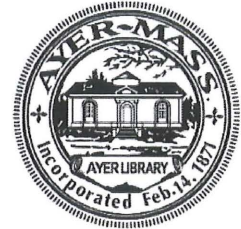


RECEIVED
JUN 16 2021

TOWN OF AYER
TOWN CLERK

10:00am

Town of Ayer
Ayer Select Board
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432



Broadcast and Recorded by APAC

Tuesday May 18, 2021
Open Session Meeting Minutes

SB Present: Shaun C. Copeland, Chair; Scott A. Houde, Vice-Chair; Jannice L. Livingston, Clerk
All Via Remote Participation

Also Present: Robert A. Pontbriand, Town Manager
Carly M. Antonellis, Assistant Town Manager
Both Via Remote Participation

Call to Order: S. Copeland called the meeting to order at 6:00 PM.

Remote Access: S. Copeland stated that pursuant to Governor Baker's March 12, 2020 Order Temporarily Suspending Certain Provisions of the Open Meeting Law, MGL Chapter 30A, Section 18 and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Ayer Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort has been made to ensure that the public can adequately access the proceedings as provided in the Order. All votes will be taken by Roll Call.

Pledge of Allegiance: Select Board members and meeting attendees stood and recited the Pledge of Allegiance.

Announcements: None

Approval of Meeting Agenda:

Motion: A motion was made by S. Houde and seconded by J. Livingston to approve the meeting agenda. **Roll**

Call: S. Houde, aye; J. Livingston, aye; S. Copeland, aye. **Motion passed by Roll Call Vote 3-0.**

Recognition of Laurie Sabol – Ayer Recycling Committee: S. Copeland and SB members recognized Recycling Committee Chair Laurie Sabol who will be retiring from the Committee in June.

Public Input: None

Barbara Tierney, Treasurer/Tax Collector - Vote to Approve Sale of General Obligation Bonds: B. Tierney stated that the Town successfully issued \$6,175,999 General Obligation Bonds with an average interest rate of 1.408%. She noted that the Town will save about \$500,000 in future interest costs due to the application of the premium for the borrowing.

Motion: A motion was made by J. Livingston and seconded by S. Houde that I, the Clerk of the Select Board of the Town of Ayer, Massachusetts (the "Town"), certify that at a meeting of the board held May 18, 2021, of which meeting all members of the board were duly notified and at which a quorum was present, the following votes were unanimously passed, all of which appear upon the official record of the board in my custody:

Voted: that the sale of the \$6,175,000 General Obligation Municipal Purpose Loan of 2021 Bonds of the Town dated May 27, 2021 (the "Bonds"), to Piper Sandier & Co. at the price of \$6,682,290.97 and accrued interest is

hereby approved and confirmed. The Bonds shall be payable on November 15 of the years and in the principal amounts and bear interest at the respective rates, as follows, as displayed in the Town Meeting Packet:

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2021	\$540,000	4.00%	2031	\$235,000	2.00%
2022	\$520,000	4.00%	2032	\$230,000	2.00%
2023	\$515,000	4.00%	2033	\$230,000	2.00%
2024	\$505,000	4.00%	2034	\$230,000	2.00%
2025	\$460,000	4.00%	2035	\$230,000	2.00%
2026	\$280,000	2.00%	2037	\$445,000	2.00%
2027	\$280,000	4.00%	2038	\$220,000	2.00%
2028	\$280,000	4.00%	2039	\$220,000	2.00%
2029	\$275,000	4.00%	2040	\$220,000	2.00%
2030	\$260,000	2.00%			

Further Voted: that the Bonds maturing on November 15, 2037 (a "Term Bond") shall be subject to mandatory redemption or mature as follows:

<u>Year</u>	<u>Amount</u>	
2036	\$225,000	
2037*	\$220,000	* Final Maturity

Further Voted: that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated May 4, 2021, and a final Official Statement dated May 11, 2021 (the "Official Statement"), each in such form as may be approved by the Town Treasurer, be and hereby are ratified, confirmed, approved and adopted.

Further Voted: that the Bonds shall be subject to redemption, at the option of the Town, upon such terms and conditions as are set forth in the Official Statement.

Further Voted: that the Town Treasurer and the Select Board be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the Town, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

Further Voted: that we authorize and direct the Town Treasurer to establish post issuance federal tax compliance procedures and continuing disclosure procedures in such forms as the Town Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds and to comply with relevant securities laws. Further Voted: that any certificates or documents relating to the Bonds (collectively, the "Documents"), may be executed in several counterparts, each of which shall be regarded as an original and all of which shall constitute one and the same document; delivery of an executed counterpart of a signature page to a Document by electronic mail in a ".pdf" file or by other electronic transmission shall be as effective as delivery of a manually executed counterpart signature page to such Document; and electronic signatures on any of the Documents shall be deemed original signatures for the purposes of the Documents and all matters relating thereto, having the same legal effect as original signatures.

