

SELECTMEN'S MEETING
WEDNESDAY, APRIL 8, 1992
AYER TOWN HALL-2ND FLOOR MEETING HALL
MAIN STREET, AYER, MA.

7:30P.M. OPEN SESSION

Present for the meeting: Chairman Mckinney, Selectman Slarsky and Selectman Jones.

Chairman McKinney Called the meeting to order.

The minutes of 3/24/92 were set back for clarification.

The Board approved a One Day Beer & Wine license for CPF/Copeland Drive, Ayer, Ma., for Friday, May 29, 1992 for a Fund Raiser to be held on the grounds of the company. The area is to be roped off and alcohol consumed within the area. Start time and close time to be stipulated on the license. Selectman Slarsky moved to approve the licence seconded by Selectman Jones, VOTE: unanimous.

Chairman McKinney called the next agenda item forward: the appointment of the Town of Ayer Police Chief.

Chairman McKinney gave a brief background re: the position, stating the position became available after the resignation of Chief Philip Connors in October of 1991. Chairman McKinney stated during this time to present Arthur Boisseau has been Acting Chief of the Ayer Police Dept. The Town advertised the position in local papers as well as with Police Chief's various associations. The Town received over 150 applications for this position. The Selectmen appointed a Screening Committee to review and select those most qualified resumes to be interviewed. The Committee narrowed the field down to twelve applicants. The Committee once interviewing the applicants came back to the Board of Selectmen with three applicants along with Chief Arthur Boisseau. Joseph Piccotti of Fairport, N.Y. William Morrison of Lunenburg, Ma. and Leonard Wetherbee of Harvard, Ma. The three (4) candidates were interviewed by the Selectmen, one candidate dropped out, and narrowed the field to three candidates: Mr. Piccotti, Mr. Morrison and Acting Chief Boisseau. Chairman McKinney called for a motion to appoint the next Police Chief of the Town of Ayer. Selectman Jones stated that the process was indeed a thorough one making for a very difficult decision. After reviewing and meeting with all three candidates and giving his review briefly of his assessment Mr. Jones moved Joseph Piccotti be appointed the Police Chief.

Seconded by Chairman McKinney. Selectman Slarsky protested at this time that he did not have a chance to present his recommendation. Selectman Slarsky stating in the past the Board would each nominate a candidate and votes collected by each candidate would determine the appointment. Chairman McKinney referred to Parliamentary Procedure to rule on this situation. Moderator Charles Horgan who was in attendance for the appointment stated his determination of Parliamentary Procedure to the Board. Chairman McKinney moved to rescind the vote and reopened the nominations to the Board. Selectman Slarsky moved that Acting Chief Arthur Boisseau be appointed the Chief of Police for the Town of Ayer, Selectman Jones nominated Joseph Piccotti be appointed Police Chief, Chairman McKinney voted for Acting Chief Boisseau.

VOTE: Joseph Piccanti- one vote - Selectman Jones
Arthur Boisseau- two votes- Selectman Slarsky and
Chairman McKinney

Acting Chief Arthur Boisseau was appointed the new Police Chief for the Town of Ayer. The Board welcomed Arthur Boisseau to the table to congratulate him and welcome him into the position.

The Board met with Town Treasurer, Thomas Callahan, re: the Commonwealth of Massachusetts-Public Employee Retirement Administration. Functions and responsibilities re: impact of new legislation (H.6308). Mr. Higgins advised the Board this item came about due to PEBSCO representative meeting with Mr. Callahan and Mr. Higgins and stated that all employees as defined by Federal law were required to participate either in social security or a retirement system maintained by the public employer that meets the requirements of OBRA 90 Social Security Provision. Employees that are part-time, temporary seasonal as defined by the regulations must participate in a retirement system that vests them immediately with at least 100% return of their contributions, plus reasonable interest. Mr. Higgins stated as he understood this new legislation the Town of Ayer must exercise this option and accept the provisions of G.L. C29, S.64C and mandate participation in a program identified in that section, a deferred compensation program, a tax sheltered annuity or a defined contribution plan. Mr. Callahan stated he disagreed with this new legislation and advised the Board to hold off acceptance until more information becomes available. The Board requested Mr. Higgins investigate and report back to the Selectmen on this matter as soon as possible.

