


RECEIVED  
FEB 02 2023

TOWN OF AYER  
TOWN CLERK

3:15pm  


Town of Ayer  
Select Board  
1 Main Street  
Ayer, MA 01432



Tuesday February 7, 2023

**Open Session In-Person and Zoom Meeting Agenda**

*This meeting/hearing of the Ayer Select Board will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation via Zoom is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in a specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. This meeting will be live on Zoom and Channel 8. The public may access the proceedings by joining Zoom (Meeting ID# 897 9080 0793) or by calling (929-205-6099). For additional information about remote participation, please contact Carly Antonellis, Assistant Town Manager at atm@ayer.ma.us or 978-772-8220 ext. 100 prior to the meeting.*

6:00 PM\*

**Call to Order**

Pledge of Allegiance; Review and Approve Agenda; Announcements

**Public Input**

6:05 PM

**Joint Meeting of the Select Board and Finance Committee Regarding  
FY 2024 ASRSD Budget Presentation**

Dr. Adam Renda, Superintendent of Schools & Mr. William Plunkett, Finance Manager

6:35 PM

**Charles R. Shultz, Jr., Building Commissioner**

1. Enforcement of Trash Receptacles and Dumpster and Code Enforcement Update
2. Request to increase Building Inspector's hours to Fulltime in FY' 24 Budget

6:45 PM

**Daniel Van Schalkwyk, Director, Dept. of Public Works**

1. Street Acceptances (Pleasant St. Ext; Woodlawn Way; Hemlock Drive portion)
2. Change Order 1 - Spectacle Pond Transmission Main Replacement Project
3. Change Order 1 - Ayer Wastewater Treatment Plan FY '20 Improvement Project

6:55 PM

**Town Manager's Report**

1. Administrative Update/Review of Town Warrant(s)
2. FY '24 Budget Update/ FY '24 Energy Budget Update
3. Select Board Letter to MART Re: Shuttle Service for Devens Symposium
4. Select Board Authorization of Invitation for Devens Symposium
5. 2023 Seasonal Population Estimate for ABCC
6. Amendment 8 - Agreement for Veterans Services - MassDevelopment

7:05 PM

**New Business/Select Board Member Questions**

1. Update from February 6, 2023 Meeting with MassDevelopment (J. Livingston)

7:15 PM

**Approval of Meeting Minutes**

January 17, 2023

7:20 PM

**\*\*Executive Session Pursuant to MGL Chapter 30A, Section 21A,  
Exemption #3 (Litigation Strategy) National Opioid Lawsuit Consortium**

*\*Agenda Times are approximate and do not constitute exact times*

*\*\* The Select Board will adjourn at the conclusion of Executive Session*

*The next regularly scheduled meeting of the Select Board is Tuesday February 21, 2023 at 6:00 PM, both In Person and via Zoom*



# AYER SHIRLEY REGIONAL SCHOOL DISTRICT

## FY 2024 PROPOSED BUDGET PRESENTATION TO THE AYER BOS & FINCOM



**Tuesday, February 7, 2023**

Rev1. Wednesday, January 18, 2023

*Dr. Adam Renda, Superintendent*  
*William Plunkett, Director of Finance*



# Our District Vision

To create a dynamic, engaged learning community that provides equitable access and opportunity for all members, and empowers students to achieve at high levels by fostering intellectual rigor, creative expression, social-emotional well-being, and the agency to pursue meaningful paths and thrive as responsible citizens.



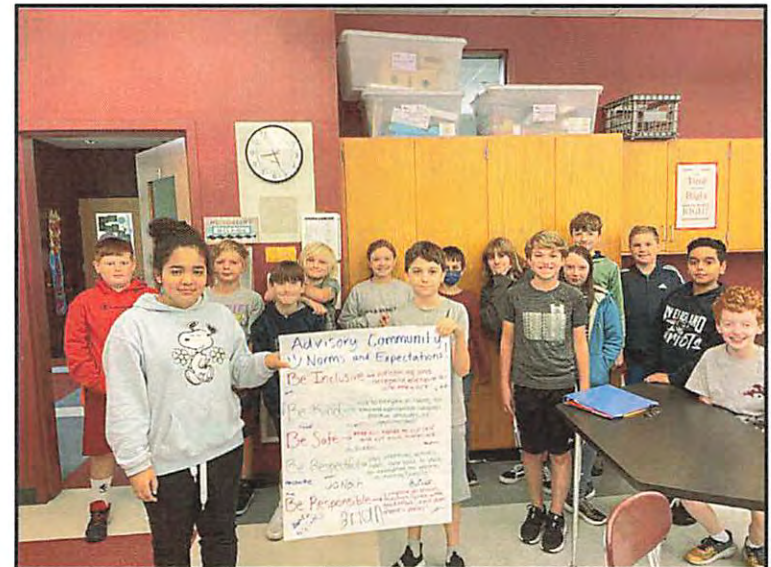
Mrs. Joyce Reischutz, Chairperson	Mr. James Quinty
Mrs. Michele Granger, Vice-Chairperson	Mr. Christopher Rupprecht
Ms. Erica Spann, Secretary	Mr. Kevin Bresnahan

**Superintendent of Schools: Dr. Adam Renda**



# Agenda

- FY24 Budget Presentation
- Assessments
- Questions





# FY24 Budget Timeline

November - December 2022	FY24 Budget Needs Assessment with all Departments
January 3 & 18, 2023	FY24 Budget Discussion with Regional School Committee
January 18, 2023	FY24 Preliminary Budget Presentation to Regional School Committee
TBD	Governor Required to File General Appropriations by Wednesday, January 18, 2023 *New Administration has until first week of March
February 6, 2023	Budget Presentation to Shirley Select Board and Finance Committee
February 7, 2023	Budget Presentation to Ayer Select Board and Finance Committee
February 15, 2023	FY24 Final Budget Presentation and Public Hearing at 6:30pm
March 7, 2023	Regional School Committee Certifies FY24 Budget
April 24, 2023	Ayer Annual Town Meeting
May 9, 2023	Shirley Annual Town Meeting



# District Student Enrollment

## FY18-FY23 (October 1 Report)

	FY18	FY19	FY20	FY21	FY22	FY23	Change FY22-FY23	Projected FY23
District Enrollment	1706	1712	1682	1603	1622	1636	+14	1684
Total ASRSD Student Population (includes OOD)	1738 (32)	1745 (33)	1716 (34)	1638 (35)	1655 (33)	1669 (33)	+17	1719 (32*)
Ayer Shirley Regional High School	409	389	374	357	368	394	+26	434
Ayer Shirley Regional Middle School	370	416	407	410	390	367	-23	377
Lura A White	400	377	343	331	324	343	-19	344
Page Hilltop	527	530	558	505	540	532	-8	529

**\*Projected calculations for 2023-2024:**

- 3 aging out (-3)
  - 2 moving to out of district placement 18-22 program (+2)
  - 1 no longer fiscally responsible for (-1)
  - 4 on track for graduation (not confirmed until June 2023) (-4)
  - 1 moving from in district to out of district placement (+1)
- Total movement: -5





# District Student Enrollment

FY18-FY23 (October 1 Report)

## Choice Out

Choice Out	FY18	FY19	FY20	FY21	FY22	FY23	Change FY22-FY23	Change FY18-FY23
District	124	112	99	110	121	121	+0	-3
Ayer	66	63	54	49	61	69	+8	+3
Shirley	56	63	58	50	49	52	+3	-4

## Choice In

Choice In	FY18	FY19	FY20	FY21	FY22	FY23	Change FY22-FY23	Change FY18-FY23
District	126	128	130	118	105	97	-8	-29



# District Student Enrollment

FY18-FY23 (October 1 Report)

## Charter

	FY18	FY19	FY20	FY21	FY22	FY23	Change FY22-FY23	Change FY18-FY23
Ayer	42	37	37	36	34	33	-1	-9
Shirley	29	29	30	26	25	31	+6	+2
District	71	66	67	62	59	64	+5	-7

## Nashoba Tech

	FY18	FY19	FY20	FY21	FY22	FY23	Change FY23-FY22	Change FY18-FY23
Ayer	47	49	54	57	61	70	+9	+23
Shirley	53	50	51	54	49	41	-8	-12
District	100	99	105	111	110	111	+1	+11





# Enrollment English Learners

\*As of October 1, 2023

English Language Enrollment						
	FY18	FY19	FY20	FY21	FY22	FY23
<b>State</b>	10.2%	10.5%	10.8%	10.5%	11.0%	12.1%
<b>District</b>	56 3.3%	64 3.7%	57 3.4%	58 3.6%	57 3.6%	71 4.3%
<b>High School</b>	8 2.0%	8 2.1%	7 1.9%	8 2.2%	9 2.4%	8 2.0%
<b>Middle School</b>	7 1.9%	14 3.4%	8 2.0%	9 2.2%	6 1.5%	9 2.5%
<b>Lura A White</b>	3 0.8%	8 2.1%	7 2.0%	8 2.4%	3 .93%	18 5.2%
<b>Page Hilltop</b>	38 7.2%	34 6.4%	35 6.3%	33 6.5%	39 7.2%	36 6.8%



# Enrollment Special Education


Student Enrollment	FY18	FY19	FY20	FY21	FY22	FY23 (Oct1st)
Total District Enrollment	1738	1745	1716	1638	1655	1669
ASRSD Special Education Students	292	301	325	317	306	290
Out of District Special Education Students	32	33	34	35	33	33*
Total Special Education Student Population	324	334	357	352	339	323
ASRSD Average	16.8%	17.2%	20.8%	21.5%	20.5%	19.4%
State Average	17.7%	18.1%	18.4%	18.7%	18.9%	19.4%
Percent of Special Education Students Out of District	9.9%	9.9%	9.5%	9.9%	9.7%	10.2%
Special Education Students In Out of District Placements from Total Enrollment	1.8%	1.9%	2.0%	2.1%	2.0%	2.0%

\* Total out of district students is 37 as of January 17, 2023. (3 are reported as school choice, 1 we are only fiscally responsible for). ASRSD claims 33 out placed students.





# Special Education Out of District Costs

	FY18	FY19	FY20	FY21	FY22	FY23 Projected	FY 24 Projected
Cost Range Placements Per Year	\$41,675 - \$251,780	\$33,300- \$283,694	\$33,900- \$288,806	\$34,917- \$297,470	\$36,663- \$312,344	\$38,496- \$327,961	\$41,191- \$350,918
Total Cost 	\$3,072,698 10% of total budget	\$2,844,769 9% of total budget	\$2,791,862 8.7% of total budget	\$2,850,692 8.8% of total budget	\$2,935,533 8.9% of total budget	\$3,001,412 8.9% of total budget	\$3,201,530 9.0% of total budget



# FY24 Budget Drivers & Projections

Gen. Fund Revenue	FY23	FY24	Change		
Chapter 70	8,400,431	8,450,171	49,740	0.6%	FY23 Final + \$30 per student)
Charter Reim.	100,000	90,000	(10,000)	-10.0%	FY22 Total Reimb. = \$100k
Transportation Reim.	450,000	500,000	50,000	11.1%	based on FY23 estimate @ 80%
Medicaid	120,000	175,000	55,000	45.8%	FY22 actual \$215k
Transfers from E&D	240,000	0	(240,000)	-100.0%	TBD
<b>Total General Fund Revenue</b>	<b>9,310,431</b>	<b>9,215,171</b>	<b>(95,260)</b>		
Budget Drivers	FY23	FY24	GF Impact		Detail
Health Ins. Employees	3,717,731	3,940,795	223,064	6.0%	6 % increase
Contract Salary Increases - All Staff	525,000	725,000	200,000	38.1%	Teachers 3% COLA & Step + 4 AFSCME Units up
Charter Tuition Out	920,000	970,000	50,000	5.4%	FY23 Preliminary
Out of District Priv. Day SpEd Tuitions	992,180	992,180	0	0.0%	OSD 14% increase (funded from Circuit Breaker)
Choice Out	660,000	710,000	50,000	7.6%	FY23 Preliminary
Regular Transportation	882,856	927,000	44,144	5.0%	FY23 Contract 16 % increase
SPED Transportation	935,000	960,000	25,000	2.7%	FY22 \$945,616 actual
Middlesex Retirement Assessment	514,000	545,398	31,398	6.1%	FY23 \$545,398 actual
Salary Lane changes	100,000	0	(100,000)	-100.0%	Rolled into Contract Salary increases
Health Offset	46,000	36,000	(10,000)	-21.7%	18 former APS teachers @\$2k each
OPEB Valuation	7,210	0	(7,210)	-100.0%	Required every 2 years
McKinney Vento Transportation	30,000	25,000	(5,000)	-16.7%	Rolled into Regular transportation
<b>Total of Selected General Fund Expenditures</b>	<b>9,329,977</b>	<b>9,806,373</b>	<b>471,396</b>	<b>5.1%</b>	
<b>Total Impact to General Fund Budget</b>			<b>566,656</b>		
Rev. Fund Revenue	FY23	FY24	Change		
School Choice	831,508	781,508	(50,000)		FY23 Preliminary
Circuit Breaker	679,880	975,109	295,229		FY23 reimbursement \$975,109
<b>Revolving Fund Revenue Sub-total:</b>	<b>1,511,388</b>	<b>1,756,617</b>	<b>245,229</b>		




