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TOWN OF AYER

2016 OCT 14 AM 11:24

Susan E. Copeland

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



Tuesday October 18, 2016
Open Session Meeting Agenda

- 7:00 PM Call to Order
Pledge of Allegiance; Review and Approve Agenda; Announcements
- 7:05 PM* Public Input
- 7:15 PM Chief William A. Murray, Ayer Police Department
1. Appointment of Patrol Officer
2. Traffic Regulations
- 7:20 PM Ms. Alicia Hersey, Program Manager, Office of Community Development
1. Lien Subordination Request 05-291 & 06-315
- 7:30 PM MART Update – Commuter Rail Parking/Access Improvement Project
- 8:00 PM Joint Meeting of the BOS and Planning Board to Appoint Planning Board Member
- 8:15 PM Town Administrator's Report
1. Town Administrator's Report
- 8:20 PM New Business/Selectmen's Questions
- 8:25 PM Approval of Meeting Minutes
October 4, 2016
- Adjournment

**Agenda times are for planning purposes only and do not necessarily constitute exact times*



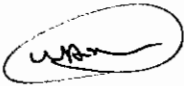
AYER POLICE DEPARTMENT

54 Park Street · Ayer, Massachusetts 01432-1161
Tel. (978) 772-8200 · Fax (978) 772-8202



William A. Murray
Chief of Police

MEMORANDUM

To: Board of Selectmen
From: Chief William A. Murray 
CC: TA Pontbriand, file
Date: October 12, 2016
Re: Police Officer Appointment

I respectfully request that the Board appoint **Christopher D. Lowney** to one of the two new open positions of Patrol Offer, per Town Meeting, for the Ayer Police Department. Christopher was chosen from a final field of seven candidates after passing a panel board interview and a lengthy and thorough background investigation. The panel board consisted of Lt. Gill and Sgt. Edmonds. The background investigation was conducted by Detective Barhight.

Christopher is long time resident of Groton. He is a graduate of Roger Williams University, with a BS in Criminal Justice and a minor in Sociology, and the 40 week MPTC Reserve Intermittent Police Academy. During the summers of 2014 and 2015 Christopher interned with the Groton and Burlington Police Departments where he was exposed and learned of a myriad of police practices. Though he lacks the usual training and experience we see from applicants, Christopher impressed the review panel so much that they graded him higher than applicants older and with more experience than he.

If appointed Christopher would have to attend and successfully complete the full-time MPTC Police Academy. It has been more than 20 years since the Department has had to send someone to the Academy but of all the officers we have sent since my appointment in 1987 everyone has remained with the Department and are now in supervisory positions.

I am requesting that this appointment be made contingent upon passing a physical and psychological exam administered by the Department. I would further request that the appointment be effective November 1, 2016 and the starting rate of pay be Step 1 Patrolman.



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William A. Murray
Chief of Police

MEMORANDUM

To: Board of Selectmen
From: Chief William A. Murray
CC: TA Pontbriand, file
Date: October 12, 2016
Re: Traffic Regulations

A handwritten signature in black ink, enclosed in a hand-drawn oval.

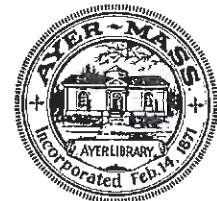
I respectfully request that the Board of Selectmen vote to conduct, or have conducted, a thorough review of the Traffic Regulations of the Town of Ayer, adopted May 23, 1939, and all its subsequent amendments to ensure applicability and legality with current State Law or other standards. I further request that once said review is conducted, a new document be drafted and approved by the Board defining and memorializing the current regulations of the Town.

Should the Board vote to accept my request then I offer to conduct the review and to submit a draft of a new document for the Board to approve.

Town of Ayer

Department of Planning & Development

Upper Town Hall ♦ One Main Street ♦ Ayer, MA 01432 ♦ 978-772-8221 ♦ Fax: 978-772-8208



MEMORANDUM

TO: Board of Selectmen
FR: Alicia Hersey, Community Development Office
RE: Lien Subordination Request Cases **05-291 & 06-315**
DT: October 12, 2016



I am requesting the BOS review this subordination again due to the wrong mortgage amount being given to us the first time around.

The property owner of housing at 5 Forest Street has requested the Town subordinate its mortgage on the property in favor of a new first mortgage.

Assessed Value of Property	\$185,300.00
Appraised Value of Property	\$255,000.00
First Mortgage (to be paid off)	\$146,973.38
Amount of Program Assistance (2 Loans)	\$ 20,860.61
Proposed New Mortgage Amount	\$149,376.00
Maturity Date of Program Lien	March 27, 2022 & February 19, 2023

The borrower is seeking to obtain a new mortgage. She is seeking a new loan to lower her interest rate. This new first mortgage will lower her interest rate from 4.75% to 3.50%. She will be using this new loan to pay off her existing first mortgage. The Town's liens are in force on this property until March 27, 2022 and February 19, 2023.

Based upon the subordination policy approved by the Town and state Dept. of Housing and Community Development, "if total is more than 65% but less than 80 % of the appraised valuation, a recommendation to approve with conditions, will be made to the Board of Selectmen. In the current case, the outstanding liens will be equal to 66.76% of the appraised value of the property.

Therefore, in accordance with the Town's subordination policy, I recommend the Chairman of the Board sign the subordination of the Town's lien conditioned upon a new mortgage not to exceed \$149,376.00.

SUSAN M. KENNEDY
5 NASHUA STREET
AYER, MA 01432
(978) 391-4080
sue_kennedy@comcast.net

October 13, 2016



Ayer Board of Selectmen
1 Main Street
Ayer, MA 01432

Letter of Intent

I would like to be considered for appointment to the vacant position on the Ayer Planning Board.

