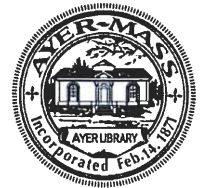


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TOWN OF AYER  
TOWN CLERK

9:18 AM *lf*

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 17, 2019**  
**Open Session Meeting Minutes**

**BOS Present:** Scott A. Houde, Chair; Jannice L. Livingston, Vice-Chair; Shaun C. Copeland, Clerk

**Also Present:** Robert A. Pontbriand, Town Manager  
Carly M. Antonellis, Assistant Town Manager

**Call to Order:** S. Houde called the meeting to order at 6:00 PM.

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

**Approval of Agenda:**

**Motion:** A motion was made by J. Livingston and seconded by S. Copeland to approve the agenda. **Motion passed 3-0.**

**Announcements:** None

**Public Input:** None

**Request for Change of Manager – Ayer Gun & Sportsmen's Club – 225 Snake Hill Road:** Ayer Gun & Sportsmen's Club President Dennis Mahoney was in attendance. C. Antonellis informed the BOS that all alcohol establishments require a Manager of Record to meet requirements from the Massachusetts Alcohol Beverages Control Commission. The Ayer Gun & Sportsmen's Club is looking to change from Mr. Robert Briggs to Mr. Donald Anderson. Mr. Anderson has previously been listed as a Manager on the license.

**Motion:** A motion was made by J. Livingston and seconded by S. Copeland to approve the Change of Manager request as submitted. **Motion passed 3-0.**

**Superintendent Mark Wetzel, Dept. of Public Works:** *Municipal Vulnerability Preparedness (MVP) Workshop Reminder* – M. Wetzel informed the BOS of two upcoming workshops related to the MVP grant award. The workshops will be held on Thursday January 9, 2020 and Thursday January 16, 2020 from 4:00 PM to 8:00 PM. The MVP grant assists communities in building resiliency to climate change.

**Approval of Change Order – Phase I Sanitary Sewer System Rehab** – M. Wetzel presented Change Order 1 for the Phase I Sanitary Sewer System Rehabilitation with Insituform Technologies, LLC. The change order is for additional pipe rehabilitation because the Contractor's bid of \$174,700 was under the original budget of \$245,000. The amount of the Change Order is \$40,915.

**Motion:** A motion was made by S. Houde and seconded by J. Livingston to approve Change Order 1 between the Town of Ayer and Insituform Technologies, LLC in the amount of \$40,915, with signature by the Chair. **Motion passed 3-0.**

**Contract for Main Street Light Upgrade Project** – M. Wetzel reported that three bids were received for the Main St. Street Light Improvements on December 6, 2019. Bids ranged from \$58,400 - \$60,221. The project will continue the replacement of the original streetlamps on Main Street. The low bid of \$58,400 was submitted by Cullen Electrical Contractors from Mansfield, MA.

**Motion:** A motion was made by J. Livingston and seconded by S. Copeland to approve the contract between the Town of Ayer and Cullen Electrical Contractors in the amount of \$58,400, with signature by the Chair. **Motion passed 3-0.**

*PFAS Treatment Update* – M. Wetzel briefed the BOS on the latest relating to PFAS treatment. He reported that the temporary treatment for Grove Pond Well No. 8 is online and active. The permanent treatment plant is under construction and scheduled for completion in early summer of 2020. The Town continues to test the water at all wells and both water tanks quarterly. Relating to the Spectacle Pond Wellfield, design for the PFAS treatment facility is underway, stating that it is similar to the Grove Pond structure, but will be a “stand alone” building due to site constraints. The Town, with the assistance of the DEP is still looking into the source of PFAS contamination. M. Wetzel stated that the current the guidelines from the EPA for maximum contaminate level (MCL) of PFAS in drinking water is 70 parts per trillion for 5 PFAS compounds. The DEP has a proposed regulation for PFAS setting the MCL at 20 parts per trillion for 6 PFAS compounds.

S. Houde asked if there were implications relative to not achieving the MCLs. M. Wetzel stated that most communities will probably sign consent orders with DEP stating that there making certain efforts towards reducing the MCL in drinking water.

**Town Manager's Report:** *Administrative Update/Review of Warrant(s)* - R. Pontbriand provided an administrative update of the various activities, initiatives, and projects of the Administration since the BOS last met. He also referenced the Meeting Packet for a list of Payroll and Accounts Payable Warrants that have been signed since the last meeting. He thanked the BOS for attending the Annual Tree Lighting Event. He also thanked all Town Staff that were involved in planning for the event. R. Pontbriand also thanked all BOS members for attending the Ribbon Cutting of the MART Commuter Rail Trail Parking Lot that took place on December 9, 2019. He also reported that the Town had received a \$30,000 grant relating to updating the Town's ADA plan.

*FY 2021 Budget Update* – R. Pontbriand reported that all FY' 21 budgets were submitted and he and the Finance Director, Ms. Gabree are compiling all of the information. He stated that the Clerical Union contract negotiations will start after the first of the year due to staffing issues at AFSCME. R. Pontbriand then wished everyone a happy and safe holiday season.

**New Business/Selectmen's Questions:** *Executive Bi-Board Update (Selectman Houde)* – S. Houde reported that at the last Bi-Board meeting, the group laid out the preliminary agenda for the first of two public forums relating to the FY 21 budget that will be held on January 13, 2020. The Bi-Board is also recommending that the annual report and budget book be merged into one publication. S. Houde cautioned about an increase in printing costs. The Bi-Board will meet again on January 7, 2020.

*Devens Jurisdiction Framework Committee (Selectman Livingston)* – J. Livingston gave an update from the last DJFC meeting held on December 12, 2019. She stated that it was a productive meeting; they discussed a survey relating to outreach for the 6<sup>th</sup> DJFC stakeholder (Devens resident/business owners). She also reported that they are working on updating the map of Devens; what they have now is much better than what they had, but it remains a work in progress. The group discussed the former Moore Airfield; J. Livingston stated that there were no plans to use it for aviation again. J. Livingston thanked Town staff for assisting with the DJFC.

*Town Study Committee (Selectman Livingston)* – J. Livingston stated that since the last meeting, she was informed that a Town Government Study is not legally required and that the Town has completed most of everything from the past two studies done. R. Pontbriand then handed out the recommendations from the most recent Town Government Study Committee from 2010 and an accompanying memo that gave an update of where the Town was on implementation of those recommendations.

J. Livingston stated that given the additional information, she does not see the need to study the issue again at this time, being that most things were implemented less than 5 years ago. S. Houde and S. Copeland agreed.

**Approval of Meeting Minutes:**

**Motion:** A motion was made by J. Livingston and seconded by S. Copeland to approve the meeting minutes from December 4, 2019. **Motion passed 3-0.**

S. Houde then wished everyone a Merry Christmas and a Happy New Year and thanked all Town employees for their hard work.

**Adjournment:** A motion was made by S. Houde and seconded by J. Livingston to adjourn at 6:59 PM. **Motion passed 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis, Assistant Town Manager

Date Minutes Approved by BOS: Jan. 7, 2020

Signature Indicating Approval: 