# Revenue FY22 – FY24

Source	FY23 Budget	FY24 Proposed Budget	+/-
Chapter 70	\$8,400,431	\$8,450,171	\$49,740
Regional School Transportation	\$450,000	\$500,000	\$50,000
Charter Tuition Reimbursement	\$100,000	\$90,000	(\$10,000)
School Choice Receiving Tuition	\$831,508	\$781,508	(\$50,000)
Medicaid	\$120,000	\$175,000	\$55,000
<b>Total Estimated Receipts:</b>	<b>\$9,901,939</b>	<b>\$9,996,679</b>	<b>\$94,740</b>
<b>Estimated Charges:</b>			
School Choice Sending Tuition	\$660,000	\$710,000	\$50,000
Charter School Sending Tuition	\$920,000	\$970,000	\$50,000
<b>Total Estimated Charges:</b>	<b>\$1,580,000</b>	<b>\$1,680,000</b>	<b>(\$100,000)</b>
<b>Receipts Net of Charges:</b>	<b>\$8,321,939</b>	<b>\$8,316,679</b>	<b>(\$5,260)</b>



# History of Regional Budget

	FY20	FY21	FY22	FY23	FY24
General Fund	29,710,875	30,594,309	30,063,164	31,095,382	31,892,566
Grants/ Revolving	3,100,935	2,993,423	2,973,676	3,008,956	3,307,708
All Funds	32,811,810	33,587,732	33,036,841	34,104,339	35,200,274
Increase Over Prior Year	3.8%	2.4%	-1.64%	3.2%	3.3%
Excluded Debt	(1,378,379)	(1,379,679)	(1,379,579)	(1,382,729)	(1,694,382)
All Funds (Less Debt)	31,433,431	32,208,053	31,657,262	32,721,610	33,505,892
Increase Over Prior Year	4.0%	2.5%	-1.7%	3.4%	2.4%



# Assessment History FY18-FY24

	FY19	FY20	FY21	FY22	FY23	FY24 Proposed
<b>Assessment (Operating)</b>	18,025,219	18,702,142	19,302,222	19,732,894	20,402,222	<b>20,983,013</b>
<b>Increase</b>	570,091	676,923	600,081	430,672	669,328	<b>580,791</b>
%	3.3%	3.75%	3.2%	2.2%	3.4%	<b>2.8%</b>



# Foundation Enrollment

Found. Enrollment Detail	FY20	FY21	FY22	FY23	FY24	
Ayer Total						
Ayer Vocational*						
Ayer - ASRSD	980	962	929	959	961	
Shirley Total						
Shirley Vocational*						
Shirley - ASRSD	757	728	713	699	746	
Ayer + Shirley - ASRSD	1737	1690	1642	1658	1707	5 Yr. Avg. 1687
Summary	FY20	FY21	FY22	FY23	FY24	
Ayer - ASRSD	980	962	929	959	961	958
Shirley - ASRSD	757	728	713	699	746	729
Ayer - %	56.4%	56.9%	56.6%	57.8%	56.3%	56.81%
Shirley - %	43.6%	43.1%	43.4%	42.2%	43.7%	43.19%
	Oct. 1 2018	Oct. 1 2019	Oct. 1 2020	Oct. 1 2021	Oct. 1 2022	FY20 thru FY24





# Capital Debt Service

Capital - Facil. Debt	Total	Ayer	Shirley	Allocation Per Agreement
Principal & Interest - HS Reno.	1,393,094	882,808	510,286	Based on 50% Found. Enroll & 50% Resid. Enroll.
Shirley Stab. Fund - HS Reno.	-13,640		-13,640	Appropriation From Shirley Stablization Fund
<b>Total Principal &amp; Interest HS Reno.</b>	<b>1,379,454</b>	<b>882,808</b>	<b>496,646</b>	
Principal & Interest - HS Field Project	464,928	253,618	211,310	Based on 50% Found. Enroll & 50% Resid. Enroll.
Ayer CPA pymt. Year 1 of 2	-150,000	-150,000		Appropriation From Ayer CPA Fund
<b>Total Principal &amp; Interest HS Field Project</b>	<b>314,928</b>	<b>103,618</b>	<b>211,310</b>	
<b>FY24 Total</b>	<b>1,694,382</b>	<b>986,426</b>	<b>707,956</b>	
<b>FY23</b>	<b>1,382,729</b>	<b>889,150</b>	<b>493,579</b>	
<b>FY22</b>	<b>1,379,579</b>	<b>910,941</b>	<b>468,638</b>	
<b>FY21</b>	<b>1,379,679</b>	<b>933,512</b>	<b>446,166</b>	

			Total	Ayer	Shirley	
HS Debt	July, 2023	Prin./Int.	1,393,094	759,932	633,162	HS debt - 54.5% Ayer 45.5% Shirley
	Ayer	MS Debt	0	122,876	(122,876)	Ayer's 55.9% Share of MS Debt of \$219,814
	Shirley	Stab. Fund	(13,640)		(13,640)	Shirley's application of Stab. Fund against debt (to be BOS approved )
		MS & HS Debt Subtotal	<b>1,379,454</b>	<b>882,808</b>	<b>496,646</b>	

## FOUNDATION AND RESIDENT ENROLLMENT BLEND

## FOUNDATION AND RESIDENT ENROLLMENT BLEND

		FY24 Found./Resid. Enroll. Blend	Ayer	Shirley
HIGH SCHOOL	Foundation Enrollment		56.8%	43.2%
	Resident Enrollment		52.3%	47.7%
	<b>50% Blend</b>		<b>54.5%</b>	<b>45.5%</b>
		<b>FY24 Found./Resid. Enroll. Blend</b>	<b>Ayer</b>	<b>Shirley</b>
MIDDLE SCHOOL	Foundation Enrollment		56.8%	43.2%
	Resident Enrollment		54.9%	45.1%
	<b>50% Blend</b>		<b>55.9%</b>	<b>44.1%</b>







# Questions?





**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

**EXPENSES**

General Fund Net School Spending	Certified FY21 6/10/20	Certified FY22 3/17/21	Certified FY23 4/5/22	Preliminary FY24 12/5/22	
Central Office	1,017,075	786,740	373,375	1,095,848	
District Instruct. & Services	917,504	943,336	988,181	984,181	
Business	356,677	358,272	383,998	376,788	
Risk Management	4,601,443	4,749,271	4,954,289	5,208,751	
Technology	482,778	490,340	518,599	518,599	
Facilities	1,972,891	1,939,665	1,924,832	1,924,832	
Special Education	3,555,108	3,581,800	3,622,785	3,622,785	
Early Childhood	211,500	136,725	143,517	143,517	
Lura White	2,505,498	2,656,959	2,885,821	2,885,821	
Page Hilltop	2,977,647	3,082,721	3,284,168	3,284,168	
Middle School	2,615,676	2,694,636	2,887,042	2,800,319	
High School	3,723,776	3,807,304	4,026,334	3,760,575	
Other Districts	1,650,000	1,650,000	1,580,000	1,680,000	
Transfer to Legal	650,000				
Transfer to Capital Stabilization Fund	151,242		200,000		
Transfer to Debt Payment					
Transfer to SpEd Reserve Fund			40,000		
	<b>27,388,815</b>	<b>26,877,770</b>	<b>27,812,941</b>	<b>28,286,184</b>	
Non- Net School Spending	Certified FY21 6/10/20	Certified FY22 3/17/21	Certified FY23 4/5/22	Preliminary FY24 12/5/22	
Transportation	1,825,815	1,805,815	1,847,856	1,912,000	Transportation Assess. Formu
Capital - Debt (Excluded)	1,379,679	1,379,579	1,382,729	1,694,382	Debt Assessment Formula
Capital - Interest (Not Excluded)			51,856		Capital Assessment Formula
	<b>3,205,494</b>	<b>3,185,394</b>	<b>3,282,441</b>	<b>3,606,382</b>	
<b>Total</b>	<b>30,594,309</b>	<b>30,063,164</b>	<b>31,095,382</b>	<b>31,892,566</b>	

**REVENUE**

General Fund Revenue	FY21 6/10/20	FY22 3/17/21	FY23 4/5/22	FY24 12/5/22	REVENUE
Chapter 70	8,352,131	8,350,691	8,400,431	8,450,171	FY24 Estimate (FY23 + \$30 p
Charter Tuition Reimbursement	50,000	100,000	100,000	90,000	Projected FY23
Regional Transportation Reimbursement	400,000	400,000	450,000	500,000	Final FY22 (\$556k)
Medicaid	160,000	100,000	120,000	175,000	FY22 actual \$215k
Regional Transportation Reimbursement Fund	149,035				
E&D Transfer to General Fund	650,000				
E&D - Transfer to Debt Payment					
E&D - Transfer to Capital Stabilization Fund	151,242		200,000		
E&D - Transfer to SpEd Reserve Fund			40,000		
	<b>9,912,408</b>	<b>8,950,691</b>	<b>9,310,431</b>	<b>9,215,171</b>	

Assessment	FY21 6/10/20	FY22 3/17/21	FY23 4/5/22	FY24 12/5/22	Assessment
Operating	19,302,222	19,732,894	20,402,222	20,983,013	
Capital (Debt) Excluded	1,379,679	1,379,579	1,382,729	1,694,382	
<b>Total</b>	<b>20,681,901</b>	<b>21,112,473</b>	<b>21,784,951</b>	<b>22,677,395</b>	

Other Funds	FY21 6/10/20	FY22 3/17/21	FY23 4/5/22	FY24 12/5/22	
Revolving	1,780,714	1,760,967	1,796,247	2,041,476	(see detail page)
Grants	1,246,749	1,246,749	1,212,709	1,266,232	(see detail page)
<b>Subtotal</b>	<b>3,027,463</b>	<b>3,007,716</b>	<b>3,008,956</b>	<b>3,307,708</b>	
<b>All Funds - Total</b>	<b>33,621,772</b>	<b>33,070,881</b>	<b>34,104,339</b>	<b>35,200,274</b>	



**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

	Operating Assessment	Total	Ayer	Shirley	Formula Source and Shares
1	Required Local Contribution	14,721,861	9,068,084	5,653,777	FY23 Final - DESE + 4.5% Found. Budget increase
2	Net School Spending Above RLC	4,349,152	2,470,318	1,878,834	ASRSD - 56.8/43.2 % allocation
3	Transportation	1,912,000	1,086,016	825,984	ASRSD - 56.8/43.2 % allocation
4	Capital: Interest (Not Excluded)				N/A
5	Capital - All Other				ASRSD #5 Allocation Method
<b>Total</b>		<b>20,983,013</b>	<b>12,624,418</b>	<b>8,358,595</b>	
	FY23	20,402,222	12,244,196	8,158,026	
	increase	580,791	380,222	200,569	
		2.8%	3.1%	2.5%	

Excluded Debt					
4	Capital: Debt Service	1,694,382	986,426	707,956	Calculation on Capital Debt detail page 18
<b>Total</b>		<b>1,694,382</b>	<b>986,426</b>	<b>707,956</b>	Includes Shirley Stab. & Ayer CPA pymts.

