

Town of Ayer  
Board of Selectmen  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
Ayer, MA 01432



*Broadcast and Recorded by APAC*

**Tuesday December 5, 2017**  
**Open Session Meeting Minutes**

**Present:** Christopher R. Hillman, Chair; Jannice L. Livingston, Vice – Chair

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

**Not Present:** Gary J. Luca, Clerk

**Call to Order:** C. Hillman called the meeting to order at 7:01 PM.

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

**Announcements:** C. Hillman announced the following:

- The Nashoba Valley Concert Band Performance will be held at 2:00 PM on Saturday December 9<sup>th</sup>; the Tuba Christmas Concert will be held at 2:00 PM on Sunday December 10<sup>th</sup>.
- The winter parking ban will be in effect from November 15, 2017 – April 15, 2018. On street parking is prohibited between midnight and 6:00 AM and during active snowstorms.

**Review of Warrants:** J. Livingston stated that she signed the following warrant on behalf of the BOS:

- 2017-12-05      Payroll      18-11      \$305,481.00

**Review and Approve Agenda:**

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

**Public Input:** None

**Chief William A. Murray, Ayer Police Department:** *Appointments of Patrol Officers and Per Diem Dispatcher* – Chief Murray introduced Ms. Crystal Heron and Mr. Christopher Rodgers, his recommended candidates for the positions of Patrol Officers. He is requesting that both appointments be made effective December 19, 2017 at Step 2, contingent upon successful passage of both a psychological and physical exam.

**Motion:** A motion was made by J. Livingston and seconded by C. Hillman to appoint Ms. Crystal Heron and Mr. Christopher Rodgers as Patrol Officers effective December 19, 2017 at Step 2, contingent upon successful passage of both a psychological and physical exam. **Motion passed 2-0.**

Chief Murray is also requesting appointment of Ms. Colleen Sheehy as a per Diem Dispatcher (Step 1) effective immediately.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to appoint Ms. Colleen Sheehy as a Per Diem Dispatcher at Step 1 effective immediately. **Motion passed 2-0.**

*Speed Limit on Sandy Pond Road (Town Beach)* – Chief Murray stated that at the May 8, 2017 Town Meeting, voters adopted the provisions of G.L. c90, sec. 17c which gives the BOS the authority to establish a town-wide speed limit of 25 MPH on any non-posted way in a thickly settled or business district that is not a state highway. Chief Murray is also recommending a 20 MPH safety zone on Sandy Pond Road near the Town Beach pursuant to G.L. c. 90 sec. 18B. Chief Murray is recommending that the traffic regulations be amended to reflect the above.

**Motion:** A motion was made by J. Livingston and seconded by C. Hillman to adopt a town-wide speed limit of 25 MPH, pursuant to G.L. c90, sec. 17c and to establish a 20 MPH safety zone on Sandy Pond Road near the Town Beach pursuant to G.L. c. 90 sec. 18B and to make the appropriate changes to the Town's Traffic Regulations.

**Motion passed 2-0.**

**Nasoya Odor Update:** The BOS was joined by Nasoya employees Elvin Moquette and Daniel Jung. C. Hillman stated that since Thanksgiving there have been no odor complaints reported. Mr. Moquette and Mr. Jung reported that DEP is actively engaged, as well as Town staff on implementing the provisions in the consent order.

**Town Administrator's Report: Administrative Update** – R. Pontbriand thanked all Town Staff for a successful tree lighting and candle light stroll. He stated that the FY '19 budget process is officially underway and that FY' 19 budgets are due on December 22, 2017. He also reported that he and Town staff will continue to discuss regional dispatch opportunities with the Town of Shirley; the School District's Field Committee is making a presentation on December 6, 2017 on the field complex proposal; the open space working group will be meeting to discuss prioritization of the Town's open space land.

*Appointments* – R. Pontbriand is requesting the appointment of Mr. Jon Schmalenberger to the Conservation Commission for an unexpired term to expire on June 30, 2018.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to appoint Mr. Jon Schmalenberger to the Conservation Commission for an unexpired term to expire on June 30, 2018. **Motion passed 2-0.**

*2018 License Renewals* - R. Pontbriand presented the list below for consideration by the BOS for 2018 License Renewals.

