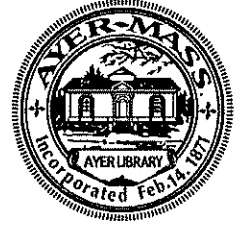


Town of Ayer
Board of Selectmen
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432



Tuesday February 2, 2016
Meeting Minutes

Broadcast and Recorded by APAC

Present: Jannice L. Livingston, Chair; Gary J. Luca, Vice-Chair;
Christopher R. Hillman, Clerk (*Entered at 7:06 PM*)

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

Call to Order: J. Livingston called the meeting to order at 7:00 PM.

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

Announcements: J. Livingston made the following announcements:

- Lt. Governor Polito will be visiting the Ayer Town Hall on Thursday, February 4, 2016 from 2:00 PM to 2:30 PM to present official Community Compact Awards to the Towns of Ayer, Dunstable, and Shirley.
- There is a "Cell Phones for Soldiers Collection Box" at Town Hall.
- A Winter Parking Ban is in effect as of Friday, November 15, 2015, through April 15, 2016.

C. Hillman enters at 7:06 PM.

Public Input: None

Superintendent Mark Wetzel, Department of Public Works: M. Wetzel explained that eighteen (18) bids for construction of the East Main Street Water and Sewer Improvements were opened on January 14, 2016. He is recommending that the award be granted to Cedrone Corp. of Billerica in the amount of \$1,079,576.50.

Motion: A motion was made by G. Luca and seconded by C. Hillman to award the contract for the East Main Street Water and Sewer Improvements to Cedrone Corp. of Billerica, MA in the amount of \$1,079,576.50. **Motion passed 3-0.**

Approval of Deed for Sale of Former Central Fire Station (14 Washington Street): C. Hillman recused himself because of a family relationship with the buyer. R. Pontbriand presented the Quitclaim Deed, the Land Development Agreement and Historic Restriction as drafted by Town Counsel all relative to the sale of the former fire station.

Motion: A motion was made by G. Luca and seconded by J. Livingston to approve the Quitclaim Deed, Land Development Agreement and Historic Restriction relative to the sale of the former fire station. **Motion passed 3-0.**

Town Administrator's Report: R. Pontbriand gave a brief oral administrative update focusing on the following: the FY' 17 budget process, indicating that the Executive Bi-Board had just met. He also stated that he recently attended the Nashoba Tech Legislative Breakfast with G. Luca and Town Clerk Susan Copeland.

Appointment: Master Plan Committee – R. Pontbriand recommended that Ms. Karin Swinfeldt be appointed to the Master Plan Committee.

Motion: A motion was made by G. Luca and seconded by C. Hillman to appoint Ms. Karin Swinfeldt to the Master Plan Committee. **Motion passed 3-0.**

2016 Population Estimates for ABCC Seasonal Licenses – R. Pontbriand explained that annually the Massachusetts Alcoholic Beverages Control Commission (ABCC) asks each municipality for their population and any seasonal adjustments, usually associated in beach/destination communities. Town Clerk Susan Copeland does not foresee any increase in the seasonal population.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the seasonal population estimate of zero for purposes of the ABCC inquiry. **Motion passed 3-0.**

Town Hall Windows Update – R. Pontbriand stated that per the January 5, 2016 Board of Selectmen's meeting, he has contacted the Massachusetts Historical Commission (MHC). MHC stated that there have been no changes to report with regard to the guidelines and prior denial for the Town Hall window replacement project. The Town still has two options: 1) Adding storm windows or 2) replacing all windows with native wood. R. Pontbriand stated that storm windows have already been evaluated and would not work. He also reported that replacing all the windows with native wood would cost almost 3 times as much as the Town's preferred choice of using a composite wood material. R. Pontbriand stated that he continues to research all available options.

DRAFT Town Meeting and FY 2017 Budget Calendar – R. Pontbriand presented a DRAFT Town Meeting and FY'17 Budget Calendar. He also asked the BOS about their preferred meeting schedule for March, since March 1, 2016 is the Presidential Primary and no meetings can be held that day, per the Secretary of the State's office. BOS members agreed to decide at their next meeting on February 16, 2016.

New Business/Selectmen's Questions: C. Hillman updated the BOS on the status of the Willow Road/Rt. 2A Intersection. MassDOT has agreed to pay for and install temporary lights at the intersection this summer and to put a larger improvement project on the State's TIP list.

Approval Meeting Minutes: C. Antonellis explained that there was an error in the Executive Session section of the minutes, stating that G. Luca was listed as making and seconding the motion. The DRAFT minutes have been changed to reflect the correct motion.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the meeting minutes from January 19, 2016, as amended. **Motion passed 3-0.**

Executive Session: A motion was made by G. Luca and seconded by C. Hillman at 7:45 PM to enter into Executive Session pursuant to MGL c.30A, section 21A Exemption #6 (Strategy for the Contemplation of Acquiring Real Estate) Depot Square and to adjourn from Executive Session. G. Luca further stated that to discuss these items in Open Session would be detrimental to the Town's negotiating study. **By Roll Call: J. Livingston, aye; G. Luca, aye; C. Hillman, aye. Motion passed by Roll Call 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Minutes Approved by BOS: 2/16/16

Christopher R. Hillman, Clerk: Christopher R. Hillman