Operating Assessment & Debt		22,677,395	13,610,844	9,066,551	
	FY23	21,784,951	13,133,346	8,651,605	
	increase	892,444	477,498	414,946	
		4.1%	3.6%	4.8%	

	Assessment Element	Basis & Calculation
1	Required Local Contribution	FY23 from DESE - Based on town income & property value
2	Net School Spending Above RLC	Foundation Enrollment Share - five year average
3	Transportation	Foundation Enrollment Share - five year average
4	Capital: Principal & Interest	50% Found. Enroll. Share and 50% Resid. Enroll. Share MS & HS (Roll. Avg.)
5	Capital - All Other	Five Yr. Avg. of 50% Found Enroll. Share and 50% Comb. Effort Yield (DESE)

**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

Function/Location CENTRAL OFFICE	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>SCHOOL COMMITTEE (1110)</b>					
Treas./Assist. Salary	11,646	11,996	12,603	12,603	Stip.
Salary - Contract increases	663,035	425,000	2,528	725,000	
Salary - Retirement	36,000	36,000	45,000	45,000	
Supplies	1,100	1,100	1,100	1,100	
Advertising & Other	4,400	4,400	4,400	4,400	
Dues, Registrations	7,100	7,100	7,100	7,100	
	<b>723,281</b>	<b>485,596</b>	<b>72,730</b>	<b>795,203</b>	
<b>SUPERINTENDENT (1210)</b>					
Supt. Salary	180,900	186,327	177,500	177,500	1.0
Salary - Annuity	0	0	2,500	2,500	
Admin. Assist. Salary	64,094	66,017	71,845	71,845	1.0
Postage	1,000	1,000	1,000	1,000	
Supplies	3,500	3,500	3,500	3,500	
Memberships & Dues	5,300	5,300	5,300	5,300	
Services - Software	5,000	5,000	5,000	5,000	
Advertising	3,500	3,500	3,500	3,500	
Registrations & Conferences	2,500	2,500	2,500	2,500	
Travel	3,000	3,000	3,000	3,000	
	<b>268,794</b>	<b>276,144</b>	<b>275,645</b>	<b>275,645</b>	
<b>LEGAL (1430)</b>					
Legal - Supt./Other	25,000	25,000	25,000	25,000	
	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	
	<b>1,017,075</b>	<b>786,740</b>	<b>373,375</b>	<b>1,095,848</b>	<b>2.0</b>



**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

Function/Location DISTRICT INSTRUCTION	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>CURRICULUM &amp; INSTR.(2110)</b>					
Salary - Asst. Superintendent	133,900	137,917	144,896	144,896	1.0
Salary - Student Services	51,500	53,045	55,729	55,729	0.5
Salary - Annuity	1,500	1,500	1,500	1,500	
	<b>186,900</b>	<b>192,462</b>	<b>202,125</b>	<b>202,125</b>	
<b>LEAD TEACHERS (2220)</b>					
Salary - Curriculum Leaders	48,447	48,447	49,900	49,900	
Salary - Coordinators	6,000	6,000	6,000	6,000	
	<b>54,447</b>	<b>54,447</b>	<b>55,900</b>	<b>55,900</b>	
<b>TEACHER SALARY (2305)</b>					
Health Insurance Offset	50,000	48,000	40,000	36,000	
Lane Changes	40,000	0	-	-	
	<b>90,000</b>	<b>48,000</b>	<b>40,000</b>	<b>36,000</b>	
<b>SPECIALIST TEACHER (2310)</b>					
Teacher Salary - EL	201,277	241,277	246,103	246,103	3.0
	<b>201,277</b>	<b>241,277</b>	<b>246,103</b>	<b>246,103</b>	
<b>SUBSTITUTES (2325)</b>					
Salary - Coordinator & Assist.	7,900	7,900	8,058	8,058	
Salary - Teachers - Long Term	37,000	37,000	37,000	37,000	
Salary - Other (Nurse Subs.)	8,000	8,000	8,000	8,000	
Service - Frontline (Sub software)	6,800	7,800	7,800	7,800	
	<b>59,700</b>	<b>60,700</b>	<b>60,858</b>	<b>60,858</b>	
<b>PROF. DEVEL (2357)</b>					
Salary - Subs. Teachers	2,000	2,000	2,000	2,000	
Supplies	6,000	6,000	6,000	6,000	
Services - Technology	0	0	0	0	
Services - Consultants	15,000	15,000	15,000	15,000	
Course Reimbursement	25,000	25,000	25,000	25,000	
Other (Travel/Conf.)	4,000	4,000	4,000	4,000	
	<b>52,000</b>	<b>52,000</b>	<b>52,000</b>	<b>52,000</b>	
<b>TEXTBOOKS (2410)</b>					
Textbooks	36,000	36,000	62,000	62,000	
	<b>36,000</b>	<b>36,000</b>	<b>62,000</b>	<b>62,000</b>	
<b>INSTRUCT. EQUIP. (2420)</b>					
Postage Machine Leases	5,100	5,100	5,100	5,100	
Copier Leases	57,536	57,536	57,536	57,536	
Copier Supplies	4,975	4,975	4,975	4,975	
	<b>67,611</b>	<b>67,611</b>	<b>67,611</b>	<b>67,611</b>	
<b>INSTR. SUPPLIES (2430)</b>					
Supplies - 504	2,000	2,000	2,000	2,000	
Supplies - EL	4,000	4,000	4,000	4,000	
Services - Interpreters, translation	1,800	2,800	2,800	2,800	
	<b>7,800</b>	<b>8,800</b>	<b>8,800</b>	<b>8,800</b>	
<b>OTHER INSTRUCT. (2440)</b>					
Services - Teachpoint	5,400	5,670	5,670	5,670	
District Travel	4,000	4,000	4,000	4,000	
	<b>9,400</b>	<b>9,670</b>	<b>9,670</b>	<b>9,670</b>	
<b>INSTRUCT. SOFTWARE (2455)</b>					
Software - Ren. Reading & Math	30,500	30,500	30,500	30,500	
Software - Newsela Soc. Studies	20,000	20,000	27,600	27,600	
Software - Library (Follett)	5,000	5,000	5,000	5,000	
Software - Lexia	7,200	7,200	7,200	7,200	
Software - Curriculum Mapping	5,200	5,200	5,200	5,200	
	<b>67,900</b>	<b>67,900</b>	<b>75,500</b>	<b>75,500</b>	
<b>SCHOOL COUNSELING (2710)</b>					
Director of Guidance	50,700	50,700	51,714	51,714	0.6
	<b>50,700</b>	<b>50,700</b>	<b>51,714</b>	<b>51,714</b>	
<b>HEALTH (3200)</b>					
School Physician	4,000	4,000	4,000	4,000	
Nurse Leader	25,000	45,000	45,900	45,900	0.5
Supplies	1,000	1,000	1,000	1,000	
Software - SNAP	3,769	3,769	5,000	5,000	
	<b>33,769</b>	<b>53,769</b>	<b>55,900</b>	<b>55,900</b>	
	<b>917,504</b>	<b>943,336</b>	<b>988,181</b>	<b>984,181</b>	<b>5.6</b>

**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location BUSINESS OFFICE	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>BUSINESS (1410)</b>					
Director - Salary	122,525	126,125	134,445	134,445	1.0
Salary - Coord./Assists.	168,202	173,197	178,393	178,393	3.0
Services - DESE Audit	3,000	3,000	5,000	5,000	
Services - Annual Audit	25,000	25,000	28,000	28,000	
Services - OPEB Valuation	7,000	0	7,210	-	
Services - Bank Fees	1,000	1,000	1,000	1,000	
Postage	2,000	2,000	2,000	2,000	
Supplies	3,950	3,950	3,950	3,950	
Services - Software Support	20,000	20,000	20,000	20,000	
Prof. Devel and Travel	4,000	4,000	4,000	4,000	
Interest - Bond Antic. Notes	0	0	-	-	
	<b>356,677</b>	<b>358,272</b>	<b>383,998</b>	<b>376,788</b>	<b>4.0</b>



**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location <b>RISK MANAGEMENT</b>	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24
<b>RETIREMENT/MEDICARE (5100)</b>				
Middlesex Retirement	467,540	490,917	514,000	545,398
Medicare Tax	212,906	202,906	202,906	202,906
	<b>680,446</b>	<b>693,823</b>	<b>716,906</b>	<b>748,304</b>
<b>EMPLOYEE INSURANCE (5200)</b>				
Health Ins. - Employees	3,412,719	3,540,696	3,717,731	3,940,795
Health Ins. - Retirees	198,092	203,044	203,044	203,044
Life Ins. - Employees	3,000	3,000	3,000	3,000
Life Ins. - Retirees	50	50	50	50
Workers Comp.	120,458	120,458	120,458	120,458
Unemp. Comp.	60,000	60,000	60,000	60,000
Unemp. Admin.	1,500	1,500	1,500	1,500
403(b) Admin.		0	2,200	2,200
COBRA Admin.	1,000	1,000	1,000	1,000
Flex. Spending Admin.	4,000	4,000	4,000	4,000
	<b>3,800,819</b>	<b>3,933,748</b>	<b>4,112,983</b>	<b>4,336,047</b>
<b>OTHER INSURANCE (5260)</b>				
Fidelity Bonds	1,000	1,000	1,000	1,000
Property	88,478	90,000	92,700	92,700
Equip./Umbrella	6,600	6,600	6,600	6,600
School Board Liability	4,800	4,800	4,800	4,800
General Liability	8,300	8,300	8,300	8,300
OPEB Funding	10,000	10,000	10,000	10,000
Deductible Reserve	1,000	1,000	1,000	1,000
	<b>120,178</b>	<b>121,700</b>	<b>124,400</b>	<b>124,400</b>
	<b>4,601,443</b>	<b>4,749,271</b>	<b>4,954,289</b>	<b>5,208,751</b>

**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24
<b>TECHNOLOGY</b>				
<b>TECHNOLOGY (1450)</b>				
Salary - Director	97,296	100,215	105,286	105,286
Salary - Coord./Other	154,757	159,400	182,588	182,588
Salary - Webmaster	5,150	5,150	5,150	5,150
Services - Internet/Firewall	33,335	33,335	33,335	33,335
Services - E mail Archive	0	0	0	0
Services - Software Subscriptions	8,200	8,200	8,200	8,200
Services - Master Library (Work orders)	4,000	4,000	4,000	4,000
Services - Repair	0	0	0	0
Services - Prof. Devel.	5,000	5,000	5,000	5,000
Equip. - Hardware Purchase / Replacement	80,000	80,000	80,000	80,000
Equip. - Network & WiFi	20,000	20,000	20,000	20,000
Equip. - Data Backup	2,000	2,000	2,000	2,000
Other Exp. - Travel	1,500	1,500	1,500	1,500
	<b>411,238</b>	<b>418,800</b>	<b>447,059</b>	<b>447,059</b>
<b>INSTRUCT. TECH. (2451)</b>				
Software	18,000	18,000	18,000	18,000
Supplies	23,000	23,000	23,000	23,000
	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>
<b>INSTRUCT. SOFTWARE (2455)</b>				
Software - Student Admin (Rediker)	30,540	30,540	30,540	30,540
	<b>30,540</b>	<b>30,540</b>	<b>30,540</b>	<b>30,540</b>
	<b>482,778</b>	<b>490,340</b>	<b>518,599</b>	<b>518,599</b>



**Ayer Shirley RSD FY24 Preliminary Budget**  
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Function/Location FACILITIES	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>CUSTODIAL (4110)</b>					
Facilities Coord.	86,149	88,734	93,224	93,224	1.0
Admin. Asst. - Salary	37,440	37,440	37,440	37,440	1.0
Cust. - LAW	124,800	124,800	128,544	128,544	3.0
Cust. - PH	178,107	178,107	178,107	178,107	4.0
Cust. - MS	104,000	104,000	107,120	107,120	3.0
Cust. - HS	167,200	167,200	172,216	172,216	4.5
Cust. - Maint./Tech.	25,769	25,940	26,718	26,718	0.5
Cust. - Shift Diff.	9,152	9,152	9,152	9,152	
Cust. - OT	10,000	10,000	10,000	10,000	
Cust. - Vac./Sick Cov.	41,456	41,456	41,456	41,456	
Cust. - Summer	13,440	13,440	13,440	13,440	
Cust. - Clothing Reim.	5,500	5,500	5,500	5,500	
Supp./Travel - District	10,000	10,000	10,000	10,000	
Supplies - LAW	7,500	7,500	7,500	7,500	
Supplies - PH	10,000	10,000	10,000	10,000	
Supplies - MS	7,500	7,500	7,500	7,500	
Supplies - HS	10,000	10,000	10,000	10,000	
	<b>848,013</b>	<b>850,769</b>	<b>867,917</b>	<b>867,917</b>	
<b>HEAT (4120)</b>					
Gas - PH	73,431	76,368	76,368	76,368	
Oil - LAW	77,046	80,127	80,127	80,127	
Gas - MS	72,000	62,000	55,000	55,000	
Gas - HS	84,000	74,000	64,000	64,000	
	<b>306,476</b>	<b>292,496</b>	<b>275,495</b>	<b>275,495</b>	
<b>UTILITIES (4130)</b>					
Telephone - Services	40,540	40,540	40,540	40,540	
Telephone - Supplies	9,000	9,000	9,000	9,000	
Septic - LAW	3,000	3,000	3,000	3,000	
Water/Sewer - LAW	6,400	6,400	6,400	6,400	
Water/Sewer - MS	10,000	10,000	10,000	10,000	
Water/Sewer - PH	9,000	9,000	9,000	9,000	
Water/Sewer - HS	13,000	13,000	13,000	13,000	
Electricity - PH	70,000	65,000	60,000	60,000	
Electricity - LAW	50,000	47,500	47,500	47,500	
Electricity - MS	86,108	86,108	86,108	86,108	
Electricity - HS	157,200	147,200	136,500	136,500	
Gas - PH	6,000	6,000	6,000	6,000	
Gas - LAW	4,000	4,000	4,000	4,000	
	<b>464,248</b>	<b>446,748</b>	<b>431,048</b>	<b>431,048</b>	
<b>GROUNDS (4210)</b>					
Salary - Grounds	23,958	23,958	24,677	24,677	0.5
Services	6,500	2,000	2,000	2,000	
Supplies	20,000	20,000	20,000	20,000	
	<b>50,458</b>	<b>45,958</b>	<b>46,677</b>	<b>46,677</b>	
<b>MAINTENANCE (4220)</b>					
Service Contracts - Dist.	26,986	26,986	26,986	26,986	
Service Contracts LAW	25,000	25,000	25,000	25,000	
Service Contracts MS	25,000	25,000	25,000	25,000	
Service Contracts PH	29,500	29,500	29,500	29,500	
Service Contracts HS	65,000	65,000	65,000	65,000	
Supplies District	10,750	10,750	10,750	10,750	
Supplies LAW	1,000	1,000	1,000	1,000	
Supplies PH	2,000	2,000	2,000	2,000	
Supplies MS	1,000	1,000	1,000	1,000	
Supplies HS	12,000	12,000	12,000	12,000	
Repairs - Plumbing	17,500	17,500	17,500	17,500	
Repairs - Electrical	10,000	10,000	10,000	10,000	
Repairs - Boilers/HVAC	20,000	20,000	20,000	20,000	
Repairs - Elev./Lifts	15,000	15,000	15,000	15,000	
Repairs - Fire Protect.	10,000	10,000	10,000	10,000	
Repairs - Trash	21,000	21,000	21,000	21,000	
Repairs - Other	11,959	11,959	11,959	11,959	
	<b>303,695</b>	<b>303,695</b>	<b>303,695</b>	<b>303,695</b>	
	<b>1,972,891</b>	<b>1,939,665</b>	<b>1,924,832</b>	<b>1,924,832</b>	<b>17.5</b>