The Board met with John Dristilaris, the Town of Ayer Police Department's DARE Officer.

Mr. Dristilaris stated the 5th and 6th grade along with the 7th and 8th grade Art Classes at the Page School and the Jr. High will be participating in a Spring safety theme project by illustrating through drawings topics of public safety i.e. seatbelt safety, Say no to Drugs, and Don't drink and drive.

Mr. Dristilaris stated the best of the illustrations will be reproduced on plywood donated by G.V. Moores. Mr. Dristilaris requested when the illustrations are complete would the Selectmen allow the signs to be displayed along Main Street possibly attached to light poles for public viewing. Mr. Dristilaris stated the exhibition would act as a true reminder to the public about the importance of safety on the roadways and as a great incentive for the youth to willingly participate in future activities in the area of crime prevention. The Board wholeheartedly voted in support of this activity but requested the sign be removed properly after the exhibit is over.

EXECUTIVE SECRETARY'S REPORT:

1. The Board was advised of the negotiations being concluded with COG-Community Opportunity Group for administration of the Mass. Small Cities Grant. The Board was advised of the final contract price being reduced down from \$100,500 to \$99,000. The \$1500.00 savings resulted in the procurement phase being completed re: design & engineering services for the Water Main installation.
2. The Board was advised that the Selectmen's request and subsequent vote of 4-4-92 meeting re: ballot question for 4-27-92 election ballot for roadway improvement was submitted to the town Clerk on 4-6-92.
3. The Board was advised of FY-93 Budget proposals being prepared for their review as well as the Advisory Boards recommendations, both reports were presented for the Selectmen's review.
4. The Board was advised of letter being submitted to the Selectmen from Fort Devens's Legal Office, prohibiting Col. Hoover from endorsing the Town's letters to the Congressional delegates re: the PL-874 shortfall.
5. The Board was advised of B&M Railroad progressing with their proposed development of a shortage area on Fort Devens and their preparation to appear before the Joint Boards re: their plans.
6. The Board was presented a resolution to call upon the Commonwealth of Massachusetts to distribute the full amount of the municipal share of the state lottery tax collections in the highway funds.
7. The Board was reminded of upcoming meetings:
Joint Boards - 4/16/92 hosted by Ayer- 7:00P.M. TOWN HALL
Selectmen's Meeting-April 21, 1992

SUPT. REDFIELD'S REPORT

1. The Board reviewed the DPW action list for 4-2-92
2. The Board was advised of memo going out to Water, Sewer,

Highway and Equipment Repair Division employees advising them of as of 4-6-92 the DPW work hours will begin at 6:00A.M. and end at 2:30p.m. Office hours at the DPW will remain the same 7:30A.M. to 3:30P.M.

3. The Board was advised of Supt. Redfield attempts to notify the proper authorities re: the 3-24-92 Selectmen's request on heavy metal contamination discovered in Plow Shop Pond. Supt. Redfield stated he contacted the following: Com. of Ma. Fisheries & Wildlife Enforcement Div., the U.S. Environmental Protection Agency (EPA), Com. of Ma. Dept. of Public Health-Sanitation Division. Supt. Redfield stated to date he has not had a response. Supt. Redfield stated on 3/30/92 he contacted Nashoba Boards of Health as well U.S. EPA. The EPA stated they are continuing their investigation the Plow Shop heavy metal contamination and that the EPA and Ft. Devens are still investigating and have not performed the Risk Assessment Evaluation due to the TRC information released at the 3-24-92 meeting was still in its preliminary stages. (see report 4-8-92)

4. Supt. Redfield presented a Gasoline cost comparison assessment to the Board.

5. The Board accepted Supt. Redfields recommendation and awarded the MSCP 16" water main installation to GCG Assoc. of Lynnfield, Ma. for the contract price of \$64,490.00 contingent upon EOCD and the Town entering into a Grant Agreement for the funding of this project.

