

Town of Ayer
Board of Selectmen
Ayer Town Hall
1 Main Street
Ayer, MA 01432



Tuesday October 24, 2017
Open Session Meeting Minutes

Attendance: Christopher R. Hillman, Chair; Jannice L. Livingston Vice-Chair

Absent: Gary J. Luca, Clerk

Also in Attendance: Robert A. Pontbriand, Town Administrator; Fire Chief Robert Pedrazzi; Kevin A. Johnston, Benefits and Payroll Manager; Susan Copeland, Town Clerk; Cindy Knox, I.T. Director

Call to Order: The meeting was called to order at 5:30pm in the First Floor Meeting Room of the Ayer Town Hall by C. Hillman.

MOTION: A motion was made by J. Livingston and seconded by C. Hillman to approve the meeting agenda. Motion passed 2-0.

Appointment of Facilities Director:

R. Pontbriand introduced Mr. Charles R. Shultz, Jr. to the Board and recommended him for appointment as the Town's Facilities Director. R. Pontbriand explained that there were 21 applicants for the position; a screening committee consisting of the Town Administrator, Fire Chief, Police Chief, and Assistant to the Town Administrator interviewed four of the twenty-one candidates. The committee recommended Mr. Shultz based on his resume and credentials; his interview; and his professional references. Mr. Shultz brings nine years of facility maintenance engineering experience to the position coupled with excellent technical skills as well as maintenance budget and capital budget experience from the private sector.

C. Shultz addressed the Board and expressed his appreciation for the opportunity and that he is looking forward to getting started. He discussed his technical background and technical certifications and that he will make the maintenance of all facilities under his direction a priority. Additionally he looks forward to bringing some new ideas and capital improvement projects to the position.

Chief Pedrazzi stated that C. Shultz resume got him the interview and he interviewed very well and is a local Ayer resident with a positive, honest, and hardworking ethic.

R. Pontbriand explained that the starting salary would be Grade 12, Step 1 at \$65,730 and that the official start date would be November 7, 2017.

C. Hillman stated that he welcomed C. Shultz and looks forward to working with him.

J. Livingston stated that she too welcomed C. Shultz to the Town and looks forward to working with him and his fresh and new approach to the Facilities Department.

MOTION: C. Hillman made a motion which was seconded by J. Livingston to appoint Mr. Charles R. Shultz, Jr. to the position of Facilities Director at a Grade 12, Step 1 effective November 7, 2017. Motion passed 2-0.

C. Shultz thanked the Board for the opportunity.

MOTION: A motion was made by J. Livingston and seconded by C. Hillman to adjourn the meeting. Motion passed 2-0.

The meeting adjourned at 5:45pm.

Minutes Recorded by: R. Pontbriand, Town Administrator

Date Minutes Approved by BOS:

7 November 2017

Signature Indicating Approval:

Jamie Keating