**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location SPED	Ceritifed FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>LEGAL (1430)</b>					
Legal - SPED	20,000	20,000	20,000	20,000	
	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	
<b>SPED DIRECTOR (2110)</b>					
Director & Coord. - Salary	120,808	123,042	135,000	135,000	1.0
Secretary - Salary	78,517	80,842	83,267	83,267	2.0
Secretary - Sub. Salary	500	500	500	500	
Services Medicaid	6,000	6,000	6,000	6,000	
Services Misc.	2,783	2,783	2,783	2,783	
Software - eStar	9,000	9,000	9,000	9,000	
Supplies	6,000	6,000	6,000	6,000	
Postage	4,320	4,320	4,320	4,320	
Dues, Registrations	3,225	3,225	3,225	3,225	
Travel	4,000	4,000	4,000	4,000	
	<b>235,153</b>	<b>239,712</b>	<b>254,095</b>	<b>254,095</b>	
<b>SPED TEACHERS (2310)</b>					
Summer Salary	30,000	30,000	30,600	30,600	
	<b>30,000</b>	<b>30,000</b>	<b>30,600</b>	<b>30,600</b>	
<b>TEAM LEADER (2315)</b>					
Salary - Team Chairs	148,518	159,373	168,000	168,000	2.0
	<b>148,518</b>	<b>159,373</b>	<b>168,000</b>	<b>168,000</b>	
<b>MEDICAL/THERAPY(2320)</b>					
Teacher Salary	307,294	318,572	331,500	331,500	4.0
Spec. Salary	63,634	63,634	64,907	64,907	2.0
Services - ABA	20,000	20,000	20,000	20,000	
Services - Home/Hosp. Tutoring	10,000	10,000	10,000	10,000	
Services - FLLAC	85,000	85,000	85,000	85,000	
Services - Vision	55,000	55,000	55,000	55,000	
Services - Hear./Billing./Ind. Evals.	7,200	7,200	7,200	7,200	
Services - Vocational	10,000	10,000	10,000	10,000	
Supplies	11,033	11,033	11,033	11,033	
Equipment	7,025	7,025	7,025	7,025	
	<b>576,186</b>	<b>587,464</b>	<b>601,665</b>	<b>601,665</b>	
<b>PARA. (2330)</b>					
Salary - Summer	17,000	17,000	17,000	17,000	
	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	
<b>PROF. DEVEL. (2357)</b>					
Services	5,000	5,000	5,000	5,000	
	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>INSTR. SUPPLIES (2430)</b>					
Classroom Supplies - District	6,500	6,500	6,500	6,500	
	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	
<b>INSTRUCT. TECH. (2455)</b>					
Software - District	1,000	1,000	1,000	1,000	
Hardware - District	3,000	3,000	3,000	3,000	
	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	
<b>PSYCHOLOGICAL (2800)</b>					
Psych. Salary	158,719	158,719	161,893	161,893	2.0
Services Testing	14,000	14,000	14,000	14,000	
Services - Referral / Prevention	12,000	12,000	12,000	12,000	
Supplies	5,000	5,000	5,000	5,000	
Travel	1,500	1,500	1,500	1,500	
	<b>191,219</b>	<b>191,219</b>	<b>194,393</b>	<b>194,393</b>	
<b>TUITION - PUBLIC (9100)</b>					
Tuition Public School	35,000	35,000	35,000	35,000	
	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	
<b>TUITION - OUT OF STATE (9200)</b>					
Tuition Out-of-State	1,000	1,000	1,000	1,000	
	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	
<b>TUITION - PRIVATE (9300)</b>					
Tuition Private Day/Summer	932,716	992,180	992,180	992,180	
Tuition Private Residential	669,233	417,626	417,626	417,626	
	<b>1,601,949</b>	<b>1,409,806</b>	<b>1,409,806</b>	<b>1,409,806</b>	
<b>TUITION - COLLAB. (9400)</b>					
Collaborative Day/Summer	683,583	875,726	875,726	875,726	
	<b>683,583</b>	<b>875,726</b>	<b>875,726</b>	<b>875,726</b>	
	<b>3,555,108</b>	<b>3,581,800</b>	<b>3,622,785</b>	<b>3,622,785</b>	13.0



**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location EARLY LEARNING	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>PS/PK TEACHER (2310)</b>					
Salary PS/PK - Integ. (PH)	124,000	134,225	141,017	141,017	2.0
Salary PS/PK - Sep. (LAW)	85,000	0	0	0	
	<b>209,000</b>	<b>134,225</b>	<b>141,017</b>	<b>141,017</b>	
<b>PARA. (2330)</b>					
Salary PS/PK (PH)	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>INSTR. SUPPLIES (2430)</b>					
Classroom Supplies	2,500	2,500	2,500	2,500	
	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	
	<b>211,500</b>	<b>136,725</b>	<b>143,517</b>	<b>143,517</b>	<b>2.0</b>

**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

Function/Location	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>Lura A. White</b>					
<b>PRINCIPAL (2210)</b>					
Principal Salary	105,575	105,575	114,750	114,750	1.0
Assist. Prin. Salary	89,000	89,500	97,000	97,000	1.0
Admin. Assist. Salary	52,377	53,518	54,588	54,588	1.5
Admin. Assist. - Substitute	500	500	500	500	
Starbase Transportation	5,000	5,000	5,000	5,000	
Supplies	1,300	1,300	1,300	1,300	
Postage	1,350	1,350	1,350	1,350	
Other	1,250	1,250	1,250	1,250	
Travel	1,500	1,500	1,500	1,500	
	<b>257,852</b>	<b>259,493</b>	<b>277,238</b>	<b>277,238</b>	
<b>CURRICULUM LEADERS (2220)</b>					
Salary	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLASSROOM TEACHER (2305)</b>					
Teacher Salary - K to 5	1,070,278	1,140,122	1,273,924	1,273,924	18.0
Teacher Salary - Unified Arts	234,958	284,919	284,919	284,919	3.4
Tutor Salary	1,500	1,500	1,500	1,500	
	<b>1,306,737</b>	<b>1,426,541</b>	<b>1,560,343</b>	<b>1,560,343</b>	
<b>SPECIALIST TEACHER (2310)</b>					
Teacher Salary - Reading	0	0	37,882	37,882	1.0
Teacher Salary - SPED	379,380	390,761	410,534	410,534	6.0
	<b>379,380</b>	<b>390,761</b>	<b>448,416</b>	<b>448,416</b>	
<b>SPECIALIST TEACHER (2320)</b>					
Teacher Salary - Speech	140,149	144,353	156,228	156,228	2.0
	<b>140,149</b>	<b>144,353</b>	<b>156,228</b>	<b>156,228</b>	
<b>SUBSTITUTES (2325)</b>					
Salary - Reg. Ed. Teach. - LAW	13,000	13,000	13,000	13,000	
Salary - Sp. Ed. Teach. - LAW	4,000	4,000	4,000	4,000	
	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	<b>17,000</b>	
<b>PARA. (2330)</b>					
Para. Salary - K	68,953	68,953	60,000	60,000	3.0
Para. Salary - Lunch/Recess	12,274	12,274	12,642	12,642	0.4
Para. Salary - SPED	0	0	45,000	45,000	2.0
Salary - Reading	36,057	36,057	0	0	0.0
Subs. - LAW	10,000	10,000	10,000	10,000	
Para. Salary - Services	38,000	38,000	38,000	38,000	
	<b>165,284</b>	<b>165,284</b>	<b>165,642</b>	<b>165,642</b>	
<b>LIBRARY (2340)</b>					
Para. - Salary	24,317	25,416	25,924	25,924	1.0
Supplies	1,000	1,000	1,000	1,000	
	<b>25,317</b>	<b>26,416</b>	<b>26,924</b>	<b>26,924</b>	
<b>TEXTBOOKS (2410)</b>					
Textbooks	12,000	12,000	12,000	12,000	
	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	
<b>INSTRUCT. EQUIP (2420)</b>					
Furniture	5,000	5,000	5,000	5,000	
	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>INSTR. SUPPLIES (2430)</b>					
Gen. School Supplies	14,000	14,000	14,000	14,000	
Classroom Supplies	17,000	17,000	17,000	17,000	
Classroom Supplies - SPED	2,500	2,500	2,500	2,500	
Classroom Supplies - UA	4,000	4,000	4,000	4,000	
	<b>37,500</b>	<b>37,500</b>	<b>37,500</b>	<b>37,500</b>	
<b>INSTRUCT. SOFTWARE (2455)</b>					
Software	2,000	2,000	2,000	2,000	
	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	
<b>SCHOOL COUNSELING (2710)</b>					
Guidance Salary	84,249	95,559	100,395	100,395	1.0
Supplies	500	500	500	500	
	<b>84,749</b>	<b>96,059</b>	<b>100,895</b>	<b>100,895</b>	
<b>HEALTH (3200)</b>					
Nurse - Salary	67,396	69,418	71,501	71,501	1.0
Salary - Subs.	0	0	0	0	
Services	0	0	0	0	
Supplies	3,000	3,000	3,000	3,000	
	<b>70,396</b>	<b>72,418</b>	<b>74,501</b>	<b>74,501</b>	
<b>STUDENT ACTIVITIES (3520)</b>					
Stipends - Salary	1,634	1,634	1,634	1,634	
Supplies	500	500	500	500	
	<b>2,134</b>	<b>2,134</b>	<b>2,134</b>	<b>2,134</b>	
	<b>2,505,498</b>	<b>2,656,959</b>	<b>2,885,821</b>	<b>2,885,821</b>	<b>42.3</b>



