



Town of Ayer  
Rate Review Committee  
Meeting Minutes from November 1, 2022

**Attendance:** Jannice Livingston (Chair); Rick Skoczylas; Pam Martin (DPW Business Manager); Dan Van Schalkwyk (DPW Director); Fred Aponte (Finance Manager); Robert Pontbriand (Town Manager)

**Absent:** Kimberly Abraham (Water/Sewer Superintendent)

**Also in Attendance:** Kurt Fraczkowski (Fin Com); Pauline Conley (Resident)

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

**Review and Approval of the October 11, 2022 Meeting Minutes:**

The Committee reviewed the October 11, 2022 meeting minutes.

**Motion:** a motion was made by R. Skoczylas and seconded by F. Aponte to approve the October 11, 2022 meeting minutes. **Motion Passed (6-0).**

**Review/Discussion/Recommendation(s) for the Calendar Year 2023 Solid Waste (Transfer Station) Rates:**

J. Livingston stated that she is concerned about the timeline for approval, and we always seem to be rushing this process. We are always rushing to approve these rates so that we can sell Transfer Station stickers which do not go into effect until January 1 but we need to sell them in November? We could issue a flyer with the schedule and the process so that people understand everything. I am concerned that we are rushing the process.

D. Van Schalkwyk provided an update from his original presentation on the Solid Waste Rate recommendations. *(Note: Presentation is posted on the Rate Review Committee Webpage on the Town's Website at [www.ayer.ma.us](http://www.ayer.ma.us))*

D. Van Schalkwyk stated that he reviewed the input from the Committee from the October 11, 2022 meeting and offers the following:

1. Recommend that the Committee consider increasing the Regular Transfer Station Sticker by \$5.00 from \$100.00 to \$105.00. With no change in the price for the Senior Sticker.
2. In terms of using \$180,000 instead of \$160,000 from a General Fund Subsidy, he would still recommend the Committee recommend using \$160,000 as the General Fund Subsidy.
3. Recommend that the Committee recommend increasing the Bulk Rate Items Fees as presented in his revised presentation.

4. Recommend no change in the price of bags.

J. Livingston stated that she is pleased to see no increase for the bags with inflation and all the uncertainty going on.

D. Van Schalkwyk stated that in terms of the bulk items costs he compared Ayer to other Town and their disposal costs. He also added dehumidifiers and toilets to the list.

R. Skoczylas asked about automobile batteries and what you do with them.

D. Van Schalkwyk stated that we generally recommend you take them to your battery retailer as they will generally take the old battery for recycling. We have also used our disposal provider.

D. Van Schalkwyk continued that he estimated with the increase to the bulk item disposal it should generate approximately an additional \$2,000 to \$3,000 in revenue for the year. This depends on the number of bulk items disposed of.

J. Livingston stated that the permit fee increase is a one time fee as with bags they are an ongoing cost for the user and could be a hefty sum if we keep increasing them.

F. Aponte stated that the proposal to increase the Permit Sticker by \$5.00 is reasonable as are the proposed increases on the bulk items which have not been increased in years.

The Committee reached consensus that the recommendation to increase the Permit Sticker by \$5.00; No increase to the Senior Sticker; No increase on the bags; Using \$160,000 General Fund Subsidy; and no increases on bags is a reasonable recommendation for the Select Board to consider adopting.

**Motion:** A motion was made by R. Skoczylas and seconded by J. Livingston to recommend to the Select Board at the Public Hearing that they adopt a \$5.00 increase for the annual Permit Sticker from \$100 to \$105.00; adopt the bulk item disposal fees as presented in the presentation; no increase on the bags; and no increase on the Senior Sticker; and to use \$160,000 General Fund Subsidy for Calendar Year 2023. **Motion Passed (6-0).**

**Scheduling of the Public Hearing for the Calendar Year 2023 Solid Waste (Transfer Station) Rate Recommendations:**

The Committee discussed and agreed to recommend that the Public Hearing for the Calendar Year 2023 Solid Waste Rate Recommendations be held on November 15, 2022 at 6pm by the Select Board. There was consensus on November 15, 2022 at 6pm and the Public Hearing will be advertised in the Newspaper and promoted by the Town.

J. Livingston stated that she will not be there as she will be out of Town. She stated that we need to continue to look at all ideas and options and to a deep dive like we just did every year on ways to make the Transfer Station affordable and economical.

**Preliminary Discussion on the FY 2024 Water and Sewer Rates:**

R. Pontbriand stated that it is early for the FY 2024 Water and Sewer rates discussion but wanted the Committee to start to think about them. We will need to update the water and sewer rate model as well as look at all water and sewer fees including connection fees. The water and sewer rates will begin to be the focus of future meetings.

**Scheduling of Next Meeting:**

The Committee scheduled the next Rate Review Committee Meeting for Tuesday, December 13, 2022 at 4pm in the First Floor Meeting Room of the Ayer Town Hall.

**Adjournment:**

Motion: A motion was made by R. Skoczylas and seconded by F. Aponte to adjourn the meeting at 4:44pm. Motion Passed 6-0.

The meeting adjourned at 4:44pm.

Minutes recorded and submitted by R. Pontbriand, Town Manager

Minutes reviewed and approved by the Rate Review Committee on February 7, 2023.

Signed:   
Robert A. Pontbriand, Town Manager