

TOWN OF AYER SELECTMEN'S MEETING MINUTES
Tuesday, January 21, 2014-7:00P.M.
1st Floor Meeting Room, Town Hall, Main Street, Ayer, MA

Chairman Luca called the meeting to order at 7:00p.m. Present: Chairman-Gary J. Luca, Christopher R. Hillman, Vice-Chairman, James M. Fay Clerk, Members: Pauline Conley and Jannice Livingston. Janet Lewis, Secretary. Town Administrator Robert A. Pontbriand absent
Chairman Luca requested if there were any amendments to the Agenda. None. Chairman Luca called for a motion to approve the Agenda. Ms. Livingston moved to approve the agenda 2nd by Mr. Fay, VOTE: unanimous, so moved.

Chairman Luca requested if there was anyone present wishing to meet with the Board under Public Input. No one stepped forward. Ms. Conley requested from the Board's delegates to the Curbside Study Working Group if they held their first meeting. Ms. Livingston advised to the first meeting of the working group is Thursday, January 30, 2014 at 5:00p.m. at the DPW Office.

Announcements: Chairman Luca called for a Moment of Silence for the "Town's First Lady of Ayer"-Zelda L. Moore, who passed away on Monday, January 20, 2014. Mr. Luca reflected on Mrs. Moore love and vision for the Town documenting, restoring and maintaining the Town's historic treasures through her library in the Page Moore Building. The Board sent along their sincerest condolences to the Moore family.

National Grid-Washington Street Easement-The Board met with Iris Harris from National Grid re the Granting of Easement on the southwest side of Washington Street and westerly side of Groton Harvard Road -Town of Ayer Assessors Map Parcel 019/020.00000-0001.0 described in a deed dated April 30, 1883 recorded at Middlesex South District Registry of Deeds in Book 1653, Page 213 for underground electric distribution system for the ASRHS construction project. Ms. Conley moved the vote to approve the National Grid -Washington Street Easement as presented, 2nd by Mr. Hillman, VOTE: unanimous, so moved.

Police Chief William Murray -Appointment Police/Fire/EMS Per Diem Dispatcher-Chief Murray introduced and recommended the appointment of Christopher M. Herrstrom, of Ayer, MA to the on-call Per Diem Dispatcher position to augment his dispatch staff (no benefits, not covered by CBA and compensated at Step One Full Time Dispatcher/no conflicts with Fire Dept. per 1-9-14 Memo) Ms. Conley moved the Board vote to approve the Chief's recommendation and appoint Christopher M. Herrstrom as a Police/Fire/EMS Per Diem Dispatcher to the Ayer Police Dept. as discussed, 2nd by Mr. Hillman, VOTE: unanimous, so moved.

Cultural Council Appointments-rescheduled to Board's 2-4-14 Meeting

DPW Superintendent's Report-the Board met with Mark Wetzel

1 Old Groton Road- Supt. Wetzel advised to only one interested party submitting request re plowing Old Groton Rd.- Matthew Womble, of Lunenburg, MA at \$75 for every 4" of snow or \$150 for 8" of snow advising the Board to Mr. Womble the person who plowed Old Groton Rd the last storm as test run. Discussion followed re concern re other roads, contracts, liability insurance etc. Mr. Fay stating at the last meeting the Board agreed Town would plow road, that should be it-plow road, he is not comfortable giving to private contractor DPW should plow road, don't treat any different than any other road. Ms. Conley agreeing with Mr. Fay but suggesting DPW get at least one pass done with backhoe early in storm, if significant storm, to allow residents some accommodation re access. Supt. Wetzel urging Board to get something in writing from residents re plowing and advising to Fire Dept. having emergency access from Washington Street entrance if needed as well as requesting residents of Old Groton Rd. not to park on road. The Board requested number of new streets/private roads requiring similar consideration Mr. Hillman advising to Pingrey Hill, Mountain Laurel having issues as well. Mr. Hillman advising to Board settling issue this Spring.

2. Industrial Pretreatment Program Contract with Hoyle Tanner (HTA)-Supt. Wetzel presented HTA Agreement for Professional Engineering services for the Town's four (4) Significant Industrial Users (SIU) for twelve months January 2014 to December 2014 with an option for two additional years, effective 12-21-14 in the amount of \$42,500.00. Mr. Fay moved the Board's approval of HTA's Pretreatment Program as presented and recommended by Supt. Wetzel for a one year contract not to exceed \$42,500.00. Ms. Conley requesting to strike limitations of their responsibilities paragraph #10 and clarify paragraph #9 limits coverage, 2nd by Mr. Hillman VOTE: unanimous, so moved. Mr. Wetzel to have HTA modify Agreement and report back.

3. Street Light Contract Time Extension-Blais Electrical Corp. Contractor present for the discussion Supt. Wetzel advising Board to Blais Electric requesting time extension for the Main Street Light Improvement Project due to being delayed in completing the work due to deliveries from the vendor. Supt. Wetzel advising to the light poles delivered on 12-30-13 and expecting delivery on the decorative bases on 1-21-14. Supt. Wetzel advising to contractor preparing hole locations in October and November 2013 and installing poles and light fixtures as soon as the materials were delivered even under polar vortex weather conditions and recommending the Board's approval of the time extension. The Board applauded work effort; Blais advising to shutdown in NY out of their control holding up delivery. Ms. Conley thanked Mr. Blais for all his effort and moved to approve Change Order #1. to Blais Electrical Corp. modifying final date of delivery/installation of the decorative light pole bases (payment) to 1-31-14 and authorize the Chairman's signature, 2nd by Mr. Hillman, VOTE: unanimous, so moved.