**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location Page Hilltop	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTE's
<b>PRINCIPAL (2210)</b>					
Principal Salary	110,906	114,233	123,614	123,614	1.0
Assist. Prin. Salary	89,380	92,061	96,500	96,500	1.0
Admin. Assist. Salary	77,567	78,067	80,409	80,409	2.0
Admin. Assist. Sub. Salary	500	500	500	500	
Starbase Transportation	7,000	7,000	7,000	7,000	
Supplies	5,500	5,500	5,500	5,500	
Travel	1,500	1,500	1,500	1,500	
Dues, Registrations	1,000	1,000	1,000	1,000	
	<b>293,353</b>	<b>299,861</b>	<b>316,023</b>	<b>316,023</b>	
<b>CURRICULUM LEADERS</b>					
Salary	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLASSROOM TEACHER (2305)</b>					
Teacher Salary - K - 5	1,546,897	1,627,172	1,770,715	1,770,715	24.0
Teacher Salary - UA	57,835	60,727	63,800	63,800	1.0
Tutor Salary	6,500	6,500	6,500	6,500	
	<b>1,611,232</b>	<b>1,694,399</b>	<b>1,841,015</b>	<b>1,841,015</b>	
<b>SPECIALIST TEACHER (2310)</b>					
Teacher Salary - SPED	406,252	418,440	443,923	443,923	6.0
	<b>406,252</b>	<b>418,440</b>	<b>443,923</b>	<b>443,923</b>	
<b>SPEECH &amp; LANGUAGE (2320)</b>					
Teacher - Salary	134,386	134,386	134,386	134,386	1.0
Spec. - Salary	0	0	0	0	
	<b>134,386</b>	<b>134,386</b>	<b>134,386</b>	<b>134,386</b>	
<b>SUBSTITUTES (2325)</b>					
Salary - Reg. Ed. Teach. - PH	18,000	18,000	18,000	18,000	
Salary - Sp. Ed. Teach. - PH	6,000	6,000	6,000	6,000	
	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	
<b>PARA. (2330)</b>					
Salary - K	92,688	92,688	94,542	94,542	4.0
Salary - Reading	0	0	0	0	1.0
Salary - Lunch/recess	8,000	8,240	8,405	8,405	0.4
Salary - SPED	64,341	64,341	66,271	66,271	3
Subs. - PH	18,000	18,000	18,000	18,000	
Salary - Services	0	0	0	0	0.0
	<b>183,029</b>	<b>183,269</b>	<b>187,218</b>	<b>187,218</b>	
<b>LIBRARY (2340)</b>					
Salary - Para	23,318	23,318	23,744	23,744	1.0
Supplies	2,000	2,000	2,000	2,000	
	<b>25,318</b>	<b>25,318</b>	<b>25,744</b>	<b>25,744</b>	
<b>TEXTBOOKS (2410)</b>					
Textbooks/Materials	19,275	19,275	19,275	19,275	
	<b>19,275</b>	<b>19,275</b>	<b>19,275</b>	<b>19,275</b>	
<b>FURNITURE (2420)</b>					
Furniture	5,000	5,000	5,000	5,000	
	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	
<b>INSTR. SUPPLIES (2430)</b>					
Gen. School Supplies	25,000	25,000	25,000	25,000	
Classroom Supplies	16,500	16,500	16,500	16,500	
Classroom Supplies - SPED	1,500	1,500	1,500	1,500	
Classroom Supplies - UA	4,000	4,000	4,000	4,000	
	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>	
<b>INSTRUCT. SOFTWARE (2455)</b>					
Software	1,000	1,000	1,000	1,000	
	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	
<b>SCHOOL COUNSELING (2710)</b>					
Guidance Salary	121,650	121,650	125,300	125,300	2.0
Services	500	500	500	500	
Supplies	1,500	1,500	1,500	1,500	
	<b>123,650</b>	<b>123,650</b>	<b>127,300</b>	<b>127,300</b>	
<b>HEALTH (3200)</b>					
Nurse - Salary	99,018	101,989	107,150	107,150	1.5
Sal. - Subs.	0	0	0	0	
Supplies	3,000	3,000	3,000	3,000	
	<b>102,018</b>	<b>104,989</b>	<b>110,150</b>	<b>110,150</b>	
<b>STUDENT ACTIVITIES (3520)</b>					
Services	1,634	1,634	1,634	1,634	
Supplies	500	500	500	500	
	<b>2,134</b>	<b>2,134</b>	<b>2,134</b>	<b>2,134</b>	
	<b>2,977,647</b>	<b>3,082,721</b>	<b>3,284,168</b>	<b>3,284,168</b>	<b>48.9</b>

**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

Function/Location	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs	Detail
<b>Middle School</b>						
<b>PRINCIPAL (2210)</b>						
Principal Salary	105,926	109,104	109,650	109,650	1.0	
Assist. Principal Salary	93,937	96,755	96,755	96,755	1.0	
Admin. Assist. Salary	53,478	54,347	57,656	57,656	1.5	
Admin. Assist. Sub. Salary	500	500	500	500		
Postage	4,045	4,045	4,045	4,045		
Supplies	6,000	6,000	6,000	6,000		
Travel	1,500	1,500	1,500	1,500		
	<b>265,386</b>	<b>272,251</b>	<b>276,106</b>	<b>276,106</b>		
<b>CURRICULUM LEADERS</b>						
Salary	0	0	0	0		moved to District budget
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>CLASSROOM TEACHER (2305)</b>						
Teacher Salary	1,217,573	1,254,100	1,397,957	1,397,957	19.0	
Teacher Salary - UA	0	0	0	0		6.0 FTE School Choice
Tutor Salary	3,500	3,500	3,500	3,500		
	<b>1,221,073</b>	<b>1,257,600</b>	<b>1,401,457</b>	<b>1,401,457</b>		
<b>SPECIALIST TEACHER (2310)</b>						
Teacher Salary - SPED	428,426	449,847	472,609	472,609	7.0	1 Grant Funded
Teacher Salary - Reading	70,000	70,000	70,000	70,000		
	<b>498,426</b>	<b>519,847</b>	<b>542,609</b>	<b>542,609</b>		
<b>SUBSTITUTES (2325)</b>						
Salary - Reg. Ed. Teach. - MS	18,000	18,000	18,000	18,000		
Salary - Sp. Ed. Teach. - MS	5,000	5,000	5,000	5,000		
	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>	<b>23,000</b>		
<b>PARA. (2330)</b>						
Salary - Vision Specialist	0	0	0	0	0.0	1.0 moved to HS
Salary - Lunch/Recess	4,437	4,437	4,437	4,437	0.3	
Salary - SPED	250,905	260,941	268,769	268,769	12.0	2 FTE grant funded
Subs. - MS	10,000	10,000	10,000	10,000		
Salary - Services	19,000	19,000	19,000	19,000	1.0	Merrimack Intern
	<b>284,342</b>	<b>294,378</b>	<b>302,206</b>	<b>302,206</b>		
<b>LIBRARY (2340)</b>						
Salary - Specialist	27,314	27,314	27,860	27,860	1.0	
Books	2,000	2,000	2,000	2,000		
Technology	1,500	1,500	1,500	1,500		
Supplies	3,318	3,318	3,318	3,318		
	<b>34,132</b>	<b>34,132</b>	<b>34,678</b>	<b>34,678</b>		
<b>PROF. DEVEL (2357)</b>						
Services	1,000	1,000	1,000	1,000		
	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>		
<b>TEXTBOOKS (2410)</b>						
Textbooks/Materials	11,000	11,000	11,000	11,000		
	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>		
<b>INSTRUCT. EQUIP (2420)</b>						
Furniture	5,000	5,000	5,000	5,000		stand up desks
	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>		
<b>INSTRUCT. SUPPLIES (2430)</b>						
Supplies General	12,240	12,240	15,000	15,000		
Supplies Classroom	9,150	9,150	9,150	9,150		
Supplies SPED	1,500	1,500	1,500	1,500		
Supplies UA	8,317	8,317	8,317	8,317		
	<b>31,207</b>	<b>31,207</b>	<b>33,967</b>	<b>33,967</b>		
<b>INSTRUCT. SOFTWARE (2455)</b>						
Software	1,300	1,300	1,300	1,300		
	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>		
<b>SCHOOL COUNSELING (2710)</b>						
Guidance Salary	137,034	141,145	148,723	62,000	3.0	2.0 FTE Grant Funded
Other Salary	0	0	0	0		
Services - Naviance	1,000	1,000	1,000	1,000		
Supplies	3,700	3,700	3,105	3,105		
	<b>141,734</b>	<b>145,845</b>	<b>152,828</b>	<b>66,105</b>		
<b>HEALTH (3200)</b>						
Nurse Salary	57,822	57,822	61,637	61,637	1.0	
Supplies	3,000	3,000	3,000	3,000		
	<b>60,822</b>	<b>60,822</b>	<b>64,637</b>	<b>64,637</b>		
<b>ATHLETICS (3510)</b>						
Salary - Assist. Director	0	0	0	0		
Salary - Coaches	16,965	16,965	16,965	16,965		
Salary - Coordinator	1,200	1,200	1,200	1,200		Intramural Coordinator
Supplies	2,400	2,400	2,400	2,400		
	<b>20,565</b>	<b>20,565</b>	<b>20,565</b>	<b>20,565</b>		
<b>STUDENT ACTIVITIES (3520)</b>						
Stipends - Schedule C Salary	15,689	15,689	15,689	15,689		
Services	1,000	1,000	1,000	1,000		
	<b>16,689</b>	<b>16,689</b>	<b>16,689</b>	<b>16,689</b>		
<b>GRAND TOTAL</b>	<b>2,615,676</b>	<b>2,694,636</b>	<b>2,887,042</b>	<b>2,800,319</b>	<b>47.8</b>	



**Ayer Shirley RSD FY24 Preliminary Budget  
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Function/Location High School	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24	FTEs
<b>PRINCIPAL (2210)</b>					
Principal Salary	125,351	129,112	135,645	135,645	1.0
Assist. Principal Salary	108,150	111,395	117,031	117,031	1.0
Admin. Asst. Salary	82,481	84,330	86,017	86,017	2.0
Services	1,000	1,000	1,000	1,000	
Expenses	12,000	12,000	12,000	12,000	
Dues, Registrations	18,450	18,450	18,450	18,450	
Graduation	11,200	11,200	11,200	11,200	
	<b>358,632</b>	<b>367,487</b>	<b>381,343</b>	<b>381,343</b>	
<b>CURRICULUM LEADERS</b>					
Salary	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>CLASSROOM TEACHER (2305)</b>					
Teacher Salary	1,233,452	1,295,125	1,457,157	1,457,157	19.5
Teacher Salary - UA	592,917	592,917	592,917	592,917	9.0
Tutor Salary	7,210	7,210	7,210	7,210	
	<b>1,833,579</b>	<b>1,895,252</b>	<b>2,057,284</b>	<b>2,057,284</b>	
<b>SPECIALIST TEACHER (2310)</b>					
Teacher Salary - SPED	428,480	428,480	454,574	454,574	6.0
	<b>428,480</b>	<b>428,480</b>	<b>454,574</b>	<b>454,574</b>	
<b>SUBSTITUTES (2325)</b>					
Salary - Reg. Ed. Teach. - HS	18,000	18,000	18,000	18,000	
Salary - Sp. Ed. Teach. - HS	3,000	3,000	3,000	3,000	
	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	<b>21,000</b>	
<b>PARA. (2330)</b>					
Para. Salary - SPED	190,446	204,729	204,729	132,000	6.0 FTE, 3.0 grant funded
Salary - Vision Specialist	24,580	25,517	26,027	0	0.0
Detention Monitor	5,000	5,000	5,000	5,000	
Subs. - HS	2,000	2,000	2,000	2,000	
	<b>222,066</b>	<b>237,246</b>	<b>237,756</b>	<b>139,000</b>	
<b>LIBRARY (2340)</b>					
Librarian Salary	86,776	95,559	100,395	0	1.0
Services	2,000	2,000	2,000	2,000	
Supplies	5,000	5,000	5,000	5,000	
	<b>93,776</b>	<b>102,559</b>	<b>107,395</b>	<b>7,000</b>	
<b>TEXTBOOKS (2410)</b>					
Math	5,000	1,000	1,000	1,000	
Humanities/English	5,550	2,800	3,500	3,500	
Social Studies	2,250	3,386	3,386	3,386	
Science	7,000	6,000	6,000	6,000	
Computer Ed.	1,600	1,600	0	0	
STEM	2,500	4,000	4,000	4,000	
World Language	4,000	4,000	4,000	4,000	
	<b>27,900</b>	<b>22,786</b>	<b>21,886</b>	<b>21,886</b>	
<b>INSTRUCT. EQUIP (2420)</b>					
Furniture	2,500	2,500	2,500	2,500	
	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	
<b>INSTR. SUPPLIES (2430)</b>					
Math	4,000	2,000	3,000	3,000	
English	800	500	800	800	
STEM	6,000	4,500	4,500	4,500	
Science	7,000	7,000	7,000	7,000	
History / Social Studies	1,500	2,125	2,125	2,125	
Visual Arts	12,500	12,500	12,500	12,500	
Computer Science	2,600	2,600	4,200	4,200	
Band / Choir	7,000	7,000	9,000	9,000	
PE / Wellness	5,000	3,000	7,000	7,000	
Panther Block	4,500	4,500	2,500	2,500	
Advisory Block	2,000	2,000	1,000	1,000	
Classroom - SPED	1,500	1,500	1,500	1,500	
	<b>54,400</b>	<b>49,225</b>	<b>55,125</b>	<b>55,125</b>	
<b>INSTRCT. SERVICES (2440)</b>					
Services - MWCC	32,000	32,000	32,000	32,000	
Services - MASS Insight	5,000	5,000	5,000	5,000	
	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	<b>37,000</b>	
<b>INSTRCT. SOFTWARE (2455)</b>					
Math	1,190	3,190	3,190	3,190	
ELA		3,000	3,000	3,000	
Edgenuity - VHS	15,000	15,000	15,000	15,000	
	<b>16,190</b>	<b>21,190</b>	<b>21,190</b>	<b>21,190</b>	
<b>SCHOOL COUNSELING (2710)</b>					
Guidance Salary	177,077	160,077	147,578	117,414	2.0 \$30,164 grant funded
Secretary Salary	45,000	46,350	47,741	47,741	1.0
Services - Naviance	4,000	4,000	4,000	4,000	
Supplies	2,510	2,510	3,105	3,105	
Travel	150	150	150	150	
Dues	25	25	25	25	
	<b>228,762</b>	<b>213,112</b>	<b>202,599</b>	<b>172,435</b>	
<b>HEALTH (3200)</b>					
Nurse - Salary	66,608	73,520	84,444	50,000	1.0 \$35,000 Grant Funded
Supplies	3,000	3,000	3,000	3,000	
	<b>69,608</b>	<b>76,520</b>	<b>87,444</b>	<b>53,000</b>	
<b>HS ATHLETICS (3510)</b>					
Salary - Athletic Director	90,125	92,829	97,526	97,526	1.0
Salary - Coaches - Prof. Staff	73,482	73,482	73,482	73,482	
Salary - Coaches (contracted)	30,307	30,307	30,307	30,307	
Salary - Trainer	25,450	25,750	26,523	26,523	0.5
Supplies - Trainer	5,000	5,000	5,000	5,000	
Services - Officials	15,000	15,000	15,000	15,000	
Transportation	10,700	10,700	10,700	10,700	
Supplies	17,100	17,100	17,100	17,100	
Insurance	4,500	4,500	4,500	4,500	
Other Expense	26,900	26,900	26,900	26,900	
	<b>298,564</b>	<b>301,568</b>	<b>307,038</b>	<b>307,038</b>	
<b>STUDENT ACTIVITIES (3520)</b>					
Stipends - Clubs, Extra-curricular	27,379	27,379	28,200	28,200	
EMT Course	2,000	2,000	2,000	0	
Services	1,500	1,500	1,500	1,500	
Supplies	500	500	500	500	
	<b>31,379</b>	<b>31,379</b>	<b>32,200</b>	<b>30,200</b>	
	<b>3,723,776</b>	<b>3,807,304</b>	<b>4,026,334</b>	<b>3,760,575</b>	<b>42.0</b>