Further Voted: that each member of the Select Board, the Town Clerk and the Town Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

I further certify that the votes were taken at a meeting open to the public, that no vote was taken by secret ballot, that a notice stating the place, date, time and agenda for the meeting (which agenda included the adoption of the above votes) was filed with the Town Clerk and a copy thereof posted in a manner conspicuously visible to the public at all hours in or on the municipal building that the office of the Town Clerk is located or, if applicable, in accordance with an alternative method of notice prescribed or approved by the Attorney General as set forth in 940 CMR 29.03(2)(b), at least 48 hours, not including Saturdays, Sundays and legal holidays, prior to the time of the meeting and remained so posted at the time of the meeting, that no deliberations or decision in connection with the sale of the Bonds were taken in executive session, all in accordance with G.L. C.30A, §§18-25, as amended, further suspended, supplemented or modified by the Executive Order of the Governor of The Commonwealth of Massachusetts Suspending Certain Provisions of the Open Meeting Law, Chapter 30A, §20 dated March 12;2020. **Roll Call:** S. Houde, aye; J. Livingston, aye; S. Copeland, aye. **Motion passed by Roll Call Vote 3-0.**

Alan Manoian, Director, Office of Community & Economic Development - Master Plan Implementation

Update: A. Manoian stated that the Master Plan was adopted in late 2017. The Town has made progress in implementing the goals. He reported that in each of the following categories, the number of goals that were already accomplished or are in process. 9 out of 9 Land Use Goals; 12 of 13 Housing Goals; 10 of 12 Economic Development Goals; 11 of 29 Resources Goals; 18 of 22 Transportation Goals; 12 of 12 Infrastructure Goals; 11 of 12 Municipal Services Goals. J. Livingston thanked A. Manoian for his presentation. S. Houde asked how the SB can help in achieving the remainder of the goals? A. Manoian stated that the SB should continue to play an active role in civic engagement.

Town Manager's Report: *Administrative Update/Review of Town Warrant(s)* - R. Pontbriand provided the Select Board with an update on the various activities, initiatives, and projects of the Administration since the Select Board last met. He also provided a list of signed Town Warrants in the meeting packet. R. Pontbriand thanked the Town Clerk, Susan Copeland for a running a successful Town Election. He stated that the ADA plan update is in the process of being finalized. He noted that the Rate Review Committee will meet on May 25th. He has also begun the process of reviewing the Woodlawn Cemetery transfer and will provide a formal report to SB later this year.

COVID-19 Update/Reopening Plan Update - R. Pontbriand reported that the Governor recently announced that the state will lift most remaining COVID-19 restrictions — including allowing for full capacity for industries and removing gathering limits — and adopt new federal guidance on mask wearing on May 29, 2021. The Governor also announced the State of Emergency will be lifted on June 15, 2021. The Town Hall will reopen to the public on Tuesday June 1, 2021. The plan is for continued mask wearing in the Town Hall for the time being. The restrooms will be closed to the public, and the First Floor Meeting Room and outside tent will continue to be in use for residents to meet with Town Hall staff. He noted that the Swap Shed at the Transfer Station will reopen on Wednesday June 2, 2021. He stated that he is awaiting additional information from the State regarding the allowance of remote participation/Zoom meetings. S. Copeland asked about the continuance of Outdoor dining. C. Antonellis stated that as of now, bars and restaurants can continue outdoor seating service until August 15, 2021. S. Houde suggested reaching out to business owners and seeing what their intentions were relating to outdoor seating.

New Business/Selectmen's Questions: *Devens Review Committee (Select Board Member Houde)* - S. Houde gave a brief presentation on the status of the Ayer Devens Jurisdiction/Disposition Committee. The Committee is charged with reviewing options of final disposition of Devens and the impacts to the Town of Ayer. Items to consider are impacts to revenue/expenses, education, housing and Town owned land. For 2021, he would like to appoint the remaining committee members; meet in August to refine the scope of the Committee and to regularly meet beginning in September.

Approval of Meeting Minutes:

Motion: A motion was made by S. Houde and seconded by J. Livingston to approve the Meeting Minutes from

April 14, 2021. **Roll Call:** S. Copeland, aye; S. Houde, aye; J. Livingston, aye. **Motion passed by Roll Call Vote 3-0.**

Reorganization of the Select Board: J. Livingston stated that in the past the SB has rotated positions, but noted that in the SB policies, the Board has the option to keep the status quo. J. Livingston suggested keeping the status quo and nominated S. Copeland to remain as Chair.

Motion: A motion was made by J. Livingston and seconded by S. Houde to reappoint S. Copeland as Chair. **Roll Call:** S. Copeland, abstain; S. Houde, aye; J. Livingston, aye. **Motion passed by Roll Call Vote 2-0-1.**

Motion: A motion was made by J. Livingston and seconded by S. Copeland to nominate S. Houde as Vice-Chair and J. Livingston remain as Clerk. **Roll Call:** S. Copeland, aye; S. Houde, aye; J. Livingston, aye. **Motion passed by Roll Call Vote 3-0.**

Adjournment:

Motion: A motion was made by J. Livingston and seconded by S. Houde to adjourn at 6:55 PM. **Motion passed by Roll Call Vote 3-0.**

Minutes Recorded and Submitted by Carly M. Antonellis, Assistant Town Manager

Date Minutes Approved by SB: 15 JUNE 2021

Signature Indicating Approval: 