

Selectmen's Meeting
Monday, November 16, 1998
2nd Floor Town Hall, 1 Main St., Ayer, MA

7:00p.m. *Open Session*

The Board met with Chairman Hamel, Selectman Bresnahan and Selectman Sullivan.

The Minutes of November 2, 1998 were accepted with amendments.

Public Input: Chairman Hamel requested if there was anyone present wishing to be heard, no one stepped forward.

1. Chairman Hamel announced the cancellation of the Town Engineer interview from the Agenda.

2. **Supt. Girouard's Report:** (see report dated November 13, 1998)

Action Items:

1. The Board was advised to status of Front-end Loader not being on the State Bid List and of process to advertise to solicit bids. Funding source: Chapter 90, Estimated Cost \$25,000 for five (5) year lease. (\$125,000.00).

2. The Board reviewed with Supt. Girouard the Analysis of the Sodium & Chloride levels in the towns eight (8) ponds. Chairman Hamel related her concerns with levels in Grove Pond being higher than others-Supt. Girouard advised to levels being higher due to proximity to Barnum Road and of levels being higher as they proceed through Town. Selectman Sullivan requested Supt. Girouard to break out for him the safety levels and drinking levels for sodium and chloride and report back to the Board.

3. The Board awarded the Bid for Screened Sand to Scott Evans of Harvard, MA for the bid award of \$8.50 per cubic yard. Motion made by Selectman Bresnahan, 2nd by Selectman Sullivan, VOTE: unanimous, so moved.

4. The Board requested Supt. Girouard get a Copy of the Crabtree Bond from the Planning Board due to request for a Bond reduction of Fletcher Pond Estates. Selectman Bresnahan expressed his concern with how they came up with the low numbers. Supt. Girouard stated he would be meeting later this week with John Wolantis and would also request a letter from David Ross re: the Bond Reduction Request. Selectman Sullivan stated the focus should be on the true cost of the project. Supt. Girouard to report back with his findings.

5. The Board approved of Supt. Girouard's Five (5) prioritized areas for new guardrails:

1. Bligh St.-- 2. Sandy Pond Rd-at house #126 at banking---Sandy Pond Rd from Pole #83 to Pole #77--- -Sculley Road from corner to first house on right, West Main St. from Main gate to Shirley Bridge. Process to begin Spring 99 with a combined cost of \$53,325.00. Selectman Sullivan moved the Board accept Supt. Girouard's recommendation for items #1-5 for cost shown on breakout, 2nd by Selectman Bresnahan. VOTE: unanimous, so moved. Funding: Chapter 90. Selectman Bresnahan verified with Supt. Girouard that funding would still be available as well for the Front-end Loader along with the new guardrails. Supt. Girouard stated yes. Supt. Girouard to research procedure for encroachment over tracks belonging to B&M and report back re: other projects planned for sidewalks for the next construction season.

6. Supt. Girouard presented to the Board Tata & Howard's recommendation re: Crabtree Water Pressure. Tata & Howard informed the Town to Crabtree being below the recommended minimum pressure due to elevations in the sub-division. To increase pressure in the sub-division Tata & Howard recommended that the Town construct a booster pump station. The project would require hydraulic requirements, preparation of plans and bid specifications, award and construction of the pumping station approximate cost for this work is estimated at \$125,000.00 to \$250,000.00 depending on design. Selectman Sullivan addressed other areas in Town with low pressure due to being on dead end mains. The Board requested a article be prepared for the ATM in Spring of 99.

7. Supt. Girouard to present the contract re: Town of Ayer Hydraulic Water Study Model to the Board for their next meeting.

8. The Board approved of Tata & Howard to develop the Town's Aquifer Protection District By-law not a cost not to exceed \$1,500.00. Motion made by Selectman Sullivan, 2nd by Selectman Bresnahan, VOTE: unanimous, so moved. Selectman Bresnahan requested Supt. Girouard work with proper boards in Town to reach a collaborative effort.

9. Supt. Girouard presented the Spectacle Pond Satellite Schedule developed by Tata & Howard. Supt. Girouard to develop specifications for Selectmen's approval designating responsibilities of all parties.

10. Supt Girouard advised the Board to status of Water/Sewer Billing software re: Y2K compliance at the Grove Pond Water Treatment Facility. Systems are in compliance with Y2K issues.

11. The Board approved the Change Order for Tata & Howard for the Chemical feed pump at a cost of \$2,977.00.

12. The Board was advised to DPW going House to House re: the I/I Survey Notices. This process to locate sources of storm water inflow to the sanitary sewer. House to House inspections to begin Nov. 21, 27, & 28, 1998 from 9am to 2pm.

13. The Board approved of the following Sewer Permits: for existing home at 51 Groton Harvard Rd., 53 Groton Harvard Rd., 107 Oakridge Dr. and 112 Oakridge Drive and Lot 14-3 Pingrey Way. Based on no second to Selectman Bresnahan's motion to approve the sewer permits for Mr. Wolantis at Fletcher's Pond Estates, Selectman Bresnahan requested Town Counsel be contacted re: advising the Board if they have authority to not approve sewer permits when Planning Board approved the plan and the town has capacity.

14. Selectman Sullivan requested Supt. Girouard to check into complaint he received re: smell of sewerage on Highland St/Winthrop St. Area.

Rep. Hargraves Office Hours: Rep. Hargraves announced the award of \$31,000 to the Nashoba Partnership and of School Dept. being notified earlier today; and of Devens, Shirley and Harvard being notified today of \$103,000.00. Chairman Hamel welcomed Ayer residents to come into the Town Hall from 7-8p.m. to meet with Representative Hargraves if they have questions of concerns wish to address with him.

3. 8:00p.m. Public Hearing: Transfer of Alcohol License: Shaker Hills Golf Club.

The Board met with Attorney John Coyne of Menard, Murphy & Walsh LLP of Boston, MA representing the Shaker Hill Golf Course, Norman Kenney-President/Director of Shaker Hills and Mark Martin-Manager for the Club License. Chairman Hamel requested if the legal notice was received and recorded with the application. Mr. Coyne responded it had. Chairman Hamel requested if there was anyone present this evening wishing to speak for or against the transfer-no one stepped forward. Atty. Coyne stated the transfer of the license from J&J Chefs, a private contractor, to the Shaker Hills Golf Club for the restaurant operation would provide better control with the operation and management of the facility. Mr. Coyne introduced Mark Martin the new manager, associated with Fruitlands who will be running the restaurant's operations. Selectman Bresnahan after a review of the license documentation moved to approve the transfer of the All Alcohol License from J&J Chefs-D/B/A the Players's Club Grille to the Shaker Hills Golf Course, and to approve the new Manager of the Club, 2nd by Selectman Sullivan, VOTE: unanimous, so moved.

4. Town Accountant-Lisa Gabree

The Board reviewed with Ms. Gabree the Encumbered Funds Report depicting unused encumbered articles. The Board addressed the Pleasant St. School -Selectman Bresnahan suggested the Historical Commission consider repairing the roof of the School with a portion of the balance of the encumbered funds. Selectman Hamel explained that the encumbered funds were the balance realized from the Pleasant St. School fire and were in a special account controlled by the Ayer Historical Commission. The major portion of these funds were intended for payment of a portion of the Fire Alarm System at the school part of which was paid by the Masons and part by the Ayer Historical Commission, once in agreement was reached regarding usage of a rear room in the school.

On another matter the Board met with Ms. Gabree re: Y2K issues. Selectman Bresnahan voiced his displeasure with Town departments not responding/ignoring Ms. Gabree memo to respond with their current computer status i.e. software/hardware needs to come into compliance with Y2K. Selectman Bresnahan instructed Ms. Gabree to issue another memo from the Board of Selectmen demanding immediate action and an explanation.

5. *Economic Development Director's Report:* The Board met with Diane Sullivan re: her 1999 Budget. Ms. Sullivan advised the Board to her budget moving from a Calendar year to a Fiscal Year status and of need to request additional funding re: this change over.

The Board approved the following Budget Transfers:

1. Economic Development: Transfer from UDAG \$25,622.89 to fund the period of 7-1-98 to 12-31-98.
2. MA Small Cities: Transfer from UDAG \$3,372.25 to fund the period of 7-1-98 to 12-31-98.

Motion made by Selectman Bresnahan, 2nd by Selectman Sullivan, VOTE: unanimous, so moved.

6. *Fire Chief's Report:* The Board met with Fire Chief Paul Fillebrown.

The Chief presented to the Board his recommendation for a fire alarm system for the Town Hall. Chief Fillebrown stated he had met with the architect and Building Inspector and all had agreed to the need for a panel board with the Building under restoration this board would target most of the space from the 1st floor to the third. The Fire Chief stated he is presently seeking vendors to do a cost estimate. Selectman Bresnahan suggested a local contractor from Groton, Peter O'Sullivan, be contacted, he has worked in town on many buildings and businesses.

On another matter the Board met with the Fire Chief re: Crabtree Fire Protection. Fire Chief Fillebrown stated there is no area in Town without Fire Protection. Ayer has endless supply of water and Fire Dept. has a Fire Protection Plan for every section of Town. Town of Ayer is in great shape most other Towns have to rely on portable water system. Regarding Crabtree there is hose capacity, jockey hydrants for hilly sections and a immense water supply from Westford Rd. main. The Chief reviewed with the Board a Plan prepared by SEA depicting the Towns Water Distribution system dated 1990 showing five phases to improve the Town's water supply.

The Board took this opportunity to congratulate the Chief on the newest Fillebrown arrival a baby boy born tonight to his son Paul Jr. and wife.

7. *Park Dept.-rescheduled for next Selectmen's Meeting.*

8. *Selectman Sullivan, re: use of Town Counsel for the Guilford Ind. Proposal.*

Selectman Sullivan stated the need to have all departments/Boards/ Committees meet with Town Counsel to know how to interpret and use the Town's By-laws re: Guilford Industries proposed unloading facility. Selectman Sullivan suggested all Town Departments, Board, Committees & PACE meet with Town Counsel at a co-ordinated meeting to utilize the By-law to the fullest effect. Selectman Sullivan moved the Board direct Mr. Kreidler to send a memo to all town Departments/Boards re: a coordinated meeting with Town Counsel i.e. Planning Board, ZBA, Health, Building/Zoning, Fire, PACE re: the Guilford Industries proposal. Selectman Hamel suggested the Nashoba Boards of Health be contacted to get involved as well, they have not participated in Town projects and she like to see them get involved. Selectman Bresnahan suggested perhaps the Ayer Board of Health that needs to get involved in some of the environmental; projects. Selectman Bresnahan 2nd Selectman Sullivan's motion, VOTE: unanimous, so moved.

9. *Town Administrator's Report:*

1. The Board approved of the 1999 Alcohol Licenses Renewals as presented by Mr. Kreidler. Approved for renewal: Tiny's, Fort Corp., Ayer Gun & Sportsmen's Club, C.R. Pierce, Ayer Package Store, Jack-O-Lantern, Carlin's, LaSita, Nashoba Restuarant, BAP Ram/Roux's & Shaker Hills Golf Club

which transferred earlier tonight. Selectman Bresnahan requested restrictions placed on individual licenses be made part of License document i.e. Exxon-which is still awaiting ABCC approval.

2. The Board set December 7, & 21, 1998 for the December Selectmen's Meeting and January 11, 1999

3. The Board set Saturday, December 5, 1998 at 9:00a.m. for the Site walk of Guilford's proposed Auto Unloading Facility. Everyone to meet at the end of NEMCO Rd. by Silo's (near dirt road).

4. Mr. Kreidler advised the Board to nine consultants being mailed out proposals by the Planning Board, re: the Town's Consultant By-law for the Guilford Industries Proposal and of only five companies expressing interest. The closing date for proposals being Nov. 24, 1998 at 7:00p.m.

5. Mr. Kreidler advised the Board to alternatives available to the Board regarding a Sewer Bank.

(see memo dated 11-13-98)

9:39p.m. Selectman Bresnahan moved the Board adjourn from Open Session to enter into Executive Session pursuant to M.G.L. Chapter 39, Section 23b, Exemption #6 to adjourn from that Executive Session and enter another Executive Session pursuant to M.G.L. Chapter 39, Section 23b, Exemption #3 to adjourn from that meeting for the sole purpose of adjourning the meeting, 2nd by Selectman Sullivan, VOTE: unanimous, so moved.

 -DATE 12/14/1998
Paul D. Bresnahan, Clerk

AYER BOARD OF SELECTMEN