**Ayer Shirley RSD FY24 Preliminary Budget**  
**2-7-2023**

Function/Location TUITION OUT	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24
<b>OTHER DISTRICTS (9100)</b>				
Tuition - Choice	700,000	700,000	660,000	710,000
Tuition - Charter	950,000	950,000	920,000	970,000
	<b>1,650,000</b>	<b>1,650,000</b>	<b>1,580,000</b>	<b>1,680,000</b>



**Ayer Shirley RSD FY24 Preliminary Budget**  
**2-7-2023**

Function 3300 Transportation	Certified FY21 6/10/20	Certified FY22	Certified FY23	Preliminary FY24
Reg. Trans. In District	840,815	840,815	882,856	927,000
Out of District (Homeless)	50,000	30,000	30,000	25,000
SPED Transportation	935,000	935,000	935,000	960,000
	<b>1,825,815</b>	<b>1,805,815</b>	<b>1,847,856</b>	<b>1,912,000</b>

**Ayer Shirley RSD FY24 Preliminary Budget**  
**2-7-2023**

Source/Function REVOLVING FUNDS	Certified FY21 3/18/20	Certified FY22	Certified FY23 4/5/22	Preliminary FY24	FTEs
<b>CIRC. BREAKER</b>					
Collab. Tuition (9300)	650,000	650,000	679,880	975,109	
	<b>650,000</b>	<b>650,000</b>	<b>679,880</b>	<b>975,109</b>	
<b>SCHOOL CHOICE</b>					
LAW Teacher Salary (2305)	134,212	0	0	0	
PH Teacher Salary (2305)	199,408	242,044	242,044	242,044	4.0
MS Teacher Salary (2305)	393,956	510,164	510,164	510,164	6.0
Director of Guidance	29,300	29,300	29,300	29,300	0.4
Director of Early Education	50,000	50,000	50,000	0	0.5
	<b>806,876</b>	<b>831,508</b>	<b>831,508</b>	<b>781,508</b>	
<b>ACP/EXT. DAY</b>					
PH/LAW Heat (4120)	17,000	17,000	17,000	17,000	
PH/LAW Electric (4130)	28,000	28,000	28,000	28,000	
Retirement (5100)	15,720	15,720	15,720	15,720	
Health Insurance - ACP	54,168				
	<b>114,888</b>	<b>60,720</b>	<b>60,720</b>	<b>60,720</b>	
<b>EARLY LEARN. CTR.</b>					
Teacher Salary (2305)	73,450	83,239	83,239	83,239	1.0
Spec. PS/PK Salary (2330)	25,500	25,500	25,500	25,500	1.5
	<b>98,950</b>	<b>108,739</b>	<b>108,739</b>	<b>108,739</b>	
<b>RENT</b>					
Heat PH (4120)	42,000	42,000	42,000	42,000	
Heat LAW (4120)	8,000	8,000	8,000	8,000	
	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	
<b>MS ATHLETICS</b>					
Salary & Services (3510)	10,000	10,000	10,000	10,000	
	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	
<b>HS ATHLETICS</b>					
Services (3510)	20,000	20,000	20,000	20,000	
Supplies (3510)	10,000	10,000	15,400	15,400	
Travel (3510)	20,000	20,000	20,000	20,000	
	<b>50,000</b>	<b>50,000</b>	<b>55,400</b>	<b>55,400</b>	
<b>RETIREMENT BENEFITS</b>					
OPEB Contribution (5200)	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total</b>	<b>1,780,714</b>	<b>1,760,967</b>	<b>1,796,247</b>	<b>2,041,476</b>	<b>13.4</b>
<b>TRANSFERS TO RESERVED FUNDS - NON BL</b>					
<b>CAPITAL STABILIZATION FUND</b>					
Maintenance of Bldgs. (4220)	151,242	0	200,000		
	<b>151,242</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	
<b>SPECIAL ED. RESERVE FUND</b>					
Tuition - Private (9300)	0	0	40,000		
	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	
<b>CAPITAL DEBT PAYMENT</b>					
HS Project - BAN	0	0	0	0	
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Total Reserved Fund Transfers</b>	<b>151,242</b>	<b>-</b>	<b>240,000</b>	<b>-</b>	<b>0.0</b>



**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

Capital - Facil. Debt	Total	Ayer	Shirley	Allocation Per Agreement
Principal & Interest - HS Reno.	1,393,094	882,808	510,286	Based on 50% Found. Enroll & 50% Resid. Enroll. Appropriation From Shirley Stabilization Fund
Shirley Stab. Fund - HS Reno.	-13,640		-13,640	
<b>Total Principal &amp; Interest HS Reno.</b>	<b>1,379,454</b>	<b>882,808</b>	<b>496,646</b>	
Principal & Interest - HS Field Project	464,928	253,618	211,310	Based on 50% Found. Enroll & 50% Resid. Enroll. Appropriation From Ayer CPA Fund
Ayer CPA pymt. Year 1 of 2	-150,000	-150,000		
<b>Total Principal &amp; Interest HS Field Project</b>	<b>314,928</b>	<b>103,618</b>	<b>211,310</b>	
<b>FY24 Total</b>	<b>1,694,382</b>	<b>986,426</b>	<b>707,956</b>	
<b>FY23</b>	<b>1,382,729</b>	<b>889,150</b>	<b>493,579</b>	
<b>FY22</b>	<b>1,379,579</b>	<b>910,941</b>	<b>468,638</b>	
<b>FY21</b>	<b>1,379,679</b>	<b>933,512</b>	<b>446,166</b>	

		Total	Ayer	Shirley		
HS Debt	July, 2023	Prin./Int.	1,393,094	759,932	633,162	HS debt - 54.5% Ayer 45.5% Shirley
	Ayer	MS Debt	0	122,876	(122,876)	Ayer's 55.9% Share of MS Debt of \$219,814
	Shirley	Stab. Fund	(13,640)		(13,640)	Shirley's application of Stab. Fund against debt (to be BOS approved)
<b>MS &amp; HS Debt Subtotal</b>			<b>1,379,454</b>	<b>882,808</b>	<b>496,646</b>	

**FOUNDATION AND RESIDENT ENROLLMENT BLEND**

		FY24 Found./Resid. Enroll. Blend	Ayer	Shirley
HIGH SCHOOL	Foundation Enrollment		56.8%	43.2%
	Resident Enrollment		52.3%	47.7%
	<b>50% Blend</b>		<b>54.5%</b>	<b>45.5%</b>
		<b>FY24 Found./Resid. Enroll. Blend</b>	<b>Ayer</b>	<b>Shirley</b>
MIDDLE SCHOOL	Foundation Enrollment		56.8%	43.2%
	Resident Enrollment		54.9%	45.1%
	<b>50% Blend</b>		<b>55.9%</b>	<b>44.1%</b>

**FOUNDATION AND RESIDENT ENROLLMENT DATA**

REGION	Found. Enrc	10/01/18	10/01/19	10/01/20	10/01/21	10/01/22	Share
ALL SCH.	Ayer	980	962	929	959	961	56.8%
	Shirley	757	728	713	699	746	43.2%
	<b>ASRSD</b>	<b>1737</b>	<b>1690</b>	<b>1642</b>	<b>1658</b>	<b>1707</b>	<b>100.0%</b>
	Ayer	56.4%	56.9%	56.6%	57.8%	56.3%	
	Shirley	43.6%	43.1%	43.4%	42.2%	43.7%	
	<hr/>						
HIGH SCHOOL	Resid. Enrol	FY19	FY20	FY21	FY22	FY23	Share
	Ayer	196	179	173	190	208	52.3%
	Shirley	166	161	162	208	166	47.7%
	<b>ASRSD</b>	<b>362</b>	<b>340</b>	<b>335</b>	<b>398</b>	<b>374</b>	<b>100.0%</b>
	Ayer	54.1%	52.6%	51.6%	47.7%	55.6%	
	Shirley	45.9%	47.4%	48.4%	52.3%	44.4%	
<hr/>							
MIDDLE SCHOOL	Resid. Enrol	FY19	FY20	FY21	FY22	FY23	Share
	Ayer	207	219	216	155	181	54.9%
	Shirley	185	160	151	152	155	45.1%
	<b>ASRSD</b>	<b>392</b>	<b>379</b>	<b>367</b>	<b>307</b>	<b>336</b>	<b>100.0%</b>
	Ayer	52.8%	57.8%	58.9%	50.5%	53.9%	
	Shirley	47.2%	42.2%	41.1%	49.5%	46.1%	

**Ayer Shirley RSD FY24 Preliminary Budget  
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#	FEDERAL GRANTS	Preliminary FY24	FTEs	Certified FY23	Certified FY22	Certified FY21
140	Teacher Quality	37,850		37,850	82,065	82,065
180	Title III English Lang. Acq.	0	0.0	0	27,856	27,856
240	Spec. Educ.	511,873	16.0	511,873	477,832	477,832
262	Early Childhood	25,275	0.8	25,275	24,201	24,201
305	Title One	404,375	3.6	404,375	494,855	494,855
309	Title IV	34,040		34,040	34,040	34,040
377	ESSER3	100,000	1.0			
		<b>1,113,413</b>	<b>21.4</b>	<b>1,013,413</b>	<b>1,140,849</b>	<b>1,140,849</b>

#	STATE GRANTS	Preliminary FY24	FTEs	Certified FY23	Certified FY22	Certified FY21
237	MA Family Network	152,819	2.2	152,819	105,900	105,900
		<b>152,819</b>	<b>2.2</b>	<b>152,819</b>	<b>105,900</b>	<b>105,900</b>

Total		<b>1,266,232</b>	<b>23.6</b>	<b>1,166,232</b>	<b>1,246,749</b>	<b>1,246,749</b>
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**Ayer Shirley RSD FY24 Preliminary Budget  
2-7-2023**

Found. Enrollment Detail	FY20	FY21	FY22	FY23	FY24	
Ayer Total						
Ayer Vocational*						
Ayer - ASRSD	980	962	929	959	961	
Shirley Total						
Shirley Vocational*						
Shirley - ASRSD	757	728	713	699	746	
Ayer + Shirley - ASRSD	1737	1690	1642	1658	1707	5 Yr. Avg. 1687
<b>Summary</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>	
Ayer - ASRSD	980	962	929	959	961	958 56.81%
Shirley - ASRSD	757	728	713	699	746	729 43.19%
Ayer - %	56.4%	56.9%	56.6%	57.8%	56.3%	56.81%
Shirley - %	43.6%	43.1%	43.4%	42.2%	43.7%	43.19%

Oct. 1 2018	Oct. 1 2019	Oct. 1 2020	Oct. 1 2021	Oct. 1 2022	FY20 thru FY24
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## Building Department

Supporting documentation for an additional 20 hours.

