

**Town of Ayer**  
**Master Plan Committee Meeting Minutes For**  
**6 pm Tuesday, August 23, 2016**  
**1<sup>st</sup> Floor Meeting Room, Ayer Town Hall**  
**Video by APAC**

**Attendance:** Jane Morriss, Carolyn McCreary, Ruth Rhomenus, Harry Zane, Ed Kelley, John Ellis, Geoffrey Tillotson, Bonnie Tillotson, Karin Swanfeld, Alan Manoian, Jannice Livingston, Susan Tordella Williams, and Susan Copeland

**Absent:** Dan Gleason, Dan Graham

**Also in Attendance:** Courtney Starling, COG Consultant  
Robert Pontbriand, Town Administrator  
Carly Antonellis, Assistant to the Town Administrator  
Alan Manoian, Director, Economic Development  
Alicia Hersey, Community Development Administrator

**Call to order:** Meeting was called to order at 6 pm by Jane Morriss, who then turned the meeting over to Courtney Starling.

**Mission Statement:**

**MOTION:** Following a discussion session, Carolyn McCreary moved to accept the following wording for the Master Plan Mission Statement, Jannice Livingston seconded, and it was accepted by unanimous assent as follows:

*Ayer's place as the "Great Junction" endows the community with its heritage, people, businesses, neighborhoods, natural and cultural resources. These assets provide the framework for Ayer to be a diverse and inclusive community welcoming people to live, learn, work, and connect.*

**LOGO:**

The Committee agreed to adopt the "train logo" submitted by Charlotte, a graphic arts student at Nashoba Valley Technical High School. The Committee settled on adding the words "Great Junction" in an arch over the bridge in the logo and to add the word "Ayer" on the stripe appearing on the side of the locomotive. Jane Morriss agreed to inform Nathan Meharg of the Committee's decision, and to request that Charlotte prepare final versions in black & white as well as a full-color version of the logo. The committee would like them to be submitted as soon as possible so they can be posted on the website and used to brand Master Plan materials.

**Discussion of geographical comparisons with Ayer for the purposes of collecting data:**

Comparing and contrasting Ayer with its neighbors and peers will yield data to support and develop the Master Plan. The Committee instructed Courtney Starling to disregard Westford as a contiguous town. In the course of discussing these selections, it became clear that Ayer is truly at the "great junction" when it comes to statistical comparisons. Considering housing and transportation issues, the best match seemed to be the Montichusett Region (MRPC). However, a more creative approach is needed to come up with good comparisons for wages, housing and labor statistics. Comparing population density, we are most similar to Blackstone. Considering labor and housing comparisons Clinton, Hudson, Maynard, Littleton, Westford, Pepperell, West Concord, and Shirley seem to be the most similar. Harry Zane asked Courtney Starling to make certain to include a comparison of hazardous waste sites in her research. These sites seem to be related to military installations, industrial activity, and the proximity of railroads.

**Next Meeting:**

The next meeting will be held at 6 pm October, 25. Phase 1, consisting of housing and economic subgroups, will meet and report back to the Committee-as-a-Whole at its next meeting. Alan Manoian, Director of Community and Economic Development, will continue reaching out to various service organizations, clubs, and civic organizations as well as continuing a series of neighborhood walking tours.

**MOTION:** A motion to adjourn was made at 7:14 by Jannice Livingston, seconded Carolyn McCreary and was voted by unanimous assent.

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Minutes Recorded and Submitted by Co-Chair Jane Morriss

Minutes Approved On: Oct 25, 2016 Signed: Carolyn McCreary