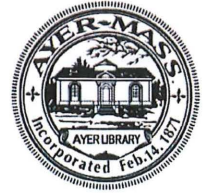


Town of Ayer  
Ayer Select Board  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
Ayer, MA 01432



*Broadcast and Recorded by APAC*

**Tuesday July 14, 2020**  
**Open Session Meeting Minutes**

**BOS Present:** Shaun C. Copeland, Chair; Scott A. Houde, Vice-Chair; Jannice L. Livingston, Clerk  
(Entered 4:46 PM)

**Also Present:** Robert A. Pontbriand, Town Manager; Carly M. Antonellis, Assistant Town Manager

**Call to Order:** S. Copeland called the meeting to order at 4:45 PM.

**Remote Access:** S. Copeland stated that pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A, Section 18 and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Ayer Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort has been made to ensure that the public can adequately access the proceedings as provided in the Order.

**Pledge of Allegiance:** Select Board members and meeting attendees stood and recited the Pledge of Allegiance.

*J. Livingston entered at 4:46 PM.*

**Approval of Meeting Agenda:** S. Houde asked to amend the agenda by adding "ASRHS Field Project" under New Business.

**Motion:** A motion was made by S. Houde and seconded by J. Livingston to approve the meeting agenda, as amended. **Motion passed 3-0.**

**Public Input:** None

**Superintendent Mark Wetzel, Department of Public Works:** M. Wetzel stated that the construction of the DPW Highway Storage Garage was recently completed. During construction there were unanticipated sub-surface conditions, such as 12 large boulders that had to be removed from the site. Additionally, the Sewer Force Main was discovered under the building location, not where it had been shown on the record plans. He is therefore requesting the authorization for Change Order 2 and authorization for the use of UDAG funds in the amount of \$53,490 for removal of the boulders and the sewer encasement.

**Motion:** A motion was made by S. Houde and seconded by S. Copeland to approve the authorization of UDAG Funds in the amount of \$53,490 for the DPW Highway Storage Garage. **Motion passed 3-0.**

**Motion:** A motion was made by S. Houde and seconded by J. Livingston to approve Change Order 2, as requested. **Motion passed 3-0.**

**Ayer Affordable Housing Committee:** *Request to Reduce Number of Seats* – Affordable Housing Committee Chair Janet Providakes is requesting that the number of seats of the AHC be reduced to five seats from seven and to add two alternate seats. She reported that the Committee is having a hard time achieving a quorum since receiving two resignations.

**Motion:** A motion was made by L. Livingston and seconded by S. Houde to reduce the number of the Affordable Housing Committee to five members, with two alternates. **Motion passed 3-0.**

*Update on the Various Activities of the AHC* – J. Providakes stated that the AHC is moving forward with submitting a warrant article for the 2020 Fall Town Meeting to establish an Affordable Housing Trust. The warrant article will also provide a \$30,000 request for seed funding. The proposed Trust's mission is to provide for the creation and preservation of affordable housing for the benefit of low- and moderate-income households. The Board of Trustees will be comprised of 7 members (SB rep, Affordable Housing rep, COA rep, Planning Board rep, three residents with real estate, banking, contractor, or social services backgrounds)

J. Livingston asked when the warrant for the Fall Special Town Meeting opened and closed. R. Pontbriand stated that the opening of the Fall Town Meeting Warrant will happen at August meeting of the SB.

S. Copeland asked about how the Trust gets funded moving forward. A. Hersey stated that in addition to the \$30,000 in seed money, building permit fees could be diverted to the Trust. Additionally, private contributions can be made.

**Town Manager's Report:** *Administrative Update/Review of Town Warrant(s)* – R. Pontbriand referenced the meeting packet memo, which contains a list of all the warrants signed since the BOS last met. Relating to COVID-19, things remain status quo and there are no negative trends to report. The School Superintendent is working on the reopening plan for the fall. R. Pontbriand have a brief update on outdoor seating requests and reported that the lower section of Washington Street was recently paved.

*August SB Meeting Date* – SB members discussed moving the August meeting date from August 11<sup>th</sup> to August 18<sup>th</sup> to avoid a conflict with the Planning Board. Members agreed; the next SB meeting will be held on August 18, 2020 at 6:00 PM.

S. Houde asked if there were any project renderings for Depot Square. R. Pontbriand stated that he could email them out.

**New Business/Selectmen's Questions:** S. Houde updated the SB on the School Fields project. He stated that the School Committee will be meeting on August 19, 2020 to present a consensus plan, option 1, which is down a scaled down version of what was previously passed in Ayer. The price is approximately \$5.2 – \$5.3 million. The School Committee will also be working on their public outreach plan.

*Other* – J. Livingston asked for an update of Master Plan for the next meeting.

**Approval of Meeting Minutes:**

**Motion:** A motion was made by S. Houde and seconded by J. Livingston to approve the meeting minutes from June 17, 2020. **Motion passed 3-0.**

SB members discussed the omission of S. Copeland being appointed to MRPC in the 6/30/20 DRAFT minutes. S. Houde also pointed out the header still had him listed as Chairman. C. Antonellis stated she had received that feedback previously and made adjustments accordingly.

**Motion:** A motion was made by J. Livingston and seconded by S. Houde to approve the meeting minutes from June 30, 2020, as amended. **Motion passed 3-0.**

**Adjournment:**

**Motion:** A motion was made by S. Houde and seconded by J. Livingston to adjourn at 5:22 PM. **Motion passed 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis, Assistant Town Manager

Date Minutes Approved by BOS: 8/18/2020

Signature Indicating Approval: Scott A. Houde