

Town of Ayer  
Board of Selectmen  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
Ayer, MA 01432



Tuesday, December 16, 2014  
Meeting Minutes

*Broadcast and Recorded by APAC*

Present: Jannice L. Livingston, Vice-Chair; Gary J. Luca, Clerk

*Entered at 7:38 PM* - Christopher R. Hillman, Chair

Robert A. Pontbriand, Town Administrator  
Carly M. Antonellis, Assistant to the Town Administrator

**Call to Order:** J. Livingston called the meeting to order at 7:01 PM

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the agenda.

**Motion passed 2-0.**

J. Livingston announced the Winter Parking Ban, which is in effect until April 15, 2015.

**Public Input:** Members from the Ayer Train Station Advisory Committee (Jeremy Callahan; Harry Zane, Carolyn McCreary and Kathleen O'Connor) expressed their concern relative to the delays in the Depot Square land transfer.

**Ms. Alicia Hersey, Office of Community and Economic Development:** A. Hersey gave a brief synopsis of the Ayer Community Development Strategy for 2014-2015.

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the Ayer Community Development Strategy for 2014-2015, as presented. **Motion passed 2-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the Pleasant Street project as the Town Infrastructure project for the Community Development Block Grant.

**Motion passed 2-0.**

A. Hersey then presented a contract for services between the Town of Ayer and Community Opportunities Group, Inc. for grant writing for the FY 2015 Community Development Block Grant application. The money will be taken from the UDAG fund for the initial cost with reimbursement from the CDBG if approved or through Program Income funds.

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve contract between the Town of Ayer and Community Opportunities Group in the amount of \$7,500 paid through the UDAG account, which will be reimbursed with the successful CDBG award or through Program Income funds. **Motion passed 2-0.**

**Mr. Mark Wetzel, DPW Superintendent:** M. Wetzel introduced Mr. Frank Mavilia and recommended him for the Transfer Station Operator position.

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to appoint Mr. Frank Mavilia as the Transfer Station Operator pending results of physical and with a 6 month probation period. **Motion passed 2-0.**

M. Wetzel then presented his proposal for the Columbia Street and Central Avenue Intersection and the Columbia Street and Main Street Intersection, as requested by the Board of Selectmen at a previous meeting. Because the Police Department has no high rate of accident history at either intersection, but recognizing the awkward angles, the DPW will install flush concrete islands during the summer of 2015.

**Fire Chief Robert Pedrazzi:** R. Pedrazzi outlined the process for the Ambulance Billing RFP and is recommending that Coastal Medical Billing of Sutton be awarded the contract.

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the contract between the Town of Ayer and Coastal Medical Billing for Ambulance Billing as outlined in the RFP. **Motion passed 2-0.**

*Selectman C. Hillman entered the meeting at 7:38 PM*

**Town Administrator's Report:** R. Pontbriand gave an update relative to the Energy Committee and other energy efficiency upgrades being made in the Town.

R. Pontbriand introduced Ruth Maxant Shultz and recommended her to the vacant position on the Open Space and Recreation Committee.

**Motion:** A motion was made by G. Luca and seconded by C. Hillman to appoint Ruth Maxant Shultz to the Open Space and Recreation Committee. **Motion passed 3-0.**

R. Pontbriand discussed the position of Town grant writer, as requested by the Board of Selectmen. At this time, per the Town Administrator's memo dated December 12, 2014, the cost benefit analysis of adding this position is not justified.

R. Pontbriand and Town Clerk Susan Copeland presented the Town Hall hours of operation for the last two weeks in December. The hours will be 8am -4pm Wednesday December 24, 2015; closed Christmas Day December 25, 2014 and Friday December 26, 2014; 8am-4pm Wednesday December 31, 2014; closed New Year's Day January 1, 2015 and Friday January 2, 2015. This is a non-precedent setting schedule designed to save energy and energy costs.

### **2015 License Renewals:**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold only a Common Victualler License, pending receipt of all outstanding municipal payments: Subway, Ayer Convenience, Devens Pizza & Deli, McDonald's

Restaurant, Wendy's, Pauline's Variety, Woo Jung, Verona Pizza and Seafood, Dunkin Donuts, Dan's Place, Gulf Station Mart, The Cottage, Wok N' Roll, Lazy Mary's. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold an All Alcohol Package Store license, pending receipt of all outstanding municipal payments: Traffic Circle Liquors d/b/a Jack-O-Lantern; Barnum Road Liquors, Ayer Package Store. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by C. Hillman to approve the renewal of the following business that holds a Common Victualler License and an Amusement License, pending receipt of all outstanding municipal payments: Parthenon Pizza. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold a Common Victualler License, Amusement License, and an On Premise All Alcohol License, pending receipt of all outstanding municipal payments, proof of liquor liability insurance and successful building/code inspection, pursuant to MGL: Tiny's, Nashoba Restaurant, Carlin's Restaurant, Billard's Café. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following business that holds Common Victualler License and an On Premise Club Beer and Wine, pending receipt of all outstanding municipal payments, proof of liquor liability insurance and successful building/code inspection, pursuant to MGL: Ayer Gun & Sportsmen's Club. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold a Class I Vehicle License, pending receipt of all outstanding municipal payments and proof of \$25,000 surety bond: Toreku Tractor and Equipment, Gervais, Inc., Trailer Home Sales, L-3 Communications/Essco, Inc. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold a Class II Vehicle License, pending receipt of all outstanding municipal payments and proof of \$25,000 surety bond: Ayer Road Used Cars, Rt 2A Auto Sales, Vehicles Unlimited, Nukar Auto Sales, Don's Auto Sales, JC Madigan, Inc., Alpha Landscape Contractors, Terranova Auto Body, Partridge Auto Sales. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following business that holds a Class III Junk Vehicle License, pending receipt of all outstanding municipal payments: Harry Schwartz & Sons, Inc. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold a Common Victualler License and an On Premise All Alcohol License, pending receipt of all outstanding municipal payments, proof of liquor liability insurance and successful building/code inspection, pursuant to MGL: New England Flatbread & Ale Company, Mango Grill, Empire City, Lucia's Tavola, Markoh's on Main, Shaker Hills Country Club. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following businesses that hold Common Victualler License and a Beer and Wine Package Store

License, pending receipt of all outstanding municipal payments, pursuant to MGL: Archer's Mobil and Chung Ge Market. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the renewal of the following business that holds a Beer and Wine Package Store License, pending receipt of all outstanding municipal payments: The Vineyard. **Motion passed 3-0.**

**New Business/Selectmen's Questions:**

C. Hillman would like to have the Shirley Street Bridge reopened as soon as possible. C. Hillman would also like the Directors of the Sandy Pond School to come in before the Board of Selectmen in the future.

**Approval of Meeting Minutes:**

**Motion:** A motion was made by G. Luca and seconded by J. Livingston to approve the meeting minutes of November 18, 2014. **Motion passed 3-0.**

**Motion:** A motion was made by G. Luca and seconded by C. Hillman to approve the meeting minutes of December 2, 2014. **Motion passed 3-0.**

The Board wished everyone Happy Holidays.

**Motion:** A motion was made by J. Livingston and seconded by G. Luca to adjourn at 8:25 PM. **Motion passed 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Minutes Approved by BOS: \_\_\_\_\_

1-6-2015

Gary J. Luca, Clerk: \_\_\_\_\_