6. The Board approved a letter to Howland Eng. authorizing them to perform resident engineering services for the installation of the Belt Filter Press for the contract price of \$46,325.00.

7. Supt. Redfield advised the Board stating when the Board authorizes Howland Eng. to perform the optional resident engineering with a not to exceed limit of \$8,100.00 she will sign contract #2 Belt Filter Press Installation awarded to Waterline Ind. Town counsel has signed off this agreement approving it as to form. Supt,. Redfield requested the Board sign off Contract #2 Belt Filter Press Installation awarded to Waterline Ind. to be resubmitted to the Town Accountant with the approved authorization to proceed for Howland Eng. to perform resident Eng. Serv. at a maximum of \$8,100.00. after approval from the Town accountant Supt. Redfield with distribute contracts.

Selectman Slarsky moved the Board adjourn from Open Session to enter into Executive Session re: Salary negotiations. Seconded by Selectman Jones,. VOTE: unanimous, so moved.

9:45 P.M. EXECUTIVE SESSION OPENED.

Chairman Mckinney opened the floor for the Board's independent determination. Selectmen Jones stated that this appointment was one of the most difficult decisions to make. Selectman Jones stated this task would have been a lot easier if there weren't so many qualified people applying for the position. Selectman Jones stated one of the applicants has worked for the Dept. for thirty years (30) and performing as Acting Chief for the past six (6) months. Unfortunately one of the responsibilities the Board is tasked with is who could do the best job and there might be another candidate who could do a better job. Selectman Jones made a motion to appoint Joseph Piccotti of Fairport, N.Y. Chairman McKinney seconded the motion for discussion. Moderator Charles Horgan requested to speak at this time requesting if there was a motion on the floor, moved and seconded? Chairman McKinney stated yes, a motion was made and seconded for discussion. Selectman Slarsky stated it was his experience on the Board of Selectmen that when there is an appointment to be made, the Chairman asks for nominations, not necessarily a motion. Selectman Slarsky requested that the Board continue with the same procedure and that there be nominations and the nominations have a majority would be the one that the motion be made on. Selectman Slarsky objected to being precluded from being able to make a nomination and for fairness he felt he would like to make his nomination as well. Chairman McKinney requested if Selectman Slarsky was amending the motion? Selectman Slarsky stated he was asking for the opportunity to make a nomination. Chairman McKinney stated there was a motion on the floor, the motion has to be voted on, if the motion falls, Selectman Slarsky can make another one. Selectman Slarsky stated he didn't believe that was the parliamentary way for appointment. If there is more than one candidate for appointment the Chairman should ask for nominations from the Board and then close nominations. The candidate with the most votes would be appointed. Chairman McKinney stated he disagreed with that. Selectman Slarsky stated he would like to make a nomination, Selectman Slarsky nominated Arthur Boisseau for Police Chief in the Town of Ayer. Chairman McKinney stated there is a nomination on the floor. Selectman Slarsky stated he is making a nomination also and now there are two (2). Chairman McKinney stated he disagreed with that. Selectman Slarsky stated he believed that was Parliamentary Procedure. Chairman McKinney requested assistance from Moderator Charles Horgan who was seated in the audience to rule on Parliamentary Procedure with a motion on the floor. Moderator Charles Horgan stated you can nominate from the floor, if you wanted to nominate ten people, then you would close nominations, then you would vote in sequence of the nominations, then every one would have a shot in the running. Selectman Jones made a motion, Chairman Mckinney seconded you have to amend the motion and insert another name either way would seem fair and legal. Selectman Jones stated he did not object to changing to nominations. Chairman McKinney then amended the original motion and changed it to nominate. Selectman Slarsky thanked the Chairman for amending the motion and moved to nominate Arthur

Boisseau for the position of Police Chief in the town of Ayer. Selectman Slarsky be appreciated and respected the Screening Committee's they had a very difficult job and did an admirable job. The Acting Chief had not participated in conducting the activities of the Police Dept. at the time we selected the independent commission, we selected the commission to go forward

immediately after the resignation of Chief Connors. Any experience on behalf of Chief Boisseau wasn't realized at that time. Selectman Slarsky

