

RECEIVED  
JAN 09 2020

TOWN OF AYER  
TOWN CLERK

*Anna Copeland*

**Town of Ayer**

**CAPITAL PLANNING COMMITTEE**

**Meeting Minutes for Wednesday, December 18, 2019**

**Attendance:** Selectman Jannice Livingston (Chair); James Stephen; Rick Skoczylas; Mary Spinner; Jim Pinard; John Kilcommins; Lisa Gabree (Finance Manager) Ex-Officio; Robert Pontbriand (Town Manager) Ex-Officio

**Absent:** Pat Diamond (Fin Com)

**Also in Attendance:** Mark Wetzel, DPW Superintendent; Barbara Tierney, Treasurer/Tax Collector; Mark Smith (Fin Com)

**Call to Order:** The meeting of the Capital Planning Committee was called to order at 4pm in the First Floor Meeting Room of Town Hall by J. Livingston.

**Review/Approval of the Previous Meeting Minutes from December 4, 2019:**

R. Pontbriand presented the DRAFT Meeting Minutes from the last time the Capital Planning Committee met on December 4, 2019. The Committee reviewed the meeting minutes.

M. Spinner pointed out that the Finance Manager and Town Manager are Ex-Officio (non-voting) members of the Capital Planning Committee. Capital Planning is a 7-member committee with the Finance Manager and Town Manager as Ex-Officio (non-voting) members.

**Motion:** A motion was made by J. Stephen and seconded by M. Spinner to approve the December 4, 2019 Capital Planning Committee meeting minutes. **Motion passed 7-0.**

R. Pontbriand passed out a revised DPW Capital Plan which reflected changes made by the Town Manager, Finance Manager, and DPW Superintendent since the Committee last met. Additionally, he advised that he spoke with the Library Director since the last meeting and that the Library will be submitting a Capital Planning Memo to the Committee which looks to the future of the Library's capital needs.

**Review/Discussion of the FY 2021 DPW Capital Plan:**

DPW Superintendent Mark Wetzel presented a comprehensive presentation of the FY 2021 DPW Capital Plan to the Committee. Superintendent Wetzel thanked the Committee for their continued support of the DPW.

J. Pinard asked about the life expectancy of the Wastewater Treatment Plant since the Town continues to make significant capital investments in the Plant.

M. Wetzel advised that on average it is 50 years with 20 years on equipment. The DPW is now using a computer maintenance system to inventory and monitor everything in the Wastewater Treatment Plant.

R. Sckoczylas asked if the East Main Street Project will require eminent domain takings?

M. Wetzel advised that since this is a federally funded project, the Town needs to get temporary easements to construct the project of which the owners are to be compensated unless they voluntarily gift the easement to the Town.

M. Wetzel outlined the \$200,000 request for the Main Street/Columbia Street Project. This funding would be for the 75% and 100% Design. The appropriation is needed to keep the project moving along in the process.

M. Wetzel outlined the FY 2021 Highway Department requests which consist of \$150,000 for road repaving to supplement the Town's Chapter 90; a new front-end loader in the amount of \$230,000 and the design for the Barnum Road Bridge repairs in the amount of \$30,000. M. Wetzel advised that the existing front-end loader is nearing its end of life and needs to be replaced. The Barnum Road Bridge has some deficiencies and needed repairs. The current condition of the bridge is poor to fair. The plan would be to do the design and engineering this year for \$30,000 and then the actual construction the following year.

M. Wetzel also advised that there is about a \$4.1 million dollar backlog in repaving in the Town of Ayer.

L. Gabree stated that the Town could move some funding into the Operating Budget to address repaving.

M. Wetzel stated that the repaving projects for the upcoming year would include: Mulberry Circle; Third Street; Lower Washington Street; Groton Harvard Road at Central Avenue; and Oak Ridge Drive. He stated that the DPW tries to spread the repaving projects across Town.

J. Pinard stated that Developers need to be finishing all their roads before street acceptance. He also stated that the Town should auction off the old front-end loader and not spend a lot of money on repairing the old one. He also asked if either MassDevelopment and/or the Military could help with the Barnum Road Bridge?

M. Wetzel said that both could be a possibility.

M. Wetzel outlined the FY 2021 Stormwater Capital Plan which includes \$25,000 for a Stormwater Utility Implementation Study/Plan.

J. Livingston stated that the previous effort to implement a funding mechanism failed in 2014 because of a lot of discussions on the national and local level which influenced the decision.

R. Pontbriand stated that the Town created a Stormwater Enterprise in 2011. In 2014 the funding mechanism did not pass and in 2015 the Town Meeting rescinded the Stormwater Enterprise since there was no funding mechanism.

M. Wetzel stated that there are several options for a funding mechanism to include a straight residential fee and multi-businesses to pay more.

J. Stephen stated that we should start the process again and leave it to the BOS and Town Meeting to make the ultimate decision(s).

J. Livingston agreed that it does need to be brought back forward after several years.

M. Wetzel outlined the FY 2021 Water Capital Plan which includes \$2,630,000 for the Spectacle Pond PFAS Plant; \$350,000 for filter media replacement; \$575,000 for Groton-Shirley Road Water Loop.

J. Pinard asked how many houses are on Groton-Shirley Road?

M. Wetzel advised approximately 11 houses.

J. Pinard stated "shame on the them" for buying there in terms of the water. They knew what they were buying. It is hard to justify spending \$575,000 for only 11 houses.

M. Wetzel outlined the FY 2021 Wastewater Capital Plan which includes \$500,000 for I/I; \$500,000 for the Groton Shirley Road Sewer; and \$75,000 for the replacement of the Wastewater Utility Truck.

M. Wetzel advised that residents on Groton Shirley Road approached the DPW about having sewer service put in if the water loop is constructed. There are approximately 25 potential new customers if this happened. Of the 25, only 8 have expressed interest at this time. Sewer betterments could be a potential funding option or a special capital tax.

J. Pinard stated that again, this is a huge investment for a handful of residents and not a good business decision. I am against this as we have other priorities currently across the Town.

M. Spinner agreed. There are other more pressing priorities currently.

L. Gabree stated that this project seems to be more of a "political priority".

J. Livingston stated that it is a quality of life issue in terms of the water loop project.

J. Pinard stated that \$75,000 for the truck seems high.

M. Wetzel stated that the State Bid came in at \$72,000.

J. Pinard asked how much money the Town has spent on Main Street lighting as the lighting is currently poor.

M. Wetzel stated that the BOS just signed a contract to replace 8 of the lights on Main Street and it takes about ten weeks.

The Committee thanked M. Wetzel for his detailed presentation and for all that he does for the Town.

Scheduling of Next Meeting:

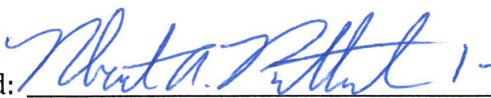
The Committee scheduled its next meeting for Thursday, January 9, 2020 at 4pm.

**Motion:** A motion was made by R. Sckoczylas and seconded by J. Kilcommins to adjourn the meeting. **Motion passed 7-0.**

The Capital Planning Committee adjourned at 5:50pm.

Minutes recorded and submitted by Robert A. Pontbriand, Town Manager

Meeting Minutes reviewed and approved by the Capital Planning Committee: January 7, 2020

Signed:  1-7-2020  
Robert A. Pontbriand, Town Manager