

Town of Ayer

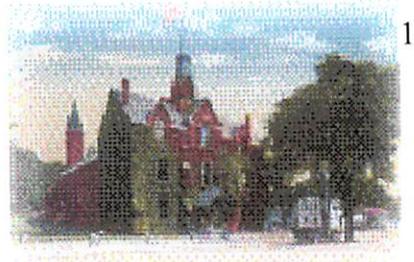
Board of Selectmen

Town Hall, First Floor Meeting Room

Ayer Massachusetts, 01432

Selectmen's Work-Shop

Tuesday, September 28, 2010



Richard D. Gilles Chairman (Chairman Gilles)	X	Carolyn McCreary, Member (Selectman McCreary)	X
James M. Fay, Vice-Chairman (Selectman Fay)	X	Gary J. Luca, Member- (Selectman Luca)	X
Frank F. Maxant, Clerk (Selectman Maxant)	X	Robert Pontbriand, Town Administrator	X
Janet Lewis, Secretary (Mrs. Lewis)	X		

6:45p.m. Open Session- Emergent Technology

Mr. Pontbriand announced to the Board and attendees present for the meeting to Emergent Technology unable to be present this evening, having just receiving a phone call advising to representatives being stuck in traffic and presentation postponed to October 5, 2010.

6:45p.m. The Board recessed briefly to reconvene back into Open Session to open the Goals & Objectives Workshop at 7:00p.m.

7:00p.m. The Board reconvened their meeting-Goals & Objectives Work Shop-Mr. Pontbriand presented the Board the Selectmen's six (6) page packets comprised of Goals & Objectives compiled by himself and former Town Administrator re various current/ongoing/and new projects the board has before them. Mr. Pontbriand requesting the Board prioritizes their goals individually and collectively. Mr. Pontbriand advising the Board to is speaking with staff during Department Head Meetings and incorporating their thoughts and requests into the document.

Selectman Fay thanked Mr. Pontbriand for preparing a very comprehensive document and presented his personal goals to the Board for their consideration:

1. Fire Station Re-Use (Washington Street. Station) Selectman Fay advising to this project being prepared to be presented to the voters at the Spring Annual Town Meeting in May 2011 re funding for conceptual engineering plan.
2. Town-wide Contract negotiations –Police, Fire, DPW, Town Hall, Telecommunicators, School. Completing all contract negotiations in a timely fashion-which would take priority over Re-Use.
3. Jbos-Elected Chairman at the recent JBoS Meeting-Looking to renegotiate the Town's Sewer Capacity Contract with Devens/MADEV as a goal for 2011.
4. Finance Policy put into place to ensure tax bills go out and is deposited in timely fashion.
5. Continue with Memorial Garden-new enrollees wishing to be placed on plaque.

Having said this Selectman Fay called for a Moment of Silence for Bernard Sweeney the Town's part-time Veterans Agent who passed away on 9-20-10 and filled in for Manny Velez the Town of Ayer's former Veteran's Agent when he would take his medical sabbatical during the winter months. Selectman Fay reflected on Mr. Sweeney's heroic military career and valuable assistance to veterans in the neighboring Towns.

Selectman Maxant-Selectman Maxant presented his personal Goals & Objectives to the Board. Devens ReUse foremost ensuring the Town's interests/promises is kept and urging for more communication.

2. Shared services –good things could be generated for the entire region including Ayer.
3. Parking Garage-Selectman Maxant stating this has been a long time objective and urging the Board to respond to DOT 8-17-10 letter re handicap access platform being accessible and Mohammed Khan writing

etter re technical objection re same. Selectman Maxant elaborating to the State Match (\$800,000.00) funding gone having received a call from Senator Eldredge. Selectman Maxant urging the Board to request Federal Representatives research if there is funding available to compensate loss of \$800,000.00 at the 10-5-10 Public Meeting at the Town Hall with Congressman Tsongas's staff, Mohammed Khan and David Maher to seek assistance from Congresswoman Tsongas to help make up DOT's re earmark and to also request someone from the Governor's Office be present as well for this meeting.

Selectman McCreary-Selectman McCreary stating her personal goal to have the Town of Ayer designated as a "Green Community" by meeting all five criteria this year and working with the Energy Committee to reduce energy consumption at all levels town-wide.

2. **Parking Garage** correcting misnomer that garage is Board of Selectmen driven and advising to citizens doing a lot of the leg work i.e. signatures collected by businessmen in Downtown Ayer and submitted to MRPC last week demonstrating the support for a garage in Ayer. Selectman McCreary advising as the Board's delegate to MRPC she has been involved from the beginning and would like to see this through.

3. **Stormwater** another timely and urgent measure the Town is undertaking advising to Public Outreach Meeting being formulated by Superintendent Dan Nason in October to educate the residents to Selectmen supporting this bylaw and the rules & regulations to bring the town into compliance with DEP and EPA standards.

4. **Comprehensive Plan**-Also something she has been involved with since its inception and would like to see this updated.

Selectman McCreary closing with her immediate priorities being the Parking Garage and achieving Green Communities Status for Town of Ayer.

Selectman Luca- Selectman Luca stating he felt the most important goal before the Board is the Governance Committee who is charged with coming back before the Board with recommendations re the form of government the Town should be looking at i.e. Town Manager, strong Town Administrator through establishment of Town Charter. Selectman Luca feeling in the mean time the Board should pick two or three projects, focus on them and get them done. Selectman Luca feeling his goals would be: JBoS, Evaluation of new Town Administrator in a timely fashion, establishing realistic goals/expectations as well as Department Head expectations, Contract Negotiations with all Town unions completed reminding Board to all seven contracts up at the same time, update Town policies i.e. Finance, employment, cell phone. Sharing of services look at all possibilities.

Selectman Gilles- Selectman Gilles stated his focus for the Town being strong financial policies in place to deliver quality services on a cost effective basis, Selectman Gilles participating on Finance subcommittee which researched the Town's financial resources to sustain sufficient levels of service. The Committee establishes five-ten year financial model/s to assist with providing planning projections for future civic leaders. This model being shared with neighboring towns as it relates to GASB 34 & 45 i.e. health insurance-post employment benefits. Selectman Gilles also echoing his fellow Selectmen re Parking Garage support, stormwater, sharing of services all very high on the list of priorities.

The Board reviewed current evaluation process re employees needing to be updated and advised to the Personnel Board currently updating the Town's Personal Policy & Procedures specifically Section 13. The Board restating their concern re Compensation Grid also needing to be re-looked/replaced/removed from policy.

9-28-10

The Board requested their comments/ follow-up be shared with the Town Administrator. Mr. Pontbriand advising to staff comments and wish list coming in from Department Heads re the Fy-12 Budget. The Board took comments from the floor. Mary Spinner requesting the Board's assistance to correct street listing/s and updating Business Certificates. Ms Spinner also requested the Capital Plan status due to last years requests going unfunded and if the Board is planning to continue this practice and if so to ensure forms get out early to Department Heads and set deadline for submittals. The Board stated their interest in Municipal Service Agreements i.e. Veterans Services, as well water resources near and dear. Chairman Gilles also reminding the Board to CDBG Projects for the new Grant round submitted by David Maher be revisited and submitted to the Town Administrator for incorporation into the application i.e. water main looping which has fallen behind over the years.

8:00p.m. Chairman Gilles called for a motion to adjourn the Work-Shop. Selectman Fay moved the Board adjourn 2nd by Selectman McCreary VOTE: unanimous, so moved.

8:00p.m. Meeting adjourned.

DATE: _____

Frank Maxant, Clerk
AYER BOARD OF SELECTMEN

9-28-10