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Superintendent Redfield's Report on the DPW Activities for the Board of Selectmen's Meeting, April 8, 1992

1. Attached is the Action List of Projects being worked on by the DPW staff, dated April 2, 1992, for the Board's review.
2. Attached is a copy of my memo dated April 1, 1992 to the Highway, Water, Sewer, and Equipment Repair Divisions notifying them that as of April 6, 1992 the DPW work hours will begin at 6:00 a.m. and end at 2:30 p.m., with one half hour lunch beginning at 11:00 a.m. According to the DPW Collective Bargaining Agreement, the DPW hours will be changed to the summer hours as listed above the first week after the change from Eastern Standard Time to Daylight Savings Time. DPW Office hours will remain the same, from 7:00 a.m. to 3:30 p.m.
3. At the Board of Selectmen's Meeting, March 24, 1992, I reported on the Fort Devens Superfund Technical Review Committee's report on the heavy metal contamination that was discovered in Plow Shop Pond. Following the Board's direction I contacted the Commonwealth of Massachusetts, Fisheries and Wildlife Enforcement Division and explained the condition to them. After hearing my concerns they stated that they do not get involved in Superfund Cleaning Projects and directed me to the U.S. Environmental Protection Agency (EPA). I then called the Commonwealth of Massachusetts Department of Public Health, Sanitation Division, and was told that the Supervisor was out on medical leave. I was also informed that the Supervisor does call in to check on his messages and if this was a problem he should investigate he would return my phone call. To date I have not received any response. On March 30, 1992 I contacted the Nashoba Board of Health and left a message with Bill Brooking for Ira Grossman who is also a member of the Fort Devens TRC. Mr. Brooking informed me that if Mr. Grossman needed any additional information he would contact me. Finally, I contacted Jim Byrne of the United States EPA. He stated that EPA is still investigating the Plow Shop Pond heavy metal contamination and that EPA and Fort Devens need to perform additional testing and have not performed a Risk Assessment Evaluation of this problem because the information released at the TRC Meeting, March 24, 1992, was still in its preliminary stages. EPA and Fort Devens are reviewing three possible methods for cleaning up the contamination within Plow Shop Pond, which are as follows:
 - a. Fort Devens would investigate who was responsible for the contamination and then Fort Devens would take actions to have the responsible party clean up this contamination.
 - b. EPA would investigate who is responsible for the contamination and they would take action to have the responsible party clean up the contamination.
 - c. Fort Devens will clean up the contamination at the Defense Department's expense.

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4. At the last Board of Selectmen's Meeting discussion took place concerning the use of Chapter 90 funds for the replacement of the Police Department's and DPW's underground gasoline storage tanks. Attached is a copy of the Gasoline Cost Comparison between the Town's bulk gasoline prices and commercial gasoline station prices. By buying gasoline in bulk quantities the Town is currently saving \$.20 per gallon, with a total estimated use of 38,000 gallons per year, a \$7,600.00 per year savings is currently being made by buying bulk gasoline. These savings show that the new fuel tank and dispensing systems would be paid off in 10½ years. Estimating that the tank life would be approximately 30 years and that there would be two pumping equipment replacements every 10 years, at an estimated cost of \$10,000.00 per replacement, the payback period would increase by two years. The Town would be saving \$7,600.00 over the remaining 16 years of the tanks' life expectancy.
5. I have completed my review of the nine engineering proposals for the EOCD Small Cities Grant Program's 16" water main installation. Attached is my recommendation to award this contract to GCG Associates of Lynnfield, Massachusetts for the total contract price not to exceed \$69,490.00, contingent upon EOCD and the Town entering into a Grant Agreement for the funding of this project.
6. Attached is a letter of Authorization to Proceed for Howland Engineering, Inc., dated April 9, 1992. This letter will authorize them to perform Resident Engineering Services for the installation of the Belt Filter Press. It also reduces the original \$11,700.00 maximum price for these services to \$8,100.00 and the corresponding maximum manhours from 260 hours to 180 hours and Howland Engineering's contract will be reduced to \$46,325.00. The purpose for reducing this contract agreement is to stay within the funds available for this project. Even with the reduction of Howland Engineering's (Optional) Resident Engineering Services Agreement it is felt that they can still provide adequate supervision over the project and reducing their contract will allow the Town to enter into Contract No. 2 Belt Filter Press Installation with Waterline Industries Inc. (see attached Project Cost Breakdown). If the Board is in agreement to authorize Howland Engineering to proceed with this reduced maximum fee for Resident Engineering Services, I will sign and issue this letter tomorrow, April 9, 1992.
7. I will present a letter from Sharon Summers stating that when the Board authorizes Howland Engineering Inc. to perform the Optional Resident Engineering Services with a not to exceed limit of \$8,100.00, she will sign Contract No. 2 Belt Filter Press Installation awarded to Waterline Industries Inc.. Robert W. Gardner, Town Counsel, has signed this agreement approving it as to form. I would like to have the Board sign Contract No. 2 Belt Filter Press Installation awarded to Waterline Industries Inc. tonight, so I may resubmit the contract to Sharon Summers with the approved Authorization to Proceed for Howland Engineering to perform Resident Engineering Services at a maximum of \$8,100.00. Only after Sharon has approved the availability of funds will I release these contracts for distribution.

