



Town of Ayer

Ayer Board of Selectmen

Special Joint Meeting of the Ayer Board of Selectmen and Shirley Board of Selectmen
Wednesday, December 6, 2017 at 6pm, Ayer Town Hall
Meeting Minutes for December 6, 2017

Attendance: Ayer BOS: Christopher R. Hillman, Chair; Jannice L. Livingston, Vice-Chair
Shirley BOS: Holly Haase, Chair; Enrico Cappucci, Vice-Chair; Debra Flagg

Also in attendance: Robert A. Pontbriand, Ayer Town Administrator; Patrice Garvin, Shirley Town Administrator; Ayer Police Chief William Murray; Shirley Police Chief Samuel Santiago; Ayer Fire Chief Robert Pedrazzi; Shirley Fire Chief Dennis Levesque; Ayer Police Lt. Brian Gill; Ayer Finance Manager Lisa Gabree; Christine Wingfield, Regional PSAP Coordinator for State 9-1-1

Call to Order: The Ayer BOS was called to order at 6:05pm by C. Hillman
The Shirley BOS was called to order at 6:06pm by H. Haase

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

MOTON: A motion was made by E. Cappucci and seconded by D. Flagg to approve the meeting agenda. **Motion passed 3-0.**

Proposed Inter-Municipal Agreement (IMA) for Ayer Shirley Regional Dispatch Center

R. Pontbriand provided an overview of the IMA and explained that the proposed IMA before the Boards was the result of negotiations by the two Town Administrators as authorized by both Boards on October 11, 2016 in Shirley. Additionally the IMA has had input from all of the Chiefs in both Towns as well as in consultation with State 9-1-1 and reviewed by Town Counsel.

R. Pontbriand proceeded to provide a review of the IMA and all of its components. The proposed IMA is a two-year agreement for FY 2019 and FY 2020. The regional dispatch center will be located in the Ayer Police Station Dispatch located at 54 Park Street, Ayer. The Town of Shirley will pay an assessment of \$100,000 on July 1, 2018 and an assessment of \$120,000 on July 1, 2019. Additionally upon regionalization, the Town of Ayer's current State 9-1-1 grant of \$23,623 will increase to \$175,715 as a regional dispatch center. All of the employees of the regional dispatch center will be Ayer employees and the Ayer Police Chief shall administer the regional dispatch center. A board consisting of the two chiefs from each Town will meet monthly and/or as needed regarding the regional dispatch center.

R. Pontbriand stated that the remaining, unresolved issue is that Shirley needs certain infrastructure upgrades so that regionalization can occur. The remaining issue(s) are: How much are those upgrades? How are they going to get funded?

P. Garvin stated that they do not have an exact figure yet.

Chief Santiago stated that he had an estimate of approximately \$150,000 for the necessary Shirley infrastructure upgrades.

R. Pontbriand explained that the State 9-1-1 cannot provide any potential funding assistance without a signed IMA as was explained by State 9-1-1 on October 11, 2017 in Shirley. Additionally, the State 9-1-1 grant funding for these upgrades would not be available until next year.

C. Hillman asked if Shirley had the funding to do the Shirley upgrades prior to regionalization.

P. Garvin stated that Shirley did not.

H. Haase stated that Shirley did not but that we would continue to look for funding.

The Selectmen of both Boards debated the issue of how to fund the Shirley infrastructure requirements. The proposal of Ayer forward funding the amount necessary for Shirley's upgrades and then reimbursing Ayer with the State 9-1-1 funds was presented.

L. Gabree stated that the concern with forward funding the amount is that Ayer has no guarantee from Shirley that Ayer will be reimbursed (i.e. if regionalization fell through, etc.).

R. Pontbriand stated that if the Boards decide to have Ayer forward fund the Shirley infrastructure amount than the language in the IMA should read such funding is contingent upon appropriation by the 2018 Annual Ayer Town Meeting.

C. Wingfield stated that State 9-1-1 will be working with the Towns on not only the issue of Shirley's infrastructure upgrades but the integration and implementation of the regional dispatch center.

R. Pontbriand asked if State 9-1-1 could fund the Shirley infrastructure upgrade.

C. Wingfield stated that State 9-1-1 could not commit but would be working closely with the Town's regarding this matter and this concern.

H. Haase, stated that Shirley will continue to look for additional funding regarding the Shirley upgrades.

C. Hillman stated that he is confident that State 9-1-1 will be able to assist with resolving this funding issue for the Shirley infrastructure and though Shirley should be asking their Town Meeting for the funds; this is a public safety issue and the regional dispatch center is a benefit to all.

MOTION (Ayer BOS): A motion was made by J. Livingston and seconded by C. Hillman to approve the Inter-Municipal Agreement for the establishment of a Regional Dispatch Center for the Towns of Ayer and Shirley. **Motion passed 2-0.**

MOTION (Shirley BOS): A motion was made by E. Cappucci and seconded by D. Flagg to approve the Inter-Municipal Agreement for the establishment of a Regional Dispatch Center for the Towns of Ayer and Shirley. **Motion passed 3-0.**

MOTION (Ayer BOS): A motion was made by J. Livingston and seconded by C. Hillman to adjourn the meeting. **Motion passed 2-0.**

MOTION (Shirley BOS): A motion was made by E. Cappucci and seconded by D. Flagg to adjourn the meeting. **Motion passed 3-0.**

The Joint BOS Meeting adjourned at 6:56pm

Minutes Recorded and Submitted by Robert A. Pontbriand, Town Administrator

Date Minutes Approved by BOS:

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Signature Indicating Approval:

