

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



Broadcast and Recorded by APAC

Tuesday September 5, 2017
Open Session Meeting Minutes

Present: Christopher R. Hillman, Chair; Gary J. Luca, Clerk
Robert A. Pontbriand, Town Administrator
Carly M. Antonellis, Assistant to the Town Administrator

Absent: Jannice L. Livingston, Vice – Chair

Call to Order: C. Hillman called the meeting to order at 7:04 PM.

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

Announcements: None

Review and Approve Agenda:

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the agenda. **Motion passed 2-0.**

Public Input: Ms. Mary Spinner, 18 Myrick Street stated that Mr. Morris Babcock from The Cottage and Mr. Chuck King from Fresh Ayer Sports are collecting donations to send to Houston, TX as a result of Hurricane Harvey.

Mr. Jim Fay, 1 Victor Drive stated that he has a nephew in Houston and thanked both the Cottage and Fresh Ayer Sports.

Review of Warrants: G. Luca stated that he signed the following warrants on behalf of the BOS:

- 2017-08-16 Payroll 18-03 \$307,492.18
- 2017-08-30 Payroll 18-04 \$313,806.16

Appointment of Town Planner: R. Pontbriand introduced Mr. Mark Archambault, the recommended candidate for the position of Town Planner. The search committee was comprised of the following: Town Administrator Robert Pontbriand, Assistant to the Town Administrator Carly Antonellis, Chairman of the Planning Board Jim Fay, DPW Superintendent Mark Wetzell and Economic and Community Development Director Alan Manoian. R. Pontbriand read Mr. Archambault's qualifications and stated that he was the unanimous pick of the search committee.

Motion: A motion was made by G. Luca and seconded by C. Hillman to appoint Mr. Mark Archambault to the position of Town Planner effective September 26, 2017 at Grade 13 Step 3. **Motion passed 2-0.**

Ms. Alicia Hersey, CDBG Program Director: *Ayer Subsidized Housing Inventory Update* – Ms. Hersey reported that Ayer's inventory of affordable units now stands at 8.43%. The Ayer Office of Community and Economic Development will be hosting a Housing Symposium in the spring of 2018 to brainstorm on achieving a 10% subsidized housing rate.

Fletcher Building Affordable Housing Restriction Amendment – Ms. Hersey is requesting that the BOS approve an amendment to the Affordable Housing Restriction on the Fletcher Building, 49 Main Street due to the addition of an additional unit. The restriction will now state that at least 51% and no less than 4 of the units shall be deemed affordable units.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the amendment with signature by the Chair. **Motion passed 2-0.**

FY '18 CDBG Grant Public Input Hearing Process – Ms. Hersey is asking the BOS to approve of the FY'18 CDBG public input process. Two public input hearings would be held later in the fall.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the FY'18 CDBG process as presented by Ms. Hersey. **Motion passed 2-0.**

Mr. Alan Manoian, Dir. Community & Economic Development: *Presentation of Special Tax Agreement Assessment 114 East Main Street/14 Sandy Pond Road* – Mr. Alan Manoian and Town of Ayer Assessing Administrator Tom Hogan were joined by AMSC Vice-President Mr. John Kosiba to discuss a proposed special tax assessment agreement. The Town of Ayer and AMSC are proposing to enter into an agreement, subject to Town Meeting approval, which provides AMSC with a reduced property tax assessment for 10 years. In return, AMSC will move its corporate headquarters, Gridtec manufacturing operations and administrative support functions to Ayer. AMSC and the property owner will make capital investments to the property. AMSC will relocate all its employees that are currently in its existing corporate headquarters to Ayer, use local contractors and companies to support its business operations, and will partner with the Ayer Office of Community and Economic Development to develop a High School Innovation Technology Apprenticeship Program.

R. Pontbriand stated that this represents a unique opportunity for the Town of Ayer. He is recommending that the BOS approve the STAA, subject to Town Meeting approval and to call a Special Town Meeting to be held at the Ayer Town Hall on Monday September 25, 2017 at 7:00 PM.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the Special Tax Assessment Agreement between the Town of Ayer, AMSC and 114 East Main, LLC subject to Town Meeting approval. **Motion passed 2-0.**

Motion: A motion was made by G. Luca and seconded by C. Hillman to call a Special Town Meeting on Monday September 25, 2017 at 7:00 PM at the Ayer Town Hall with one agenda item, the Special Tax Assessment Agreement between the Town of Ayer, AMSC, and 114 East Main, LLC. **Motion passed 2-0.**

Nasoya Odor Issue Update: DPW Superintendent Mark Wetzel joined the BOS to discuss the ongoing odor issues coming from the Nasoya plant on New England Way. They were also joined by Mr. John Wareham, an operational consultant, representing Nasoya. R. Pontbriand explained that Town officials recently met with Nasoya and representatives from Department of Environmental Protection to discuss the odor concerns. Mr. Wareham explained that Nasoya will be investing in a 3rd scrubber and that Nasoya was doing an analysis of the exhaust stack. Mr. Wareham added that the addition of more sensors will add objectivity to the odor problem.