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Action List of Projects being worked on by the DPW Staff April 2, 1992

1. Assist Howland Engineering with the preparation of the construction contract for the Belt Filter Press installation. The Contractor and Robert Gardner have signed ^{the} contract and it has been submitted to Sharon Summers for her review and signing, but before she can sign this contract an addendum to reduce Howland Engineering's contract must be executed and then the contract can be presented to the Board of Selectmen for signing.
2. The Town has received the final copy of the Commonwealth of Massachusetts 1980 Sewer Improvement Grant Program close out audit. Sharon Summers, CDM, and myself have reviewed this final audit and prepared the Town's final audit comments, which were mailed February 5, 1992. Based on these comments, EPA has accepted our explanations and has reduced the amount the Town was overpaid to \$23,679.00. We have researched the Grant and found that EPA excluded a \$23,000.00 Alternative Technology Grant that would further reduce this amount. A revised letter should be forthcoming from EPA.
3. Performed construction inspections for the Shaker Road culvert replacement that is required for the Shaker Hills Golf Course. Shaker Hills Golf Course needs to install 3 "Stop Ahead" signs to complete this project.
4. Check with Tim Higgins and Board of Selectmen on the status of Special Town Election and Town Meeting for \$2.8 million Roadway Improvement Bond and New Water Storage Standpipe Land Acquisition. Town Election scheduled for April 27, 1992.
5. Assist and direct HTA with the administration of the Wastewater Industrial Pretreatment Program.
6. Review DPW's Collective Bargaining Agreement changes to be presented to the Town by the DPW Labor Union.
7. The Commonwealth of Massachusetts New Solid Waste Management Regulations does require the Town to submit an "Existing Facility Permit Application" for the Groton-Harvard Road Sanitary Landfill that was discontinued December 17, 1987, but is not capped in compliance with 310 CMR 19.104(6). Existing landfill facility and the solid waste transfer station permit applications are due June 30, 1992. On February 27, 1992 I attended a Massachusetts Landfill Management Seminar to obtain information required to be submitted for these applications.

Perform construction inspections on Bennetts Brook Subdivision's culvert installation off Littleton Road. No additional work will be performed on this project until the Spring of 1992.

