

Town of Ayer
Community Preservation Committee

Town Hall * One Main Street * Ayer, MA 01432

Minutes for 3/4/2015 - Approved 4/1/2015

Location: Town Hall, 1st Floor

Members present: Janet Providakes (JP) [Housing Authority]- Chair, Beth Suedmeyer (BAS) [At Large], Barry Schwarzel (BES) [Historical Commission], Jenn Gibbons (JRG) [Planning Board], Richard Durand (RD) [Parks & Recreation], Jess Gugino (JG) [Conservation Commission]- Clerk

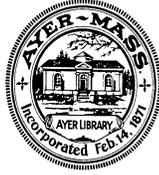
Not present: Vacancy [At Large]

APAC taped: NO

6:10 PM – Open Meeting

• **Public Hearing: Fire Station Historical Photo Restoration Project**

- Present were: Fire Chief Robert Pedrazzi, as well as Brandon Hurley and Steve Slarsky, of the Ayer Fire Department.
- The project seeks funding for the restoration of historical photos, some dating to the 1880s, damaged by decades of storage in the attic of the old fire station.
 - The photos were taken to Northeast Document Conservation Center (NDCC) of Andover for assessment and are currently in storage there.
 - Chief Pedrazzi said the Fire Department now wants to have a facsimile and frame produced for all but one of the historical photos.
 - NDCC advised that the originals, if displayed under fluorescent lighting in a non-climate-controlled environment, would deteriorate and be ruined.
 - This is why the decision was changed to have facsimiles made of most of the photos.
 - The facsimiles will be used for display at the Fire Station.
- With the exception of Photo 7, the restored/repared originals will be given over to the care of the Ayer Historical Commission for protection.
 - BES said the Commission would likely store the photos in the locked Nutting Room at the Ayer Public Library.
 - Photo 7 will likely be displayed in Chief Pedrazzi's office.
- Mr. Hurley presented a powerpoint presentation of each photo to be restored, the kind of restoration work needed, and the cost.
 - Photo 1: Hartwell Hose Co.
 - Treatment (eg. surface cleaning, mold removal): \$1,670.
 - Facsimile and frame: \$850.
 - Total cost: \$2,520.
 - Photo 2: Firefighters in front of Town Hall
 - Treatment: (eg. cleaning): \$1,380.
 - Facsimile and frame: \$740.

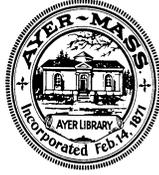


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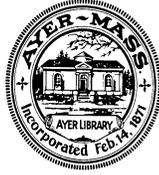
- Total cost: \$2,120.
- Photos 3 and 4 (identical): Hartwell Hose Co. No. 2
 - Treatment (eg. mend weakened corners, stabilization in place for where adhered to glass): \$1,120.
 - Facsimile and frame: \$610.
 - Total cost: \$1,730.
- Photo 5: Portrait of Benjamin Hartwell
 - Treatment (eg. repair of big bubble, stabilization, custom sink mat, mold removal): \$1,450.
 - Facsimile and frame: \$860.
 - Total cost: \$2,310.
- Photo 6: Fireman's Muster
 - This is already a circa 1940s facsimile of an original (location unknown).
 - Treatment (eg. surface clean, mend tears, remove tape, sleeve support): \$1,302.
 - Total cost: \$1,302.
- Photo 7: approx. 40"x50" photo board with 13 photos/platinum prints (portraits, hose wagon) and inscription
 - The cost of producing a facsimile for this multi-photo display would be prohibitive.
 - Treatment (eg. reduce soil and mold, recreate surface, new oval mounts): \$4,980.
 - Frame (eg. clean and add UV protective plexiglass to existing frame): \$1,145.
 - Total cost: \$6,125.
- Additional imaging costs: \$1,720.
 - igh resolution images will be needed for the production of the facsimiles, and this will also produce digital copies for future archival use.
- Total anticipated cost of above work: \$17,827.
 - The cost estimate from NDCC is guaranteed for one year from May 2014.
- Mr. Slarsky suggested the Warrant Article for Spring Town Meeting be worded to provide a cushion in case additional problems occur in the photo restoration or prices go up.
 - Chief Pedrazzi asked that the Article be worded "not to exceed \$20,000."
- Chief Pedrazzi said NDCC was aware of the need to attempt to seek other bids for comparable work.