In 2018 I conducted a (2009 to 2018) review of the Building Department stats.

Average permits #265 High of 353 Low of 186

Average fee's \$152,000 High of \$227,000 Low of \$111,000

2019 to 2022 Stats.

Average permits #389 High of 503 Low of 305

Average fee's \$310,000 High of 423,000 Low of 204,000

The Departments budget is currently \$147,292. This includes the wages for the 20 hour position the Town approved at the last Town meeting.

I also reviewed the estimated number of hours needed to staff the department, based on the Building administration book 4 Edition.

Hours per year	2,080
Paid time off (sick, holiday, personal, etc.)	- 450 = 1,630
Permit inspection ONLY	- 709 = 921
20% reinspection	- 140 = 781
Travel 3,000 miles @ 30 mph	-100 = 681
Office hours	-1012 = (-331)

Not included, any 110 inspections (attached) any required meetings, any prep time, any multifamily safety inspections (attached) or any ZONING.



Ongoing this year we have, Residential.

Panther Place	22 new units
Shaker rd.	14 new units under construction
Commercial	
97 Fitchburg rd.	propane tank project
Platt, Central Ave.	Mezzanine and remodel
Auto Parts Fitchburg rd.	New

Larger projects in the permitting stage.

40 B project	110 units
201 West Main	Commercial space + 100+- units
Nasoya	50,000 sq' addition
Catania oil	Mezzanine and Tank farm

Anticipated revenue for larger upcoming projects in 2023

40 B 217,000

Nasoya 300,000

201 West Main 300,000

This is what I have used as a basis for increasing the assistants' hours.

To summarize, I would not have asked for the increased hours if it were not needed, as the numbers and hourly calculations show, there are not enough hours for 1 person to complete all the state mandated requirements for the Department.

Thank You.

**110.3.10.1 Flood hazard documentation.** If located in a flood hazard area, documentation of the elevation of the lowest floor as required in section 1612.5 shall be submitted to the building official prior to the final inspection.

**110.4 Inspection Agencies.** The building official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability.

**110.5 Inspection Requests.** It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by 780 CMR. The building official may require the permit holder or his or her representative to attend these inspections.

**110.6 Approval Required.** Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with 780 CMR. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official.

**110.7 Periodic Inspections.** The building official shall inspect periodically existing buildings and structures and parts thereof in accordance with Table 110 entitled Schedule for Periodic Inspections of Existing Buildings. Such buildings shall not be occupied or continue to be occupied without a valid certificate of inspection. Periodic inspections required by this section do not apply to residences operated or licensed by the Massachusetts Department of Developmental Services and subject to 780 CMR 51.00: *Massachusetts Residential Code*.

**Table 110: Schedule for Periodic Inspection of Existing Buildings**  
 (See Chapters 3: Use and Occupancy Classification and 4: Special Detailed Requirements Based on Use and Occupancy for complete descriptions of use groups.)

Use Group	Use Group	Use Group Description	Minimum Inspections	Maximum Certification Period
A-1	Movie theaters or theaters for performing acts (stage and scenery)	> 400 occupant load	Semi-annual	One year
		≤ 400 occupant load	Semi-annual	One year
A-2	Restaurants, Night Clubs or similar uses	> 400 occupant load <sup>1</sup>	Semi-annual <sup>1</sup>	One year
		≤ 400 occupant load <sup>1</sup>	Annual <sup>1</sup>	One year
A-3	Lecture halls, dance halls, churches	> 400 occupant	Semi-annual	One year



	and places of religious worship, recreational centers, terminals, etc.	load ≤ 400 occupant load	Annual	One year
A-4	Low density recreation and similar uses.		see note 3.	Five years
A	Special amusement buildings or portions thereof.		see note 3.	One year
E	Educational, day care		see note 3.	One year
I-1	Group home		see note 3.	One year
I-2	Residents incapable of self-preservation: hospitals, nursing home, mental hospitals, certain day care facilities.		see note 3.	Two years <sup>2</sup>
I-3	Residents restrained: prisons, jails, detention centers, etc.		see note 3.	Two years
I-4	Adult and/or child day care facilities.		see note 3.	One year
R-1	Hotels, motels, boarding houses, etc.		see note 3.	One year
R-1	Detoxification facilities		see note 3.	Two years
R-2	Multi-family		see note 3.	Five years
R-2	Dormitories and R-2 Congregate Living		see note 3	One year
R-2	Summer Camps for children.		Annual	One year
R-3	Residential facilities licensed by DDS or DMH		Annual	One year
R-4	Residential care/assisted living facilities (≤ 16 persons)		Annual	One year
Any	Facilities licensed by the Alcohol Beverage Control Commission where alcoholic beverages are served and consumed.		Annual <sup>4</sup> as per M.G.L. c. 10, § 74	One year as per M.G.L. c. 10, § 74
Any	House museums (as recognized by Massachusetts Historical Commission)		Annual	One year
Any	Fire escapes, etc. per 780 CMR 10.00: <i>Means of Egress</i>		Five years	Five years

NOTES:

1. When appropriate for A-2 uses, the inspection for the Certificate of Inspection should include and be timed to satisfy the requirements of M.G.L. c. 10, § 74.
2. One year for facilities licensed or operated by the Department of Mental Health ("DMH").
3. Prior to issuance of new certificate.
4. Certificates of inspection for establishments intending to sell alcoholic beverages to be consumed on the premises shall be governed by M.G.L. c. 10, § 74 and the inspection schedule in section 110.7. The building official may issue a temporary inspection certificate, once co-signed by the building official and by the head of the fire department, effective to a date certain for the establishment.
5. It is the responsibility of building owner to meet the inspection requirements in this table for continued use and occupancy. The maximum certification period specified in the table is intended to provide administrative flexibility. For uses allowing more than one year maximum certification period, the permit may determine the certificate validity term. For example, an R-2 building could be certified for one, two, three, four or five years.

**SECTION 111 CERTIFICATE OF OCCUPANCY**

16 West St	1 Mill Street LLC	3 family
10 West St	1 Mill Street LLC	4-8 Units
16 Groton St	Victor Volpe	4-8 Units
5 Pearl St	Robert Proctor	4-8 Units
21 Groton St	Groton Street Realty LLC	4-8 Units
38 Pleasant St	Alpine Investments	4-8 Units
18 Pleasant St	Robert Colman	3 family
12 Pleasant St	Rutters Brook LLC	More than 8
10 Cambridge St	Mala Lama	4-8 Units
11 Pleasant St	Ahmic Corp	4-8 Units
14 Washington St	Cowfield Station LLC	4-8 Units
39 Washington St	Richard Waterhouse	4-8 Units
37 Washington St	37 Washington LLC	4-8 Units
8 Williams St	Charles Decoste	4-8 Units
29 Washington St	Anne Lee Ellis	4-8 Units
9 Williams St	Daniel Monsen	3 family
32 Columiba St	3G Realty Group LLC	4-8 Units
23 Washington St	Pasquale Russo	4-8 Units
24 Columiba St	Ali Beyranevand	4-8 Units
9 Washington St	9 Washington St LLC	More than 8
1 Nashua St	Timothy Beauchemin	3 family
8 Holmes	3G Realty LLC	3 family
18 Williams St	Black Lantern LLC	4-8 Units
15 Columbia St	Daniel Locke	4-8 Units
11 Columbia	Black Lantern Real Estate Tr	4-8 Units
10 East Main	Grapevine LLC	4-8 Units
14 Forest St	William Thomas	4-8 Units
4 Church St	Lloyd Ilsley	3 family
10 Church St	Emma Gardner	3 family
3 East Main	Todd Johnson	3 family
7 East Main	Adam Wnukoski Jr	3 family
11 Elm St	Alex MadCakung	4-8 Units
24 Pearl St	Berrigan Steven	4-8 Units
8 Lawton St	Pablo Carbonell	4-8 Units
3 Grove St	Allan Wilson	3 family
10 High St	Irene & John Byrne	3 family
44 Cambridge St	Arthur E Silva Family Trust	4-8 Units
37 Central Ave	EM Central Inc	4-8 Units
32 East Main St	Aaron Jeanson	3 family
38 East Main St	Hugh Hard	4-8 Units
40 East Main St	Horace Glover	4-8 Units
54 East Main St	See You Ayer LLC	4-8 Units
17 East Main St	Joan Murphy	4-8 Units
21 East Main St	Ali Beyranevand	4-8 Units
7 Prospect St	Eighteen & One LLC	4-8 Units
39 East Main St	Pablo Carbonell	4-8 Units
19 Prospect St	James McLoughin	3 family



<b>Address</b>	<b>Owners Name</b>	<b>number of Units</b>
18 Hatch Street	L Tocci Trust	4-8 Units
6 Hatch Street	L Tocci Trust	4-8 Units
29 Hatch Street	L Tocci Trust	4-8 Units
17 Hatch Street	L Tocci Trust	4-8 Units
1 Willard St	L Tocci Trust	4-8 Units
85 Willard St	P&S Realty Trust	4-8 Units
105 Willard St	P&S Realty Trust	4-8 Units
2 Willard St	L Tocci Trust	4-8 Units
1 Atherton St	L Tocci Trust	4-8 Units
2 Atherton St	L Tocci Trust	4-8 Units
185 Willard St	L Tocci Trust	4-8 Units
52 Atherton St	52-54 Atherton St Nom. Trs	3 family
181 Atherton St	L Tocci Trust	4-8 Units
125 Littleton Rd	Ayer Montrose LLC	More then 8
4 Rosewood Ave	Harold Madigan	4-8 Units
75 Groton School Rd	Zodiac Development LLC	More then 8
62 Westford Rd	Lawrence Johnson	3 Family
37 Groton School Rd	Hagel LLC	3 family
35 Groton School	Hagel LLC	4-8 Units
11 Fitchburg Rd	J&K Realty Trust	3 family
28 Pearl St	John David Donahue	4-8 Units
38 Jackson St	38 Jackson St Trust	More then 8
35 Pearl St	Diana Gaviria	3 family
70 Pleasant St	Susan Hunnewell Trustee	3 family
68 Washington St	James Tranfaglia JR	4-8 Units
54 Washington St	110 Littleton LLC	3 family
48 Washington St	Domenic Sebben Jr	3 family
81 Washington St	Prescott Prperties LLC	4-8 Units
55 Washington St	Harold Madigan	4-8 Units
51 Washington St	Tesfaye Roza	3 family
83 Washington St	GPJ Properties	3 family
97 Sandy Pond Rd	Terrence Cornellier	4-8 Units
131 West Main St	Jose Banchs III	3 family
91 West Main St	Turra Rrealty Trust	4-8 Units
83 West Main St	Kelli White	4-8 Units
73 West Main St	Alpine North LLC	4-8 Units
71 West Main St	Michael Lorden	4-8 Units
63 West Main St	Rourkela LLC	4-8 Units
44 Shirley St	Steven Rogers	3 family
88 West Main St	Ramon Toro	4-8 Units
43 Park St	Jose Murillo	3 family
20 Pearl St	Peter Gibbons	4-8 Units
7 Groton St	J&A Realty Trust	3 family
8 Pearl St	Pro Realty Ayer LLC	4-8 Units
4 Pearl St	Pearl Property Group LLC	4-8 Units
20 West St	Tanner Cole	4-8 Units

41 East Main St	Richard Curtin	3 family
59 Sandy Pond Rd	Eugene Turra	4-8 Units
62 Willow Rd	Timothy Hill	4-8 Units
161 West Main St	Tanner Cole	3 family
134 West Main St	Stanley Rzonca	4-8 Units
27 Grove St	Kevin Hardin	3 family
23 Grove St	Michael Alfieri	3 family
21 Prospect St	Jay Doran	3 family
16 Pond St	James McGowan	3 family
6 Pond St	Mark Alari	3 family
63 East Main St	Boston General Properties	3 family
73 East Main	Kenneth Abramowitz	4-8 Units
81 East Main St	Ronald Lebel	3 family
22 Fletcher St	Brenda Boisseau	3 family
93 East Main St	Douglas Lawton	3 family
99 East Main St	Elder Cabrera	3 family
105 East Main St	Michael Taylor	3 family
100 East Main St	Michael Jeanson JR	3 family
10 Harvard Rd	Kimberly Boudreau	3 family
39 Fletcher St	Thomas Wielinski	3 Family
25 Fletcher St	Thomas Wielinski	3 Family
4 Pine St	Troy Mitchell	3 Family
10 Littleton Rd	Old Towne Village LLC	More then 8
35 Markham Cir	Rutters Brook LLC	3 Family





## MEMORANDUM

Date: February 2, 2023  
To: Select Board  
From: Dan Van Schalkwyk, P.E., Director  
Subject: **Agenda Items for February 7, 2023, Select Board Meeting**

### 1. Street Acceptances

The following streets were voted by Fall 2022 Town Meeting for acceptance, authorizing acquisition by the Select Board:

Pleasant Street Extension (portion)  
Woodland Way  
Hemlock Drive (portion)

The final step of street acceptance is for the Select Board to acquire the streets and required easements. I have worked with Town Counsel to prepare the attached Order of Takings for the streets listed above. I recommend the Board execute the Order of Takings to acquire the streets and required easements.

