

Selectmen's Meeting
June 12, 2001
Ayer Public Library-lower level conference room-E.Main St., Ayer, MA

7:00p.m. The Board met with Vice-Chairman Jane Witherow, Selectman Bresnahan, Selectman Fay and Selectman Sullivan. Chairman Pena absent due to recuperating from recent surgery.

Public Input: Selectman Witherow opened the meeting by sending Selectman Pena the Board's best wishes for a speedy recovery.

Selectman Fay took this opportunity to wish Selectman Pena the best by performing a short skit pretending to conference call him from the hospital.

Public Input:

1. Selectman Fay-announced the 4th of July Celebration being held in Town of Ayer on Saturday, 6-30-01 at 2pm kicking off with a parade, followed by family fun and live entertainment at Pirone Park ending at dusk with a Fireworks Display. Contact Selectmen's Office for further information.
2. Selectman Witherow announced the National Award to be presented to Laurie Nehring on behalf of PACE by the Environmental Protection Agency later this month. Selectman Witherow advising this prestigious award is only presented once a year nationwide to one (1) person. The Board requested Ms. Nehring be invited to attend the next Selectmen's Meeting on 6-26-01 for official recognition by the Town.

The Minutes of 3-27-01, 4-24-01, 5-8-01 and 5-29-01 were read and accepted as presented by Selectman Fay, Vote to approve made by Selectman Fay, 2nd by Selectman Bresnahan VOTE: unanimous, so moved.

AGENDA ITEMS:

1. **Fy-02 Appointments-** The Board reviewed the appointments under the direction of the Selectmen and made the following requests:
 - List assistants to: Town Accountant, Economic Development Director's Offices
 - MRPC: change alternate-list vacancy, add: Montachusett Joint Trans. Rep. -James Lucchesi
 - Nashua River Greenway Rep.- request if representative still wishes to serve & inquire of what work is performed.
 - Advisory Board: add R. Neville Markham and advertise three (3) vacancies
 - Cable Commission -advertise 1 vacancy
 - Communications Committee-advertise 1 vacancy
 - remove the Administrative Assistant to Planning Board, Conservation & ZBA from list
 - ZBA-inquire on legality of member of ZBA also serving on Planning Board, advertise 2 vacancies
 - ADA Co-Ordinator the Board to negotiate with Town Administrator
 - Personnel Board -advertise 2 vacancies
 - Capital Planning-add: Chairman Robert Pena, Vice Chair as alternate
 - Community Preservation Com-list appointees
 - Devens Five Year Review Com.-delete Gerald Quigley-add Board of Selectmen individually
 - Remove Devens Exploratory Com. from list-(Ad-Hoc Committee)
 - Recycling Com-specify only advisory capacity
 - add Insurance Advisory Committee to list-Town Administrator to develop list of members

Agenda Item #2. Economic Development Director's Report

1. CDBG Grant Award \$585,831.00 -Mr. Suhoski announced the award to the Board and thanked all those responsible from the State Dept. to local officials and employees for the submittal and success of the grant application. The new grant to fund approx. 16 new units of substandard housing and infrastructure programs i.e sidewalks, curbs along W. main St., as well as admin. expenses.
2. Grant Administrator's Position: The Board was advised to the CDBG Grant award includes funds for the vacant Program Administrator/Grant Administrator position. Mr. Suhoski to submit a job description and prepare to advertise for the position upon written receipt of the award.
3. West Main St. Bids:- The Board awarded the Sidewalk, Curbing, & full-width roadway reconstruction to Newport Construction based upon the recommendation of the Town Engineer Tata & Howard,

Supt. Madigan and Mr. Suhoski for the bid award not to exceed \$292,210.00 and authorized the Vice-Chair to sign the contract in the absence of Chairman Pena. Motion made by Selectman Fay, 2nd by Selectman Sullivan VOTE: unanimous, so moved.

4. Town Hall Restoration Update: The Board authorized Mr. Suhoski to re-bid the sub-contracting contract re: Plastering. Motion to approve the re-bidding re: the plastering sub-contract made by Selectman Bresnahan, 2nd by Selectman Sullivan-VOTE: unanimous, so moved.

Agenda Item #3. Fire Chief

1. The Board appointed Arthur Pedrazzi, Wellman Parker, James Pinard, William Adamson, Donald Wallace, Sean Murphy, and Arthur Boisseau to the Fire Station Building Committee. Motion to appoint made by Selectman Fay, 2nd by Selectman Bresnahan, VOTE: unanimous, so moved. Town Administrator Anita Hegarty to serve as Liaison to the Selectmen.
2. The Chief reviewed the selection criteria regarding the Captains positions at the Ayer Fire Department with the Board. Chief Fillebrown recommended the appointment of Robert Pedrazzi, Paul Fillebrown Jr., and Timothy Johnston to the position of Captain based upon receiving the highest score on the written test and Interview/Evaluation administered by neighboring Fire Chiefs. Motion to approve the recommendation of the Fire Chief made by Selectman Bresnahan, 2nd by Selectman Fay, VOTE: unanimous so moved. The Board congratulated the Chief on completeness of criteria as well as the three finalists. Town Administrator to submit letters of appreciation to the neighboring Chiefs for their assistance.