I have previously served 3 years on the East Acton Village Planning Committee and have some experience with planning.

As a new resident, since April 2016, this would be a wonderful opportunity to learn more about my new town and use my skills to be of assistance.

Thank you for your consideration.

Sincerely,

Sue Kennedy

Susan Kennedy

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



Tuesday October 4, 2016
Meeting Minutes

Broadcast and Recorded by APAC

Present: Gary J. Luca, Chair; Jannice L. Livingston, Clerk
Robert A. Pontbriand, Town Administrator
Carly M. Antonellis, Assistant to the Town Administrator

Absent: Christopher R. Hillman, Vice-Chair

Call To Order: G. Luca called the meeting to order at 7:00 PM.

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

Review and Approve Agenda:

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the agenda. **Motion passed 2-0.**

Public Input: None

Ms. Susan Copeland, Treasurer, Collector and Clerk: *Appointment of Part-Time Finance Department Assistant*
- S. Copeland introduced Ms. Michelle Bishara, her recommended candidate for the position. Ms. Copeland stated that there were over sixty applications and Ms. Bishara interviewed very well and had a strong background in administrative/financial matters.

Motion: A motion was made by J. Livingston and seconded by G. Luca to appoint Ms. Michelle Bishara to the position of Part-Time Finance Department Assistant effective October 11, 2016 pending successful CORI check. **Motion passed 2-0.**

Presidential Election Update – S. Copeland gave an update on the upcoming Presidential Election being held on November 8, 2016. S. Copeland stated that Early Voting is now available starting on October 24, 2016. The deadline to vote early is November 4, 2016 at 12:00 PM.

Mr. Mark Wetzel, Superintendent Department of Public Works: *Appointment of Highway Division Laborer*
– G. Luca publicly disclosed that applicant was related to his wife and had filed a disclosure with the Town Clerk's Office. M. Wetzel introduced Mr. Ryan Januskiewicz his recommended candidate for the position. The Town received over 30 applications and Mr. Januskiewicz interviewed well and was qualified for the position. He is a graduate of Ayer Shirley Regional High School.

Motion: A motion was made by J. Livingston and seconded by G. Luca to appoint Mr. Ryan Januskiewicz to the position of Highway Department Laborer effective October 11, 2016 pending pre-employment physical, drug screening and CORI check. **Motion passed 2-0.**

Vote of Intent to Layout Norwood Avenue – M. Wetzel stated that he received a request from North Shirley Realty Trust for the Town to accept a section of Norwood Avenue, within the Elizabeth Estates Subdivision. Upon affirmative vote by the BOS, the matter will then go before the Planning Board with the intent of placing on the 2017 Spring Annual Town Meeting Warrant.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Intent to Layout Road acceptance for Norwood Avenue as presented by the Superintendent of the DPW. **Motion passed 2-0.**

Amendment to Water Line Easement – Kingswood Corporation – M. Wetzel stated that he received a request from Kingswood Corporation for an “Amendment to Easement” for a water line located at the end of New England Way. This amendment will clarify the record title. Town Counsel has reviewed the proposed amendment and have recommended approval.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Amendment to Easement requested by Kingswood Corporation as presented by the Superintendent of the DPW. **Motion passed 2-0.**

Ms. Alicia Hersey, Office of Community Development: A. Hersey reported that the Town had been notified by the owner that she wishes to sell her property at 19 Bates Street, Unit D which is an affordable unit. By statute, the Town has the Right of First Refusal to purchase the property.

Motion: A motion was made by G. Luca and seconded by J. Livingston to waive the Right of First Refusal for the purchase of 19 Bates Street, Unit D. **Motion passed 2-0.**

Lien Subordination Request Case 05-291 & 06-315 - A. Hersey reported the owner of a home located at 5 Forest Street has requested the Town subordinate its mortgage on the property in favor of a new first mortgage because the borrower is seeking to obtain a new mortgage.

Motion: A motion was made by G. Luca and seconded by J. Livingston to approve the subordination requests (05-291 and 06-315) with signature by the Chair. **Motion passed 2-0.**

Town Administrator’s Report: R. Pontbriand presented both DRAFT Super and Special Town Meeting Warrants for Town Meetings being held on October 24, 2016 at 7:00 PM and 7:15 PM respectively.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Super Town Meeting Warrant for October 24, 2016. **Motion passed 2-0.**

J. Livingston asked why there was a “does not recommend” notation by the Finance Committee on Special Fall Town Meeting Warrant Article #3. R. Pontbriand stated that their opposition was related to timing of the article and that they thought it should be taken up at the Annual Town Meeting as part of the budget process.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the Special Fall Town Meeting Warrant for October 24, 2016. **Motion passed 2-0.**

Motion: A motion was made by G. Luca and seconded by J. Livingston to close the Special Fall Town Meeting Warrant. **Motion passed 2-0.**

Approval of Purchase Order #2427- Police Dept. Cruiser – On behalf of Police Chief Murray, R. Pontbriand is recommending approval of Purchase Order #2427 for a Police Department Cruiser in the amount of \$39,314 to MHQ, Inc. of Marlborough, MA.

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve Purchase Order #2427 in the amount of \$39,314 to MHQ, Inc., for a new Police Department Cruiser. **Motion passed 2-0.**

New Business/Selectmen's Questions: None

Approval of Meeting Minutes:

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the meeting minutes of September 20, 2016. **Motion passed 2-0.**

Motion: A motion was made by J. Livingston and seconded by G. Luca to approve the meeting minutes of September 27, 2016. **Motion passed 2-0.**

Adjournment:

Motion: A motion was made by J. Livingston and seconded by G. Luca to adjourn at 7:41 PM. **Motion passed 2-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Date Minutes Approved by BOS: _____

Signature Indicating Approval: _____