2018 License Renewals		
Business Name	Business Address	License Type
Toreku Tractor & Equipment, Inc.	4 Littleton Road	Class 1
Gervais Inc.	5 Littleton Road	Class 1
Trailer Home Sales	1 Fitchburg Road	Class 1
L-3 Communications	90 Nemco Way	Class 1
Central Collision Center	121 Central Avenue	Class 2
Don's Auto Sales	9 Bishop Road	Class 2
J.C. Madigan, Inc.	8 Shaker Road	Class 2
Terranova Auto Body	40 Littleton Road	Class 2
Sean's Auto & Truck Center, Inc.	42 Littleton Road	Class 2
Rt 2A Auto Sales, Inc.	77 Fitchburg Road	Class 2
Power of Honesty, Inc.	179 West Main Street	Class 2
Harry Schwartz & Sons, Inc.	20 Sandy Pond Road	Class 3
Subway	1 Mill Street	Common Victualler (CV)
Ayer Convenience	60 Park Street	CV
Deven's Pizza & Deli	210 West Main Street	CV
McDonald's Restaurant	2 Sandy Pond Road	CV
Wendy's Restaurant	2 Barnum Road	CV
Woo Jung Restaurant	174 West Main Street	CV
Verona Pizza & Seafood	18 Park Street	CV

2018 License Renewals		
Business Name	Business Address	License Type
Dunkin Donuts	18 Park Street	CV
Karyn's Kitchen (Formerly Dan's Place)	200 West Main Street	CV
Ayer Gulf	26 Park Street	CV
The Cottage Restaurant	18 Main Street	CV
Wok & Roll	49 Park Street	CV
Lazy Mary's	30 Littleton Road	CV
Taco Bell	4 Sandy Pond Road	CV
Union Coffee	25 Main Street #1	CV
Tipo Taco's	35 Main Street	CV
Lamp and Dragon	41 Main Street	CV
The Vineyard	63 Park Street	Package Store Beer and Wine (s15BW)
Ayer Shop 'n Save	22 Fitchburg Road	s15BW
Ayer Package Store, Inc.	48 Main Street	Package Store All Alcohol (s15AA)
Traffic Circle Liquors, Inc.	2 Littleton Road	s15AA
Barnum Road Liquors, Inc.	1 Barnum Road	s15AA
Archer's Mobil	70 Main Street	s15BW; CV
Chung Ge Market	210D West Main Street	s15BW; CV
Pauline's Variety	67 1/2 East Main Street	s15BW; CV
Ayer Gun & Sportsmen's Club	225 Snakehill Road	Club Beer and Wine (s12BWC) CV
Carlin's	7 Depot Square	Restaurant All Alcohol (s12AA); CV; Amusement; Sunday Entertain;
Billiard's Café	39 Main Street	s12AA; CV; Amusement; Sunday Entertain;
Mango Grill* is renewing for purpose of selling building	38 Littleton Road	s12AA
Lucia's Tavola Ristorante	31 Main Street	s12AA; CV
Markoh's on Main	43 Main Street	s12AA; CV
Shaker Hills Country Club	146 Shaker Road	s12AA; CV
Tiny's Restaurant	2 Groton School Road	s12AA; CV; Amusement
Nashoba Club	14 Central Avenue	s12AA; CV; Amusement
Parthenon Pizza	60 West Main Street	CV; Amusement
Osawa Bistro	9 Main Street	s12AA; CV
The Revival Pub	25 Main Street	S12AA; CV

**Motion:** A motion was made by J. Livingston and seconded by C. Hillman to renew 2018 licenses contingent upon submission of all required documents, fees and payments of municipal charges. **Motion passed 2-0.**

**MART Project Update** – R. Pontbriand stated that the Advocates Building was still on scheduled to be demolished by the end of the year. He also reported that the necessary variances were obtained from the Zoning Board of Appeals; also, the site plan review was submitted to the Planning Board.

**New Business/Selectmen's Questions:** C. Hillman discussed various infrastructure projects.

**Approval of Meeting Minutes:** J. Livingston stated that there was an error in the original DRAFT minutes of the November 21, 2017 BOS meeting. Her vote on the adoption of the adoption of the residential factor was recorded as a yes, but it was a no.

**Motion:** A motion was made by J. Livingston and seconded by C. Hillman to approve the meeting minutes of November 21, 2017, as amended. **Motion passed 2-0.**

**Adjournment:**

**Motion:** A motion was made by J. Livingston and seconded by C. Hillman to adjourn at 7:57 PM.

**Minutes Recorded and Submitted by Carly M. Antonellis**

**Date Minutes Approved by BOS:** 20 DEC 17

**Signature Indicating Approval:** 