Agenda Item #4. Supt. Madigan's Report

1. The Board awarded the bid for the West Main Street Water Main Project to R.M. Pacella, Inc. for the bid award no to exceed \$278,032.72 based upon the recommendation of the Town's Engineer Tata & Howard, and Supt. Madigan's recommendation dated 6-7-01. Motion to approve made by Selectman Fay, 2nd by Selectman Bresnahan authorizing the Vice-Chair to sign the contracts in the absence of the Chairman.
2. Project 90 Reimbursement Request Fy-01-The Board approved the Chapter 90 W. Main St. roadway reconstruction to Newport Construction Co. for the low-bid of \$139,000.00. Motion to approve made by Selectman Fay, 2nd by Selectman Sullivan, VOTE; unanimous, so moved.
3. Supt. Madigan announced the MEMA reimbursement to the Town of Ayer for State of Emergency Storms- 3/01 in the amount of \$23,527.65 recognizing DPW Office Mngr. Pam Martin and DPW Highway Foreman Larry Caldwell for all their assistance.
4. The Board set back the Phosphorous Study Contract for their next meeting scheduled for 6-26-01.
5. The Board awarded the Back-Flow Test Contracts to Thurber Water Technologies for the cost per device survey test cost of \$34.00. Motion to approve made by Selectman Sullivan 2nd by Selectman Bresnahan, VOTE: unanimous, so moved.
6. Supt. Madigan presented the 2000 Water Quality Report to the Board announcing that during the year 2000 the Town of Ayer has been highly successful in producing and providing a high quality supply of water. Selectman Bresnahan congratulating the Water Department for their conscientious efforts. The Board requested the report be made available to consumers, media.

Agenda Item #6. Town Administrator's Report.

1. Ms. Hegarty updated the Board to the Personnel Board meeting on June 11, 2001 and submitting the following recommendations to the Selectmen for the Council on Aging positions:
Director-Grade 9 Step 1=\$18.08/hr.
Admin. Asst./Nutrition Mnrg.- Grade 3 Step 1=\$10.98/hr.
Van Driver-Grade 2 Step 1=\$10.09/hr.
Selectman Fay moved the Board accept the recommendation of the Personnel Board and approve the pay scale for the above three positions as stated above, 2nd by Selectman Sullivan, VOTE: unanimous, so moved. Salary increases to be retro to July 1, 2000, funds allocated in budget for increases.
Selectman Fay moved retro pay back to 7-1-00, 2nd by Selectman Sullivan, VOTE, unanimous, so moved.

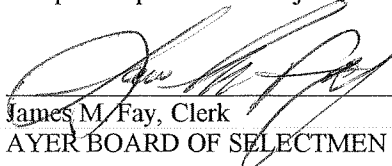
2. Ms. Hegarty advised the Board to her meeting with the Parks Dept. and obtained their approval to place portable ADA compliant potties at the Town Beach & Pirone Park. Ms. Hegarty reviewed with the Parks Dept. Long term solution to overall master plan for the Park restrooms/concession stand. On that note Selectman Fay urged the Board to release the Press Release advising the citizens to the Boards action addressing ADA issues/compliance throughout the Town of Ayer as well as the Pirone Park restrooms.
3. Ms. Hegarty advised the Board to Supt. Madigan requesting a policy on the use of Transfer Station by residents soliciting signatures/campaigning. The Board agreed there was no need for policy but safety issues should be addressed.
4. The Board authorized the Town Administrator to begin contract negotiations with the Fire Chief, Superior Officers at the Police Department, and to advise the Police chief of no need to re-open his contract until issue resolved. Ms. Hegarty advising the Board to her meeting with the DPW Union this week and will keep the Board updated prior to finalizing.
5. The Board approved of Pamela Martin, Office Manager of the DPW being bonded per the recommendation of the Treasurer/Auditor. Motion to approve made by Selectman Sullivan 2nd by Selectman Fay, VOTE: unanimous, so moved.
6. Ms. Hegarty presented to the Board copies of Reserve Fund Transfer for the Selectmen's Office one for the Selectmen's Dept.: \$19,500.00 Selectmen's Budget and \$350.00 for Parking Tickets. The Reserve Fund Transfers to be submitted to the Advisory Board for their Meeting on 6-13-01. Ms. Hegarty advising the Board to Fire Dept. call Volunteers needing a reserve Fund Transfer for \$32K due to salary of call fire-fighters being inadequate for a number of years.
7. Ms. Hegarty advised to her review of the Fy-02 Appointments and the need for the Selectmen to establish an Insurance Advisory Committee.
8. Ms. Hegarty advised the Board to the Army Corp of Eng. Starting on 6-13-01 the groundwater testing, re: Shepley Hill advising to one test well per day being conducted with work to be completed by the end of next week. Flyers have been distributed to neighborhood and business along route.
9. The Board endorsed the Contract for Atty. Charles Perkins re: the P&S on behalf of the Town for four (4) parcels: 15, West Main St., 17-23 W. Main St., 2 Park St., & 4 Park St., Ayer, MA.

Selectmen's Questions:

1. Selectman Fay requesting citizens writing to the Selectmen should identify themselves and person they are complaining about if they are seeking Selectmen's action. Anonymous letters remain just that.
2. The Board was updated to dog complaint by residents and Chief advising residents to log having to be kept re: barking-- Police cannot take action without.
3. Selectman Witherow advised the Board to attending Lottery re: 68 E. Main St. Condos and happy to announce that two (2) residents from Ayer are now new home owners and one (1) resident from Leominster qualified for the State-wide unit.

8:45p.m. Selectman Fay moved the Board adjourn from Open Session to enter into Executive Session pursuant to MGL Chapter 30 Section 23B Exemption #3, to re-enter into Open Session for the sole purpose of adjourning the meeting, 2nd by Selectman Sullivan, VOTE: unanimous, so moved.

8:45p.m. Open Session adjourned.

 DATE: 6/26/01
James M. Fay, Clerk
AYER BOARD OF SELECTMEN