board approved of the MSCP Fy-97 Quarterly Report submitted by the Town Administrator for Timothy Henzy Grant Administrator. Motion made by Selectman Hamel 2nd by Selectmen Bresnahan, VOTE: unanimous.

6. The Board was advised to the closing date for the Police Chief's position. The Board was advised to sixty resumes being received to date. The Board approved of the Town Administrator to put together a Screening committee to consist of three area Police Chief's, the Ayer Fire Chief, Principal of the High School Donald Parker and himself to serve on this Committee to screen and conduct interviews with the candidates. Chairman Norstrom requested Ralph Gants also be made a part of this process. Town Administrator to advise the Board re: Mr. Gants capacity re: the process.

The Board met with Detective Mark Coulter of the Ayer Police Department. The Board requested if Mr. Coulter wished Open or Executive Session. Mr. Coulter chose Open Session. Mr. Coulter stated on May 7, 1997 he had submitted a Grievance to Chief Haapakoski re: Officer In Charge (OIC) pay issue. The Chief denied the grievance. The Appeal process by the IBPO President never appealed his grievance to the Board of Selectmen-Terrence McSweeney. Mr. Coulter stated he then requested a appeal before

the Board of Selectmen which is why he is before the Board this evening. Mr. Coulter referenced General Order 94-3 In the absence of a ranking officer, the patrol officer that has the most seniority in this department who is on duty on a particular shift shall be designed as the OIC. Detective Coulter stated although he is assigned to the duties of detective he is deemed patrolman status. Mr. Coulter stated he has been on duty on numerous shifts and has never been deemed OIC because he was assigned the status of detective. Mr. Coulter stated according to the Town Administrator and Chief his status remains as Patrolman therefore following the criteria of Gen. Order 94-3 he was not designed as OIC when he should have been and did not receive additional wages for shifts when he was on duty and should have been designed OIC per Gen. Order 94-3. Mr. Coulter stated he was before the Board for compensation due him for tours of duty when he should have been designed OIC between July 28, 1994 and the time a decision is final re: his grievance and to be designed OIC for all subsequent duty shifts under Gen. Order 94-3. The Board reviewed with Patrolman Coulter their concerns re: safety issues , man power and liability issues. The Board agreed that this is indeed a problem and requested new status be considered for Detective position possibly ranked below Sergeant and above Patrolman. The Chief to review this request along with General Order 94-3 for possible amendment and report back to the Board

9:50P.M. Selectman Hamel moved the board adjourn from Open Session and enter into Executive Session pursuant to M.G.L. Chapter 39, Section 23B Exemption #3 to adjourn to reenter into Open Session for the sole purpose of adjourning the meeting, 2nd by Selectman Bresnahan, VoTE: unanimous, so moved.

9:50p.m. Open Session ends.

 DATE 8/11/97

Paul Bresnahan, Clerk

AYER BOARD OF SELECTMEN