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9. Review and recommend award of contract from the nine Proposals submitted to the Town on February 6, 1992 for engineering services to design a water main from the Town's standpipes to the center of Town. Funding for this project is under an EOCD Grant. I have short listed these proposals to six qualifying firms and have conducted interviews from March 3, through March 12, 1992 and final information submittals were due March 20, 1992. I will recommend GCG Associates to the Board for the award of this contract, contingent upon the Town and EOCD's Small Cities Grant Program entering into the Grant Agreement for the funding of this project.
10. Assist Camp Dresser & McKee with the Grove Pond Water Supply Study and Report. Met with DEP and CDM on February 12, 1992 and received tentative approval for the April, 1992 Grove Pond Well Pump Test.
11. Reviewed Acton's Solid Waste Transfer Station operations and met with Acton's Highway Superintendent, Dick Howe. I am preparing a draft report to be reviewed by the Solid Waste Disposal Committee.
12. Status of the Board of Selectmen setting up a Study Committee to review Water Distribution System upgrades.

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BROOK STREET
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MEMO

TO: HIGHWAY, WATER, SEWER, AND EQUIPMENT REPAIR DIVISIONS
FROM: WILLIAM G. REDFIELD, SUPERINTENDENT
DATE: APRIL 1, 1992

The change from Eastern Standard Time to Daylight Savings Time will occur on April 5, 1992. In accordance with the DPW Collective Bargaining Agreement, the work hours of the employees in the Water, Sewer, Highway, and Equipment Repair Divisions and the Landfill Operator on the days that he reports for work assignments in the Highway or Sewer Division, will change. The new DPW work hours for these employees will be 6:00 a.m. to 2:30 p.m., with one half hour for lunch at 11:00 a.m., beginning Monday, April 6, 1992.

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3/26/92

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GASOLINE COSTS COMPARISON

- Purchased from Commercial Supplier (No Federal Tax and Superunleaded Gasoline) = \$1.25 per gallon (March, 1992)
- Town tanks and pumps purchased in bulk (No Federal Tax and Superunleaded Gasoline) = \$1.05 per gallon (January, 1992)

Difference in price = \$.20 per gallon more for Commercial Suppliers

- Police estimate bid use = 20,000 gallons per year
- DPW estimate bid use = 18,000 gallons per year
- Total Gasoline Use = 38,000 gallons per year
- Town's Annual Saving = \$7,600 per year for bulk purchases

PAYBACK PERIOD:

30,000 tank and pump installation cost divided by \$7,600.00 per year saving equals 10.5 years, 10 to 15 years (use 10 years) pump and recorder life with a \$10,000.00 replacement cost divided by \$7,600.00 per year savings equals 1.31 years. Tank life between 25 to 35 years (use 30 years) will equal 2 pump and recorder replacements equalling 2.63 years. Total payback period equals 13.13 years. Over 30 years use equals \$127,680.00 total savings for Town owned gasoline dispensing facilities and purchasing in bulk, plus the advantage of being available when needed 24 hours a day.

- Mobil - Can not use, trucks too long with plows to maneuver within yard, open 24 hours a day

Shell - No diesel fuel

J.P. Routhier - Not open 24 hours per day

Exxon - When all vehicles need fuel, call and will fill all trucks and equipment at the same time

Citigo - Call when needed

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BROOK STREET
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March 31, 1992

Board of Selectmen
Town Hall
Main Street
Ayer, MA 01432

Dear Board Members:

On February 6, 1992 the Town received nine proposals for Engineering Services Associated with the Design and Construction of a 16" Water Main from Washington Street to Central Avenue. The funding for this project is provided from EOCD under the Small Cities Grant Program. EOCD has approved \$300,000 for this project, and budgeted \$80,000 for the design and engineering, and \$220,000 for construction costs. The following are firms that submitted proposals:

1. GCG Associates, Lynnfield, Massachusetts
2. SEA Consultants Inc., Cambridge, Massachusetts
3. Whitman & Bingham Associates, Leominster, Massachusetts
4. Kalkunate Associates, Stoughton, Massachusetts
5. Hoyle Tanner & Associates, Burlington, Massachusetts
6. Allen Majors & Associates, Woburn, Massachusetts
7. Haley & Ward Inc., Waltham, Massachusetts
8. Beta Engineering Inc., Boston, Massachusetts
9. Morgan Roth Associates, Boston, Massachusetts

