

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



Tuesday July 12, 2016
Meeting Minutes

Broadcast and Recorded by APAC

Present: Gary J. Luca, Chair; Christopher R. Hillman, Vice-Chair; Jannice L. Livingston, Clerk

Robert A. Pontbriand, Town Administrator
Carly M. Antonellis, Assistant to the Town Administrator

Call to Order: G. Luca called the meeting to order at 7:00 PM.

Announcements: G. Luca made announced that 1st quarter taxes are due on August 1, 2016.

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

Review and Approve Agenda: R. Pontbriand asked to make the following amendments to the agenda under the Town Administrator's Report: #6 "Constellation Energy Contract" and #7 "UDAG approval for FY' 16 Town Counsel budget. C. Hillman asked to add #2 under New Business "Sandy Pond School Update".

Motion: A motion was made by J. Livingston and seconded by C. Hillman to approve the agenda as amended. **Motion passed 3-0.**

Public Input: None

MART/MRPC - Ayer Commuter Rail Surface Parking Lot and Access Improvement Project Update: Mo Khan from MART and George Kahale from MRPC were in attendance to give an update on the Commuter Rail Surface Parking Lot and Access Improvement Project.

M. Khan thanked the BOS and the Town for the action taken at the Annual Town Meeting relating to the eminent domain takings at Depot Square and stated it was important to get the entire project started.

G. Kahale presented two plans depicting the entire project and reported that the appraisals for the three Park Street properties were underway. He also reported that the Town, MART, MRPC are in the process of working with DCR relative to the transfer of the lot to the Town of Ayer.

G. Kahale also reported that 8 firms have submitted proposals in response to MART's RFP for the design of the project. He also stated that at this point in the conceptual design, the walkway will be moved from in back of the Advocates Building to the front of the building.

C. Hillman asked if MART had considered razing the building to enhance the potential of a handicap access platform in the future. M. Khan stated that it was ultimately up to the Town to decide but there was money available to rehab the building into a waiting area for those taking the train. R. Pontbriand added that the Advocates Building will be vetted by the engineering firm chosen to design the project.

Frank Maxant, 14 Williams Street asked for clarification on what properties on Park Street were being purchased. G. Kahale gave clarification that it is the Vlahos property, the former La Cita restaurant and the former Nu-Kar Automotive Building.

Mr. Alan Manoian, Economic and Community Development Director:

Islands of Ayer Program – A. Manoian presented his “Islands of Ayer” spot Beautification Program. He reported that he is currently doing an inventory of how many spots are available prior to officially launching the program. Also, they will be working with interested applicants to ensure that proper vegetation is planted and maintained.

Update on RFP for former Fire Station – A. Manoian gave the BOS an update on the Central Fire Station Building. He stated that he met recently with the Massachusetts Office of Housing and Economic Development and that the proposed project, in concept form, could be eligible for EDF (Economic Development Fund) grants. He also said that the RFP is nearly complete and would be advertised within the next couple of weeks.

Fire Chief Robert J. Pedrazzi: *Approval of Radio Purchase Order* – Chief Pedrazzi was in attendance to request the approval of a Purchase Order in the amount of \$137,954.98 to purchase new radio equipment for the Fire Department. Chief Pedrazzi explained that this was approved as a Capital Budget item by Town Meeting.

Motion: A motion was made by J. Livingston and seconded by C. Hillman to approve Purchase Order (782016FD) for Motorola Solutions in the amount of \$137,954.98 with signature by the Chair. **Motion passed 3-0.**

Town Administrator's Report:

Chapter 61 Nashua Street Extension Update/Working Group Proposal – R. Pontbriand reported that the Town received the appraisal for Nashua Street Extension and the appraised valuation came in at \$535,000. R. Pontbriand asked the BOS if they would like to schedule a Public Hearing at the next BOS meeting. Board members indicated yes; therefore, a Public Hearing will be scheduled for August 16, 2016.

R. Pontbriand then stated that he was working on developing a Ch. 61 Working Group to compile and review all land in Chapter 61. The Group will consist of the Assessor, a Planning Board representative, Conservation Commission representative, Open Space and Recreation Committee representative, the Town Administrator, the Town Accountant and the Economic and Community Development Director.

Appointment of Chief Procurement Officer – R. Pontbriand stated that the Inspector General's Office is requesting updated procurement information from all municipalities. Though he is serving as the Town's Chief Procurement Officer by virtue of his position, he is requesting that the BOS appoint him as the Town of Ayer's Chief Procurement Officer.

Motion: A motion was made by J. Livingston and seconded by C. Hillman to appoint the Town Administrator as the Chief Procurement Officer for the Town of Ayer indefinitely. **Motion passed 3-0.**

Household Hazardous Waste Center Contract Amendment #4 – R. Pontbriand presented the 4th amendment to the Household Hazardous Waste Center Contract Agreement stemming from the Town of Clinton joining the collaborative.

Motion: A motion was made by C. Hillman and seconded by J. Livingston to approve amendment #4 to Household Hazardous Waste Center Contract agreement. **Motion passed 3-0.**

Approval of Green Communities Grant Contract for \$217,046 – R. Pontbriand presented the Green Communities Grant Contract recently awarded to the Town by the Massachusetts Department of Energy Resources in the amount of \$217,046 for the LED Street Light conversion project; LED lighting at the fire station; DPW Garage and Main Office; and the installation of a variable drive for the Grove Pond Water Treatment Plant.

Motion: A motion was made by C. Hillman and seconded by J. Livingston to accept the Green Communities Grant in the amount of \$217,046 with signature by the Chair. **Motion passed 3-0.**

Constellation Energy Agreement - R. Pontbriand stated that the Town's electric/energy rates are closely monitored so that the Town can enter into agreements to reduce energy costs. He, through the Facilities Director and Town Accountant, are recommending that the BOS amend its contract with Constellation Energy for one year beginning November 2016 through November 2017 at a rate of \$.0826/kwh. This is a savings of \$.0113/kwh.

Motion: A motion was made by J. Livingston and seconded by C. Hillman to approve the contract with Constellation Energy beginning November 2016 – November 2017 at \$.0826/kwh with signature by the Chair. **Motion passed 3-0.**

UDAG approval for FY' 16 Town Counsel Budget – R. Pontbriand requested the BOS approve a transfer from the UDAG fund in the amount of \$382.67 to close out the FY'16 account to be replenished at Town Meeting. R. Pontbriand explained that a Reserve Fund Transfer Request for the Town Counsel line item was approved in May by the BOS, including a \$5,000 contingency. He further explained that the Finance Committee approved the request but removed the \$5,000 contingency, therefore he is requesting a transfer from the UDAG account.

Motion: A motion was made by C. Hillman and seconded by J. Livingston to approve the transfer of \$382.67 to the Legal Services line item to close the FY'16 account and to replenish at Town Meeting. **Motion passed 3-0.**

New Business/Selectmen's Questions:

C. Hillman asked that the Town Administrator and Town Account request an accounting on the Habitat for Humanity Central Avenue project. C. Hillman stated that his impression was that if there was money remaining from the \$100,000 appropriation, it was supposed to go back to the Town.

Sandy Pond School Association Update (Selectman Hillman) – C. Hillman stated that he spoke with Irving Rockwood from the Sandy Pond School Association and handed out an update of the progress being made at the Sandy Pond School Association Building.

FY' 17 State Budget (Selectman Luca) – G. Luca stated that the State is looking at a revenue shortfall in the coming year and that the Town should begin the FY '18 budget process sooner and start restraining local spending.

R. Pontbriand stated that the Ayer Shirley Regional School District would be holding a Chapter 70 information session and more information would be forth coming.

Ms. Mary Spinner, 18 Myrick Street stated that the Energy Committee should be looking into a Town wide energy program that all residents can benefit from.

Mr. Frank Maxant, 14 Williams said the Town should look at working with Mass Development for energy savings.

Approval Meeting Minutes: A motion was made by J. Livingston and seconded by C. Hillman to approve the meeting minutes of June 21, 2016. **Motion passed 3-0.**

Adjournment:

Motion: A motion was made by J. Livingston and seconded by C. Hillman to adjourn at 8:46 PM. **Motion passed 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Date Minutes Approved by BOS: 8/16/2016

Signature Indicating Approval: Jennie Lee Livingston