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- JP said the Community Preservation Coalition highly recommends the NDCC for this kind of specialty work.
 - BES said the Historical Commission supports this project.
 - There being no further discussion, JG moved that CPC support and endorse this project and have the Warrant Article worded to request a sum “not to exceed \$20,000”; BES 2nd.
 - Motion approved unanimously.
 - BAS asked that, if approved by Town Meeting, a plaque also be produced for display with the photos, that reads “Funded by the Ayer Community Preservation Committee.”
 - JG moved to close the Public Hearing; BAS 2nd.
 - Motion approved unanimously.
- **Approval of Meeting Minutes**
 - JRG moved to approve the minutes for 1/7/2015 as written; RD 2nd.
 - Motion approved 5-0 (JG abstained).
 - BES moved to approve the minutes for 2/4/2015 as written; RD 2nd.
 - Motion approved unanimously.
- **Accounts Payable**
 - Community Preservation Coalition: \$875.00, annual dues.
 - BAS moved to approve payment of \$875.00; JRG 2nd.
 - Motion approved unanimously.
 - Conway School of Landscape Design: \$3,250, payment 1 of 2, consultant work on Open Space & Recreation Plan update.
 - Funding (\$30,000) toward work updating the OSRP was approved by Article 34, Spring Town Meeting 2013.
 - JG moved to approve payment of \$3,250; BES 2nd.
 - Motion approved unanimously.
 - BAS raised the question of whether Article 34 could be amended to broaden what it can fund to include implementation of OSRP recommendations and goals, since cost of updating the OSRP will leave a good part of the \$30,000 untouched.
 - JP asked BAS to raise this question with Town Administrator Pontbriand.
 - JP added that she thought CPC would probably have to close out the old article when ready and submit an entirely new warrant article to Town Meeting for funding implementation projects.

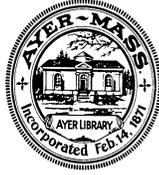


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- Habitat for Humanity project expenses for “Central Avenue Ayer Duplex Housing Unit Construction” (approved Fall Town Meeting 2014)
 - Maki Building Centers: \$3,265.80 (1/21/15), for building materials.
 - RD moved to approve payment of \$3,265.80; BES 2nd.
 - Motion approved unanimously.
 - Maki Building Centers: \$7.38 (1/21/15), for building materials.
 - JG moved to approve payment of \$7.38; RD 2nd.
 - Motion approved unanimously.
 - Maki Building Centers: \$143.84 (1/23/15), for finish blades.
 - JG moved to approve payment of \$143.84; BES 2nd.
 - Motion approved unanimously.
 - Maki Building Centers: \$108.04 (1/23/15), for lumber.
 - RD moved to approve payment of \$108.04; BAS 2nd.
 - Motion approved unanimously.
 - Maki Building Centers: \$24.12 (1/29/15), for building materials.
 - JRG moved to approve payment of \$24.12; RD 2nd.
 - Motion approved unanimously.
 - Maki Building Centers: \$1,602.60 (1/29/15), for lumber.
 - RD moved to approve payment of \$1,602.60; BES 2nd.
 - Motion approved unanimously.
 - Triumph Modular Inc.: \$90.95 (invoice # R1168051, 2/1/15), container rental.
 - BES moved to approve payment of \$90.95; RD 2nd.
 - Motion approved unanimously.
 - Moore Lumber & Hardware: \$1.85 (invoice # 151451, 12/4/14), ear plugs.
 - BES moved to approve payment of \$1.85; RD 2nd.
 - Motion approved unanimously.
 - Northeast Sanitation Corp.: \$110.44 (invoice # A-105668, 2/11/15), portable toilet rental.
 - RD moved to approve payment of \$110.44; BAS 2nd.
 - Motion approved unanimously.
 - Goldsmith, Prest & Ringwall, Inc.: \$2,575.25 (invoice # 15400, 1/8/15), for construction layout, boundary staking, and site plan modification.
 - JRG moved to approve payment of \$2,575.25; RD 2nd.
 - Motion approved unanimously.
 - Per the suggestion of BAS, CPC will request that in the case of multiple invoices from a single vendor, as in the case of Maki Building Centers,



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Habitat should provide a consolidated statement from which CPC can vote to approve payment.

- The consolidated statement should be in addition to the individual invoices, which both CPC and the Town Accountant require for their records.

- **Old Business**

- Old Central Fire Station

- Since CPC's last meeting in February, JP attempted to contact G.S. Holdings for information on whether they were going to proceed with an application for CPC funding for restoration of the Old Fire House.
 - JP has not heard back from them but will try to contact them again.

- **New Business**

- CPC warrant articles for Spring Town Meeting 2015

- JP will be prepping 3 warrant articles for member review at CPC's 4/1/15 meeting, prior to the closing of the Warrant:
 - annual set-asides and funding for administrative expenses;
 - allocation for due diligence;
 - Fire Station photo restoration project, "not to exceed \$20,000."

- **Committee Updates**

- Conservation Commission

- The job posting for the Conservation Administrator has now been released.

- Planning Board

- The PB is working with a consultant on its Zoning Bylaw revision.
 - They hope to be able to hold a Special Town Meeting to vote on a revision in the summer.

- **7:25 PM – Adjourn Meeting**

- BES moved to adjourn; BAS 2nd.

- Motion approved unanimously.