Haley & Ward Inc., Beta Engineering Inc., and Morgan Roth Associates were not invited to be interviewed because their initial proposals made no attempt to address the insurance requirements of the Town's proposals. The six finalists all appear to be qualified to perform these services. After conducting interviews and preparing a proposal cost analysis, I recommend that GCG Associates be awarded the contract for the 16" water main engineering and construction supervision services for the total contract cost of \$69,490.00 contingent upon EOCD and the Town entering into the Grant Agreement for this project's funding. GCG proposed spacing their probes along the water line route at 200 feet intervals. SEA Consultants' probes were located at 500 feet intervals. The closer spacing of GCG's

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probes assured a more accurate estimate of the quantity of ledge, and limits exposure to additional costs for changed site conditions. It will provide tighter cost controls on the project and will allow the Town to determine earlier into the project whether the Town has remaining funds available to expand the project's scope of services to address other water flow needs within this area. GCG also proposes to review and recommend different pavement rehabilitation methods to replace the roadway surface, other than just patching and installing a full width bituminous overlay.

Sincerely

A handwritten signature in cursive script, reading "William G. Redfield".

William G. Redfield, P.E.
Superintendent

WGR/fl

A handwritten signature in cursive script, reading "Timothy S. Higgins".

Timothy S. Higgins
C.P.O.

COMPANY	GCG ASSOC.	SEA CONS.	WILLIAM & BINGHAM ASSOC.	KALKUNATIE ENG. CORP.	HOYLE, TANNER & ASSOC.	ALLEN & MAJOR ASSOC.
ASK I DESIGN "40' NO PROFILE LUMP SUM	\$ 8,250.00	\$14,200.00	\$15,340.00	\$ 7,700.00	\$16,000.00	\$15,600.00
ASK II PERMITS LUMP SUM	\$ 1,000.00	\$ 500.00	\$ 1,600.00	\$ 2,650.00	\$ 6,000.00	\$ 6,400.00
ASK III BIDDING BASE - LUMP SUM	\$ 1,500.00	\$ 2,900.00 +\$ 300. (50 copies) \$ 3,200.00	\$ 1,900.00	\$ 2,600.00 +\$ 200. (50 copies) \$ 2,800.00	\$ 2,500.00	\$ 4,200.00
ASK IV A ONST. SERVICES	200 manhours @ \$22./hr + 100% = \$8,800. Fix Fee = \$880. Expenses \$200. TOTAL \$9,880.00	200 manhours @ \$19.75/hr + 145% = \$9,677.50 Fix Fee = \$967.75 Expenses \$200. TOTAL \$10,845.25	200 manhours @ \$30./hr, no % Increase \$6,000. Fix Fee = NONE Expenses NONE TOTAL \$6,000.00	200 manhours @ \$21/hr + 100% = \$8,400. Fix Fee = NONE Expenses NONE TOTAL \$8,400.00	200 manhours @ \$24/hr + 160% = \$12,480. Fix Fee = \$1,872. Expenses \$ 500. TOTAL \$14,852.00	200 manhours @ \$50/hr, no % Increase \$10,000. Fix Fee = NONE Expenses \$ 1,000. TOTAL \$10,100.00
ASK IV B SUPERVISION SERVICES	900 manhours @ \$17./hr + 100% = \$30,600.00 Fix Fee \$1,000. Expenses \$ 160.00 TOTAL \$31,760.00	900 manhours @ \$15.50/hr + 145% = \$34,177.00 Fix Fee \$3,418. Expenses \$2,000. TOTAL \$39,595.00	900 manhours @ \$30/hr, no % Increase \$27,000. Fix Fee NONE Expenses NONE TOTAL \$27,000.00	900 manhours @ \$21/hr + 100% = \$37,800.00 Fix Fee NONE Expenses NONE TOTAL \$37,800.00	900 manhours @ \$19/hr + 160% = \$44,460.00 Fix Fee \$6,669. Expenses \$1,500. TOTAL \$52,629.00	900 manhours @ \$35/hr, no % Increase \$31,500. Fix Fee NONE Expenses \$1,000. TOTAL \$32,500.00
ASK V AS-BUILT DRAWINGS - LUMP SUM	\$ 1,100.00	\$ 1,050.00	\$ 1,200.00	\$ 1,000.00	\$ 5,500.00	\$ 5,800.00
INSURANCE ADJUSTMENTS	Gen & Auto \$250. Excess \$750. Professional \$15,000.	o.k.	Gen & Auto \$3,300. Excess \$10,000. Professional \$18,025.	Gen & Auto \$5,000. Excess \$6,000. Professional \$10,000.	o.k.	Auto \$ 162. Excess \$1,500. Professional \$7,500.
TOTAL	\$69,490.00	\$69,390.25	\$84,436.00	\$81,350.00	\$97,481.00	\$83,762.00