Mr. Don Osmer, 1 Mulberry Circle stated he appreciated that Nasoya was in attendance, but that it isn't enough and that they have heard it will get better before.

C. Hillman stated that the issue would continue to be on the agenda until it was resolved.

Superintendent Mark Wetzel, Dept. of Public Works: M. Wetzel informed the BOS about the success of the YouthWorks summer program funded by Central Ave. Compassionate Care.

Ayer Solar East (Landfill) Lease – M. Wetzel detailed the process for soliciting proposals for the lease of the land at the landfill. Per the BOS vote on February 21, 2017 to award the lease to Citizen's Energy Corporation, he has worked with Town Counsel to develop a lease agreement for execution by the BOS. Town Assessor Tom Hogan worked with Citizen's Energy to develop a PILOT agreement pursuant to approval by Town Meeting in the spring of 2017.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the lease agreement for Ayer Solar East (Landfill) as presented by M. Wetzel. **Motion passed 2-0.**

Sandy Pond Road to Wright Road Cross Country Water Main – M. Wetzel reported that 6 bids for construction of the Sandy Pond Road to Wright Road cross country water main were opened on August 23, 2017. The bids ranged in price from \$157,250.20 to \$263,850.20. The lower bidder was J. D'Amico, Inc.

Motion: A motion was made by G. Luca and seconded by C. Hillman to award the contract to D'Amico, Inc. in the amount of \$157,250.20 with signature by the Chair. **Motion passed 2-0.**

Request for Sewer Abatement – M. Wetzel presented a request for abatement by the owner of the Caza Manor Motel for the sewer portion of his recent bill due to a leak in the water line in the amount of \$4,354.78.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the sewer abatement in the amount of \$4,354.78. **Motion passed 2-0.**

Road Paving Contract – One Year Extension – M. Wetzel presented a one year extension on the contract with PJ Albert Company, for Chapter 90 paving projects.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve a one year extension with PJ Albert for the Chapter 90 paving program. **Motion passed 2-0.**

G. Luca stated he would like to begin the discussion of augmenting the Ch. 90 paving funds with free cash.

Update on Parking Management Study and Recommendations – M. Wetzel presented the findings from the parking management study undertaken by the Town and a consultant over the course of the past year. The goal of the study is to manage parking through optimization, pricing, regulation and the phased supply of parking spaces. The study resulted in several parking management strategies: 1. Review parking signage and zones to define 2 hour parking, commuter parking and resident parking areas (installing new signs as required); 2. Establish resident only parking zones and provide parking stickers to residents; 3. Establish shared parking agreements with downtown businesses. M. Wetzel stated that the Town will move forward with a phased in approach to the recommendations.

Town Administrator's Report: *Administrative Update* – Due to the late time, R. Pontbriand presented action items.

Appointments – R. Pontbriand is recommending that Mr. Ken Diskin be appointed to the Energy Committee effective immediately for an unexpired term to expire on June 30, 2018.

Motion: A motion was made by G. Luca and seconded by C. Hillman to appoint Mr. Ken Diskin to the Energy Committee for a term to expire on June 30, 2018. **Motion passed 2-0.**

One Day Beer/Wine License Request (9/30) – St. Mary's Parish – R. Pontbriand presented a request from St. Mary's Parish to have a One-Day Beer/Wine License for their Steak Fry Dinner on Saturday September 30, 2017 from 4:30 PM to 9:30 PM.

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the request for a One Day Beer/Wine License for St. Mary's Parish on Saturday September 30, 2017 from 4:30 PM to 9:30 PM. **Motion passed 2-0.**

New Business/Selectmen's Questions: None

Approval of Meeting Minutes:

Motion: A motion was made by G. Luca and seconded by C. Hillman to approve the meeting minutes of August 15, 2017. **Motion passed 2-0.**

Adjournment:

Motion: A motion was made by G. Luca and seconded by C. Hillman to adjourn at 9:56 PM. **Motion passed 2-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Date Minutes Approved by BOS: 9-19-2017

Signature Indicating Approval: 