

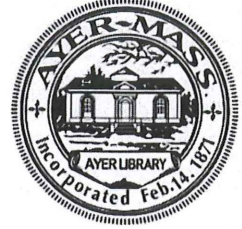
RECEIVED
FEB 17 2022

TOWN OF AYER
TOWN CLERK

3:03 pm

CV

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



Broadcast and Recorded by APAC

Tuesday February 1, 2022
Open Session Meeting Minutes

SB Remotely Present: Shaun C. Copeland, Chair, Chair; Scott A. Houde, Vice-Chair; Jannice L. Livingston, Clerk

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

Call to Order: S. Copeland called the meeting to order at 6:01 PM. Due to the ongoing COVID-19 Pandemic, in accordance with Chapter 20 of the Acts of 2021, suspending certain provisions of the Open Meeting Law (OML), public bodies otherwise governed by the OML are temporarily relieved from the requirement that meetings be held in public places, open and physically accessible to the public, so long as measures are taken to ensure public access to the bodies' deliberations "through adequate, alternative means." This meeting will be live on Zoom and Channel 8. S. Copeland stated that all votes will be taken by Roll Call.

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

Approval of Meeting Agenda:

Motion: A motion was made by S. Houde and seconded by J. Livingston to approve the meeting agenda. **By Roll Call**

Vote: S. Copeland, aye; J. Livingston, aye; S. Houde, aye; **Motion passed 3-0.**

Announcements: S. Copeland announced that the DPW will be performing snow removal operations on Main Street beginning at 10:00 PM on Wednesday, February 2nd. He also thanked DPW staff for a job well done during the latest snowstorm.

Public Input: None

Continued Public Hearing – Application for Flammable and Combustible Liquids, Gases and Solids License (G.L. 148 sec. 13) – ENI Fitchburg Road, LLC., 97 Fitchburg Road: S. Copeland reopened the public hearing at 6:05 PM. Building Commissioner Charlie Shultz stated that the assigned business address will be 97 Fitchburg Road when the sale takes place. He made a mistake in reporting the street address to the Assistant Town Manager. C. Shultz recommending using the parcel ID in the future.

Pauline Conley, 40 Cambridge Street asked for follow-up after the November 23, 2021 Planning Board meeting in which a company representative stated that there would be 6 employees on site at a time because at the last SB hearing it was called an unmanned facility. Jody Ameden, from ENI stated that it is an unmanned facility but there will be personnel such as drivers, technicians, in and out of the facility. P. Conley then asked how the site would be secured at 7:00 PM? Jody Ameden stated the facility will be locked at all times, except for authorized personnel. P. Conley stated that the lot size is misrepresented on the zoning map and asked Building Commissioner Shultz how it would affect the permit issuing. C. Shultz stated that in the Zoning Book it says 120,000 sq. ft. for industrial and the Planning Board found a mistake whereby it was supposed to be listed as 20,000 sq. ft. The Planning Board will be recommending a correction at the next Town Meeting. C. Shultz stated that they would still fit within current zoning because the lot size will exceed 120,000 sq. ft.

Motion: A motion was made by J. Livingston and seconded by S. Houde to approve the application for flammable, combustible, liquids, gases and solids pursuant to MGL c. 148 sec. 13 for ENI Fitchburg Road, 97 Fitchburg Road. **By Roll Call Vote:** S. Copeland, aye; J. Livingston, aye; S. Houde, aye. **Motion passed 3-0.**

Motion: A motion was made by J. Livingston and seconded by S. Houde to close the Public Hearing at 6:13 PM. **By Roll Call Vote:** S. Copeland, aye; J. Livingston, aye; S. Houde, aye. **Motion passed 3-0.**

Dan Van Schalkwyk, Director, DPW: *Main Street TIP Project Update and Request for Letter of Support* – D. Van Schalkwyk was in attendance requesting a letter of support from the Select Board for the Main Street TIP project. He stated that based on internal design meetings with Town officials and our engineering consultant, the preferred street design is for wider sidewalks with shared bike lanes as opposed to narrow sidewalks with dedicated bike lanes. Bike lanes are a standard of MassDOT for projects to be eligible for funding. The wider sidewalks are very helpful to the downtown economy. D. Van Schalkwyk presented a diagram which is a cross section of Main Street with the different lane and sidewalk widths. SB members agreed with the Shared Bicycle accommodation to allow for larger sidewalks. J. Livingston asked if there would be a rumble strip or any other indicators for the Shared Lane. D. Van Schalkwyk stated that traffic calming measures will be included. After the 25% design is complete, a public hearing will be held for public input.

Pauline Conley, 40 Cambridge Street asked about the public process. Sara Withee, 11 Groton Shirley Road asked about the timing of the TIP funding. R. Pontbriand stated that \$250,000 was authorized by the 2019 Annual Town Meeting.

Motion: A motion was made by S. Houde and seconded by J. Livingston to draft and approve a letter of support for the Main Street TIP process. **By Roll Call Vote:** J. Livingston, aye; S. Houde, aye; S. Copeland, aye. **Motion passed 3-0.**

Town Manager's Report: *Administrative Update/Review of Town Warrant(s)* - R. Pontbriand provided the Select Board with an update on the various activities, initiatives, and projects of the Administration since the Select Board last met. He also provided a list of signed Town Warrants in the meeting packet. He noted that there have been several promotions and new hires in the Police, Fire and Dept. of Public Works. He would like to bring the new hires to a meeting to meet the SB in the future. R. Pontbriand stated that the Ayer Shirley Regional School District will be joining the SB on Tuesday February 15, 2022 to present their FY '23 budget. The Nashoba Valley Technical High School budget will be released on February 11, 2022.

FY 23 Budget Update – R. Pontbriand asked that the SB move the 2nd budget presentation forum on March 30, 2022, to March 16, 2022, at 6:00 PM. He will also be presenting a DRAFT # 2 of the budget on March 1, 2022.

Motion: A motion was made by J. Livingston and seconded by S. Houde to move the 2nd public budget forum to March 16, 2022 at 6:00 PM and to do a DRAFT #2 update of the budget at the March 1, 2022 meeting. **By Roll Call Vote:** S. Copeland, aye; J. Livingston, aye; S. Houde, aye. **Motion passed 3-0.**

R. Pontbriand asked the SB if there were any questions on the budget at this point. There were none. R. Pontbriand stated after the Bi-Board meets next week, he will have a recommendation for the uses of free cash and an update on hiring a consultant for the ARPA funds.

New Business/Selectmen's Questions: *FY '23 Capital Plan Update (Select Board Member S. Houde):* S. Houde presented a matrix of the FY '23 capital budget requests. He noted that the Capital Planning Committee did two rounds of votes for all requests. R. Pontbriand thanked S. Houde for putting together the document.

J. Livingston asked for an update on the West Main Street Bridge at an upcoming meeting, potentially in March of 2022.

Adjournment: A motion was made by J. Livingston and seconded by S. Houde to adjourn at 6:52 PM. **By Roll Call Vote:** J. Livingston, aye; S. Houde, aye. **Motion passed 3-0.**

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

Date Minutes Approved by SB: _____

Signature Indicating Approval: _____

2/15/2022
James P. Livingston