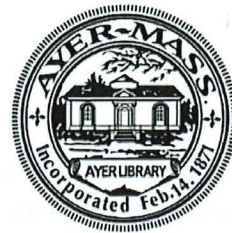


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JUN 21 2023

TOWN OF AYER
TOWN CLERK



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



Broadcast and Recorded by APAC

June 6, 2023
Open Session Meeting Minutes

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

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

Call to Order: S. Houde called the meeting to order at 6:00 PM. S. Houde further stated that this meeting/hearing of the Ayer Select Board will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation via Zoom is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in a specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. This meeting will be live on Zoom and Channel 8. The public may access the proceedings by joining Zoom (Meeting ID# 897 9080 0793) or by calling (929-205-6099).

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 J. Livingston and seconded by S. Copeland to approve the meeting agenda. **Motion passed 3-0.**

Announcements: S. Houde announced that the "Independence in the Ayer" event will begin on Friday June 23, 2023 and run through Sunday June 25, 2023.

Public Input: None

Ratification of Town Planner Appointment: R. Pontbriand was joined by Mr. Daniel Ruiz and Mr. Jonathan Kranz, Chair of the Ayer Planning Board (via Zoom). R. Pontbriand is requesting that the SB ratify his appointment of Mr. Ruiz as Town Planner. He is currently the Assistant Town Planner in the Town of Salisbury. He has a wealth of experience in municipal planning and permitting, as well as private sector project planning and an engineering background. His start date will be July 17, 2023.

Motion: A motion was made by S. Copeland and seconded by J. Livingston to ratify the appointment of Mr. Daniel Ruiz as Town Planner effective July 17, 2023. **Motion passed 3-0.**

Correspondence from MassDevelopment – Moore Airfield Autocross Events: S. Houde stated that the Board has received feedback from residents that the autocross events on Devens were causing noise pollution. The SB sent a letter to MassDevelopment citing their concerns and how the Town of Ayer would like to have more say into the events that are happening. The Town has now received correspondence back. S. Houde stated that he would like to invite MassDevelopment to an upcoming

meeting and has questions on how they are monitoring the noise level at the autocross events. J. Livingston said that Ayer is attempting to get a seat at the table so that MassDevelopment is aware of the sound concerns. Board members agreed to invite MassDevelopment to a future meeting. R. Pontbriand stated that the Town should perhaps pursue a 3rd party complaint line, similar to when the odor issues at Nasoya were at their peak.

Town Manager's Report - Administrative Update/Review of Town Warrant(s): R. Pontbriand provided a brief Administrative Update to the Select Board on the various activities, initiatives, and projects of the Town since the Select Board last met and referenced the Town Warrants that are in the Select Board's packet that were approved since the Select Board last met. He noted that Reserve Fund Transfers are being prepared and will be considered at the June 20, 2023, SB meeting.

Appointments & Reappointments Part 1 – R. Pontbriand referenced a memo in the packet from the Assistant Town Manager relative to appointments and annual reappointments.

New Appointment		
Board / Committee	Length of Term	Seeking Appointment
Affordable Housing Committee	3 Years	David Cibor, Term (Unexpired) to expire June 30, 2025
Reappointments		
Board / Committee	Length of Term	Current Member
Ayer Affordable Housing Trust	2 Years	Cindy Lavin
		Patricia Latimer-Bagni
Capital Planning Committee	3 Years	Richard Skoczylas
		James B. Pinard, Jr.
Cemetery Commission	3 Years	Susan Tordella-Williams
Conservation Commission	3 Years	Jennifer Amaya
Cultural Council	3 Years	Susan Tordella-Williams
Historical Commission	3 Years	George Bacon
Recycling Committee	3 Years	Scott Murray
Registrar of Voters	3 Years	Susan Copeland
		Barbara Wilson
Zoning Board of Appeals	3 Years	Sam Goodwin
		Michael Gibbons
		Jess Gugino
Not Seeking Reappointment		
Thomas McLain, Historical Commission		

Motion: A motion was made by S. Copeland and seconded by J. Livingston to approve the list of appointments and reappointments as presented in the packet. **Motion passed 3-0.**

ARPA Funds Update and Discussion – R. Pontbriand reported that during the recent National debate on raising the National Debt Ceiling, it was proposed to “claw back” certain unspent COVID relief funds. It appears that the funds will remain intact moving forward. The Town's current ARPA Fund balance is \$1,110,687.48. He has three potential proposals for use of ARPA funds for your consideration:

- *Senior Center/Community Center Design/Due Diligence* - Up to \$300,000 from ARPA funds for the design and due diligence for the Senior Center/Community Center project to be administered

accordingly by the Senior Center/Community Center Building Committee. The Building Committee currently has no funding to conduct any further professional design and due diligence on the project and the proposed site location.

- *Grove Pond Water Treatment Plant Clearwell Project* – He noted that it would be prudent to fund design of the Clearwell project at Grove Pond Water Treatment Plant. The Clearwell would resolve the water production capacity issues due to PFAS treatment at Grove Pond.
- *Sandy Pond Road Sewer Trunkline Rehabilitation* – The Town has allocated \$1.25M toward the rehab of the Sandy Pond Road Sewer Trunkline project. The project has been split into two phases – one to be performed in FY24 and the second in FY25 (presuming funding through capital FY25). The design is currently at 75% and the current cost estimate to do the entire project (Phase 1 and 2 from Westford Road to Central Ave Pump Station) is anticipated to be \$1,747,600. Therefore, a request for ARPA funds up to \$500,000 is recommended.

S. Houde stated that in initial ARPA discussions, there were conversations about having the staff, particularly in smaller departments weigh in on potential project ideas. R. Pontbriand stated that he was still putting that plan together.

S. Copeland asked what provision of the ARPA funds would the Senior/Community Center be? R. Pontbriand stated as infrastructure, as verified by the ARPA consultant. S. Copeland liked the idea of opening the spending discussion to departments.

J. Livingston stated that the \$300,000 for the design of the senior center seemed high.

Update on Opioid Settlement Allocation - R. Pontbriand advised that since the last meeting on May 16, 2023 he has formally contacted the State Attorney General's Opioid Settlement Division regarding the apparent disparity between the Town of Ayer and the Town of Harvard's opioid settlement allocations as discussed by the Select Board on May 2, 2023. He is still waiting to hear back.

Annual Select Board Committee Assignments – SB members discussed upcoming committee assignments. Members agreed to keep their current committees for the following year.

- Select Board Member Scott Houde - Capital Planning, Executive Bi-Board, Devens Committee (Town Committee)
- Select Board Member Jannice Livingston - Devens Jurisdictional Framework Committee, Rate Review Committee
- Select Board Member Shaun Copeland - OPEB Board and Affordable Housing Trust

2023 Select Board Summer Meeting Schedule – The SB discussed the summer meeting schedule. R. Pontbriand is recommending July 18, 2023 and August 15, 2023.

Motion: A motion was made by J. Livingston and seconded by S. Copeland to approve the SB Summer Meeting schedule, meetings to be held on Tuesday July 18, 2023, and Tuesday August 15, 2023 at 6:00 PM, both in-person and via remote participation. **Motion passed 3-0.**

New Business/Select Board Member Questions: None

Approval of Meeting Minutes:

Motion: A motion was made by S. Copeland and seconded by J. Livingston to approve the meeting minutes from May 16, 2023. **Motion passed 3-0.**

Adjournment:

Motion: A motion was made by J. Livingston and seconded by S. Copeland to adjourn at 6:34 PM.

Motion passed 3-0.

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

Date Minutes Approved by SB: June 20 2023

Signature Indicating Approval: Scott A. [Signature]