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April 9, 1992

Howland Engineering, Inc.
c/o George F. Carlson, Jr., P.E.
P.O. Box 214
Epsom, NH 03234

Engineering Services Contract
for the Town of Ayer's Wastewater
Belt Filter Press: Task V
Resident Engineer (Optional)

Dear Mr. Carlson:

At the April 8, 1992 Board of Selectmen's Meeting the Board authorized the Option for Task V of our Subject Contract to the upset limit of \$8,100.00, as recommended in your FINANCIAL SUMMARY letter of March 2, 1992.

This reduces the maximum amount of the Task V option from the original amount of \$11,700.00 to \$8,100.00. The hourly billing rate for the Resident Engineering services shall remain at \$45.00 per manhour including expenses, overhead, and profit. The maximum number of manhours is correspondingly reduced from 260 to 180.

The total maximum contract amount is thusly adjusted downward by \$3,600.00, from \$49,925.00 to \$46,325.00.

Sincerely,

William G. Redfield, P.E.
Superintendent

WGR/fl



HOWLAND ENGINEERING, INC.

7 Wright Avenue P.O. Box 185
MERRIMACK, NH 03054-0185
(603) 424-7365
FAX (603) 424-2506

AYER BELT FILTER PRESS
March 2, 1992

FINANCIAL SUMMARY

I. AVAILABLE FUNDING

NE Hydro \$ 250,000
Mass Electr. 25,065
Total \$ 275,065.

II. COMMITTED EXP.

Howland Engineering
Design thru bids \$ 18,975.
Constr.Serv. up to 19,250.
Total Eng. \$ 38,225.
(Optional Resident Engr, up to (\$11.700))

Phoenix Equipment Corp.- Contract 1 121,200.

Waterline Industries - Contract 2 88,977.

III.Est.EXP.

Catwalk for press- allow 5,000.

Resident Inspector-allow (See note below) 8,100.

Contingency + staff OT 13,563.

TOTAL \$ 275,065.

Note: Reduce original allowance for Resident Engineer/
Inspector from \$11,700. to \$8,100. This will be
adequate to ensure compliance and allow up to 180
manhours at \$45./hr.

SELECTMEN'S AGENDA
WEDNESDAY, APRIL 8, 1992
AYER TOWN HALL, MAIN STREET
SECOND FLOOR MEETING HALL

- 7:30P.M. OPEN SESSION
SIGNING OF MINUTES OF 3/24/92
SIGNING OF THE APRIL 27, 1992 ELECTION WARRANT
ONE DAY BEER & WINE LICENSE-CPF 5-29-92
- 7:35P.M. ALCOHOL LICENSE-CONYNGHAM-FRANCIS LTD.
- 7:40P.M. POLICE CHIEF APPOINTMENT
- 7:50P.M. TOWN TREASURER
RE: RETIREMENT PLANS-PEBS CO
- 8:10P.M. EXECUTIVE SECRETARY'S REPORT
- 8:30P.M. DARE OFFICER-JOHN DRISTILARIS
RE: POSTER CONTEST
- 8:40P.M. SUPT. REDFIELD'S REPORT
- 9:00P.M. OPEN SESSION WITH THE POSSIBILITY OF ENTERING
EXECUTIVE SESSION PURSUANT TO M.G.L. CHAPTER
39 SECTION 23B, RE: CONTINUING DISCUSSION-
SALARY NEGOTIATIONS.

ADJOURN