Board of Selectmen's Minutes and Meeting Packets-The Board after a brief discussion amended the Board's Policies & Procedures 99-24 Minutes -from fourth (4) day of circulation of Meeting minutes to ten (10) days (the Board to remit electronic edit to the minutes within 4-5 days of meeting and minutes to be re-circulated with all edits electronically back to the Board). Board to approve minutes once a month. Motion to approve made by Mr. Fay, 2nd by Mr. Hillman VOTE: unanimous, so moved.

Town Administrator's Report-Mr. Pontbriand absent

1. Public Disclosure of 1-20-14 Executive Session Acts per OML (if applicable)

Mr. Luca advised to the Board voting and approving a RFT in the amount of \$4,067.04 re medical bills for Police Officer under 111F and sending RFT to Fin-Com for approval.

2. 2014 MMA Annual Meeting Voting Delegate - Mr. Fay nominated Mr. Luca as delegate to the 2014 MMA Annual Mtg., 2nd by Ms. Conley, VOTE: unanimous, so moved.

3. The Board reviewed the revised Selectmen's Office Fy-15 Budget and expressed concern re impact to legal budget and Ms. Conley requesting spread sheet re legal costs to date.

4. Old Central Fire Station RFP-Ms. Conley requesting to amend Page one #1. Introduction 2nd word second line change sale to purchase- of property. Mr. Fay moved the Board vote to approve amendment, 2nd by Ms. Conley VOTE: unanimous, so moved.

5. Town-wide Life Insurance Policy Proposal- The Board reviewed their vote of 1-7-14 raising the Town-wide Life Insurance Policy from \$2K to \$5K contingent upon Fin-Com's review & approval. The Board reviewed coverage changes, amending the Bargaining Agreements too include 75-25 split. Ms. Conley offered to break out changes in the old and new coverage. The Board requested to have Ms. Doig come before the Board to explain/clarify policies at their 2-4-14 meeting.

6. Willows Demand for payment update-Mr. Hillman stated he stands by decision of 12-17-13 to send out letter asap demanding the \$250K and hold all permits until settled. Ms. Livingston requesting this is run by Town counsel re bankruptcy concerns.

New Business/Selectmen's Questions-

Mr. Hillman-

1. recommending the Board put Town Counsel/Legal Services out to bid, get quotes, wouldn't hurt-competition is good.

2. Excess Sewer Capacity/Devens-suggesting the Board needs a more accurate study done to reduce contract on a gas need basis rather than have to basis. The Board requested to receive a preliminary recommendation from Supt. Wetzel for the Board's 2-4-14 meeting.

3. GPS in Town Vehicles Mr. Hillman stating he doesn't want to use re tracking, or use by supervisors as a disciplinary tool but to utilize re assistance in example with break-ins to see where officers are to be able to get them there quick and patrol checks. Mr. Luca agreeing to great tool if departments buy into. Mr. Fay advising to impact bargaining necessary, Mr. Hillman disagreeing stating there is no impact re working conditions. The Board requested to get materials back from Ms. Knox and Mr. Wetzel to have something the Board could look at. Mr. Fay offering to invite Lowell Company in for demonstration.

4. Economic Plan-need -Town needs portfolio outlining schools, businesses, recreational areas, need to promote more looking to promote/encourage potential new businesses to Town

5. Business Certificates-requesting update.

Ms. Livingston-

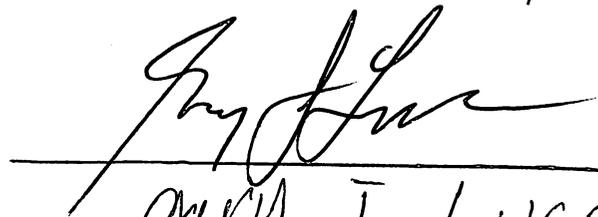
requested update to Town Auditors recommendation/s of 8-22-13 re closing Tax Collector's bank account and billing/reimbursement other municipalities re retiree's healthcare and as of today no confirmation bills have been paid. Ms. Livingston read Chapter 32B Section 9A 1/2 into the record advising Town of Ayer is receiving bills and they are not being paid stating it is the law, something is wrong. Mr. Luca advising to his public information request being redacted by Treasurer and Town Administrator unable to get information. Mr. Fay stating Board needs to require Treasurer comply with request it is the law, if need be take our own officials to court. Ms. Livingston stating she doesn't understand the attitude, Treasurer doesn't have to answer the question. A simple request for information Board can't get. Mr. Hillman stating position should be appointed not elected. Ms. Conley requested where we stand re Financial Policies to get information-exhibits being prepared by the Fin-Com, and questioning if other communities were billing us and advised yes.

Minutes 12-17-13- The Board requested to add line re Doug Jasperson being present re plowing history of Old Groton Road.

9:35p.m. Ms. Livingston moved to adjourn the meeting 2nd by Mr. Hillman VOTE: Unanimous so moved.
9:35 meeting adjourned.

approved by Board

3/25/14 & 5/21/14



Gary J. Luca