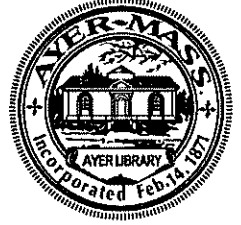


Town of Ayer
Board of Selectmen
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432



Tuesday October 4, 2016
Meeting Minutes

Broadcast and Recorded by APAC

Present: Gary J. Luca, Chair; Jannice L. Livingston, Clerk

Robert A. Pontbriand, Town Administrator
Carly M. Antonellis, Assistant to the Town Administrator

Absent: Christopher R. Hillman, Vice-Chair

Call To Order: G. Luca called the meeting to order at 7:00 PM.

Pledge of Allegiance: BOS members and meeting attendees stood and recited the Pledge of Allegiance.

Review and Approve Agenda:

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the agenda. **Motion passed 2-0.**

Public Input: None

Ms. Susan Copeland, Treasurer, Collector and Clerk: *Appointment of Part-Time Finance Department Assistant*
- S. Copeland introduced Ms. Michelle Bishara, her recommended candidate for the position. Ms. Copeland stated that there were over sixty applications and Ms. Bishara interviewed very well and had a strong background in administrative/financial matters.

Motion: A motion was made by J. Livingston and seconded by G. Luca to appoint Ms. Michelle Bishara to the position of Part-Time Finance Department Assistant effective October 11, 2016 pending successful CORI check. **Motion passed 2-0.**

Presidential Election Update – S. Copeland gave an update on the upcoming Presidential Election being held on November 8, 2016. S. Copeland stated that Early Voting is now available starting on October 24, 2016. The deadline to vote early is November 4, 2016 at 12:00 PM.

Mr. Mark Wetzel, Superintendent Department of Public Works: *Appointment of Highway Division Laborer*
– G. Luca publicly disclosed that applicant was related to his wife and had filed a disclosure with the Town Clerk's Office. M. Wetzel introduced Mr. Ryan Januskiewicz his recommended candidate for the position. The Town received over 30 applications and Mr. Januskiewicz interviewed well and was qualified for the position. He is a graduate of Ayer Shirley Regional High School.

Motion: A motion was made by J. Livingston and seconded by G. Luca to appoint Mr. Ryan Januskiewicz to the position of Highway Department Laborer effective October 11, 2016 pending pre-employment physical, drug screening and CORI check. **Motion passed 2-0.**

Vote of Intent to Layout Norwood Avenue – M. Wetzel stated that he received a request from North Shirley Realty Trust for the Town to accept a section of Norwood Avenue, within the Elizabeth Estates Subdivision. Upon affirmative vote by the BOS, the matter will then go before the Planning Board with the intent of placing on the 2017 Spring Annual Town Meeting Warrant.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Intent to Layout Road acceptance for Norwood Avenue as presented by the Superintendent of the DPW. **Motion passed 2-0.**

Amendment to Water Line Easement – Kingswood Corporation – M. Wetzel stated that he received a request from Kingswood Corporation for an “Amendment to Easement” for a water line located at the end of New England Way. This amendment will clarify the record title. Town Counsel has reviewed the proposed amendment and have recommended approval.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Amendment to Easement requested by Kingswood Corporation as presented by the Superintendent of the DPW. **Motion passed 2-0.**

Ms. Alicia Hersey, Office of Community Development: A. Hersey reported that the Town had been notified by the owner that she wishes to sell her property at 19 Bates Street, Unit D which is an affordable unit. By statute, the Town has the Right of First Refusal to purchase the property.

Motion: A motion was made by G. Luca and seconded by J. Livingston to waive the Right of First Refusal for the purchase of 19 Bates Street, Unit D. **Motion passed 2-0.**

Lien Subordination Request Case 05-291 & 06-315 - A. Hersey reported the owner of a home located at 5 Forest Street has requested the Town subordinate its mortgage on the property in favor of a new first mortgage because the borrower is seeking to obtain a new mortgage.

Motion: A motion was made by G. Luca and seconded by J. Livingston to approve the subordination requests (05-291 and 06-315) with signature by the Chair. **Motion passed 2-0.**

Town Administrator's Report: R. Pontbriand presented both DRAFT Super and Special Town Meeting Warrants for Town Meetings being held on October 24, 2016 at 7:00 PM and 7:15 PM respectively.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Super Town Meeting Warrant for October 24, 2016. **Motion passed 2-0.**

J. Livingston asked why there was a “does not recommend” notation by the Finance Committee on Special Fall Town Meeting Warrant Article #3. R. Pontbriand stated that their opposition was related to timing of the article and that they thought it should be taken up at the Annual Town Meeting as part of the budget process.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Special Fall Town Meeting Warrant for October 24, 2016. **Motion passed 2-0.**

Motion: A motion was made by G. Luca and seconded by J. Livingston to close the Special Fall Town Meeting Warrant. **Motion passed 2-0.**

Approval of Purchase Order #2427- Police Dept. Cruiser – On behalf of Police Chief Murray, R. Pontbriand is recommending approval of Purchase Order #2427 for a Police Department Cruiser in the amount of \$39,314 to MHQ, Inc. of Marlborough, MA.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve Purchase Order #2427 in the amount of \$39,314 to MHQ, Inc., for a new Police Department Cruiser. **Motion passed 2-0.**

New Business/Selectmen's Questions: None

Approval of Meeting Minutes:

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the meeting minutes of September 20, 2016. **Motion passed 2-0.**

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the meeting minutes of September 27, 2016. **Motion passed 2-0.**

Adjournment:

Motion: A motion was made by J. Livingston and seconded by G. Luca to adjourn at 7:41 PM. **Motion passed 2-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Date Minutes Approved by BOS: 18 OCT 16

Signature Indicating Approval: 