### 2. Change Order 1 for Spectacle Pond Transmission Main Replacement Project

The construction of the Spectacle Pond Transmission Main Replacement has been completed and a final change order has been prepared and included in the packet. The Change Order includes an emergency replacement of a failing 48" culvert and a reduction in price due to actual quantities of work being less than estimated.

The total change order is an increase in price of \$44,444.93 for signature by the Chair.

### 3. Change Order 1 for Ayer WWTP FY2020 Improvements Project

The Ayer WWTP FY2020 Improvements Project is nearing completion. The Gravity Belt Thickener (GBT) was recently installed, and startup is commencing. The project has taken longer than expected due to the difficulty in obtaining equipment (e.g. VFDs and pumps) in the current economic climate.

The attached change order includes a handful unforeseen changes; however, the highest cost item is the Tank Drain/Wet Well Restoration of \$177k, which was requested by the DPW in consultation with its Engineer. The existing wet well is 25-foot deep and severely deteriorated, concrete is breaking off and harming the pumps, and causing unnecessary labor for the wastewater staff to pull the pumps and repair them. In short, the scope involves installation of a wastewater bypass system, replacement of piping, cleaning, removing unsatisfactory concrete, replacement of concrete, replacement of pumps, electrical, final testing of the installations.

There is sufficient budget for the change order. The project budget is \$3.8M, engineering and construction costs prior to this change order totaled \$3.06M, leaving approximately \$750k in contingency.

The total change order is an increase in price of \$241,754.00 for signature by the Board.

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

TOWN OF AYER

ORDER OF TAKING

At a regularly convened meeting of the Select Board of the Town of Ayer (the "Town") held on this 7th day of February, 2023, it was voted and ordered as follows:

The Select Board of the Town of Ayer, duly elected, qualified, and acting as such, on behalf of the Town and by virtue of and in accordance with the authority of the vote taken under Article 1 of the October 24, 2022 Special Town Meeting, a certified copy of which is attached hereto and incorporated herein, the provisions of Chapter 79 and Chapter 82, Sections 21-24 of the General Laws, and any and every other power and authority hereunto enabling it in any way, hereby takes, for any and all purposes for which public ways are used in the Town of Ayer, the following interests in land:

1. A permanent easement in, on and under the parcel of land shown as "Pleasant Street Extension," containing 46,446 square feet, more or less, commencing at the "Limit of Previous Acceptance" (the "Roadway Easement Premises"), all as shown on a plan entitled "Street Acceptance Plan Pleasant Street Ext. in Ayer, Mass.," dated October 13, 2022, prepared by GPR Engineering Solutions for Land & Structures, recorded with the Middlesex South District Registry of Deeds in Plan 56 of 2023 (the "Plan"), for public way purposes, together with attendant customary uses, including, without limitation, for the purposes of constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place rights of way and any and all structures and facilities necessary or convenient to support the same, or related thereto, including, without limitation, rights of way, sidewalks, guardrails, support or retaining walls, signs, drains, utilities, and any and all related appurtenances. Any water, sewer, and drainage facilities located within the Roadway Easement Premises are included in this taking; and

2. Permanent easements in, on, under, along and across the parcel of land shown as "Utility Easement," containing 5,061 square feet, more or less, located on Lot 4 and Lot 5 as shown on the Plan; the parcel of land shown as "Utility Easement," containing 41,558 square feet, more or less, located on Lot 6, Lot 7 and Lot 10 as shown on the Plan; and the parcel of land shown as "Access and Utility Easement," containing 21,878 square feet, more or less, located on Lot 8 as shown on the Plan (collectively, the "Utility Easement Premises"), all as shown on the Plan, for the purpose of accessing, constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place utility structures and appurtenances, and all purposes and uses incidental or related hereto.



The Town shall have the right to enter upon and pass over the Roadway Easement Premises and the Utility Easement Premises (collectively, the "Easement Premises") from time to time, by foot, vehicle, or heavy equipment, for any and all purposes stated herein and uses necessary or incidental thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein. No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Easement Premises by any party other than the Town. The Town may assign such easements to or authorize use of such easement areas by any utility company.

The taking includes the right of the Town to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or for the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

The parcels of land subject to said easements are owned or supposed to be owned and/or formerly owned by the parties listed in Exhibit A, which parties are hereinafter collectively referred to as Owners. If in any instance the name of any Owner is not correctly stated, the names of the supposed Owners being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us.

We have determined that no persons will sustain damages in their property by reason of the herein taking, all in accordance with the provisions of G.L. c.79, §6, as amended, and accordingly award no damages for this taking. The purpose of this taking is to complete the layout and acceptance of that portion of Pleasant Street Extension, as shown on the Plan, as a public way.

Betterments are not to be assessed under this taking.

[Remainder of Page Intentionally Blank; Signature Page Follows]

IN WITNESS WHEREOF, we, the duly elected and authorized members of the Ayer Select Board have hereunto set our hands and seals on this 7th day of February, 2023.

TOWN OF AYER,  
By Its Select Board

\_\_\_\_\_  
Jannice L. Livingston, Chair

\_\_\_\_\_  
Shaun C. Copeland, Vice Chair

\_\_\_\_\_  
Scott A. Houde, Clerk

**COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

On this 7th day of February, 2023, before me, the undersigned notary public, personally appeared \_\_\_\_\_, member(s) of the Ayer Select Board, as aforesaid, who proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of the Town of Ayer.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

846543.3/AYER/0001

## **EXHIBIT A**

### **LIST OF OWNERS**

Property Owner: Matthew K. DeLorie and Synath N. DeLorie  
Property Interests Taken: Roadway Easement  
Property Address: 114 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 114 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 68141, Page 1

Property Owner: Charlotte Ward  
Property Interests Taken: Roadway Easement and Utility Easement  
Property Address: 120 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 120 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 80797, Page 83

Property Owner: Francis Mungai  
Property Interests Taken: Roadway Easement and Utility Easement  
Property Address: 122 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 122 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 78725, Page 508

Property Owner: Andre B. Kurs and Jana Kurs  
Property Interests Taken: Roadway Easement and Utility Easement  
Property Address: 124 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 124 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 79511, Page 251

Property Owner: Nicholas Alan Neumann and Laura Elizabeth Neumann  
Property Interests Taken: Roadway Easement and Utility Easement  
Property Address: 123 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 123 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 79571, Page 192

Property Owner: Jeremy Colozzo and Laura J. Castillo Olayo  
Property Interests Taken: Roadway Easement and Access and Utility Easement  
Property Address: 121 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 121 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 79794, Page 171

Property Owner: Daniel Damico Faria and Anna Moreno Damico  
Property Interests Taken: Roadway Easement  
Property Address: 119 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 119 Pleasant Street Ext., Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 80472, Page 181



Property Owner: Calvin E. Moore, Trustee of the Cowfield Realty Trust II  
Property Interests Taken: Roadway Easement and Utility Easement  
Property Address: 0 Pleasant Street (Extension), Ayer, Massachusetts  
Property Owner Address: 39 Main Street, Suite 204, Ayer, MA 01432  
Deed Reference: Middlesex South District Registry of Deeds, Book 64527, Page 249

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

TOWN OF AYER

ORDER OF TAKING

At a regularly convened meeting of the Select Board of the Town of Ayer (the "Town") held on this 7th day of February, 2023, it was voted and ordered as follows:

The Select Board of the Town of Ayer, duly elected, qualified, and acting as such, on behalf of the Town and by virtue of and in accordance with the authority of the vote taken under Article 2 of the October 24, 2022 Special Town Meeting, a certified copy of which is attached hereto and incorporated herein, the provisions of Chapter 79 and Chapter 82, Sections 21-24 of the General Laws, and any and every other power and authority hereunto enabling it in any way, hereby takes, for any and all purposes for which public ways are used in the Town of Ayer, the following interests in land:

1. A permanent easement in, on and under a 60 fee wide parcel of land shown as "Hemlock Drive (Extension)," commencing at the "Relocated Way" and running northwesterly to the terminus of the road (the "Roadway Easement Premises"), all as shown on a plan entitled "Modification of Definitive Subdivision of Land in Ayer, Mass.," dated April 2016, prepared by David E. Ross Associates, Inc., recorded with the Middlesex South District Registry of Deeds as Plan #143 of 2017 (the "Plan"), for public way purposes, together with attendant customary uses, including, without limitation, for the purposes of constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place rights of way and any and all structures and facilities necessary or convenient to support the same, or related thereto, including, without limitation, rights of way, sidewalks, guardrails, support or retaining walls, signs, drains, utilities, and any and all related appurtenances. Any water, sewer, and drainage facilities located within the Roadway Easement Premises are included in this taking; and
2. The fee in and to a parcel of land, containing 24,410 square feet, more or less, shown on the Plan as "Parcel I" (the "Fee Premises"), together with all drains, utilities, and any and all related appurtenances; and
3. A permanent drainage easement in, on, under, along and across a parcel of land, shown on the Plan as "Proposed Drainage Easement AA," located on Lot 130A (the "Drainage Easement Premises") for the purpose of constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place drainage structures and appurtenances, and all purposes and uses incidental or related hereto.

The Town shall have the right to enter upon and pass over the Roadway Easement Premises and the Drainage Easement Premises (collectively, the "Easement Premises") from time to time, by foot, vehicle, or heavy equipment, for any and all purposes stated herein and uses necessary or incidental thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein. No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Easement Premises by any party other than the Town. The Town may assign such easements to or authorize use of such easement areas by any utility company.

The taking includes the right of the Town to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or for the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

The parcels of land subject to said easements and the Fee Premises are owned or supposed to be owned and/or formerly owned by the parties listed in Exhibit A, which parties are hereinafter collectively referred to as Owners. If in any instance the name of any Owner is not correctly stated, the names of the supposed Owners being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us.

We have determined that no persons will sustain damages in their property by reason of the herein taking, all in accordance with the provisions of G.L. c.79, §6, as amended, and accordingly award no damages for this taking. The purpose of this taking is to complete the layout and acceptance of that portion of Hemlock Drive Extension, as shown on the Plan, as a public way.

Betterments are not to be assessed under this taking.

[Remainder of Page Intentionally Blank; Signature Page Follows]



IN WITNESS WHEREOF, we, the duly elected and authorized members of the Ayer Select Board have hereunto set our hands and seals on this 7th day of February, 2023.

TOWN OF AYER,  
By Its Select Board

\_\_\_\_\_  
Jannice L. Livingston, Chair

\_\_\_\_\_  
Shaun C. Copeland, Vice Chair

\_\_\_\_\_  
Scott A. Houde, Clerk

**COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

On this 7th day of February, 2023, before me, the undersigned notary public, personally appeared \_\_\_\_\_, member(s) of the Ayer Select Board, as aforesaid, who proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of the Town of Ayer.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

849011/AYER/0001

**EXHIBIT A**

**List of Owners**

COMMONWEALTH OF MASSACHUSETTS

MIDDLESEX, SS.

TOWN OF AYER

ORDER OF TAKING

At a regularly convened meeting of the Select Board of the Town of Ayer (the "Town") held on this 7th day of February, 2023, it was voted and ordered as follows:

The Select Board of the Town of Ayer, duly elected, qualified, and acting as such, on behalf of the Town and by virtue of and in accordance with the authority of the vote taken under Article 2 of the October 24, 2022 Special Town Meeting, a certified copy of which is attached hereto and incorporated herein, the provisions of Chapter 79 and Chapter 82, Sections 21-24 of the General Laws, and any and every other power and authority hereunto enabling it in any way, hereby takes, for any and all purposes for which public ways are used in the Town of Ayer, the following interests in land:

1. A permanent easement in, on and under the parcel of land shown as "Woodland Way" (the "Roadway Easement Premises"), all as shown on a plan entitled "Modification of Definitive Subdivision of Land in Ayer, Mass. Owned by Ridge View Realty Trust," dated April 2016, prepared by David E. Ross Associates, Inc., recorded with the Middlesex South District Registry of Deeds as Plan 143 of 2017 (the "Plan"), for public way purposes, together with attendant customary uses, including, without limitation, for the purposes of constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place rights of way and any and all structures and facilities necessary or convenient to support the same, or related thereto, including, without limitation, rights of way, sidewalks, guardrails, support or retaining walls, signs, drains, utilities, and any and all related appurtenances. Any water, sewer, and drainage facilities located within the Roadway Easement Premises are included in this taking; and

2. Permanent drainage easements in, on, under, along and across the parcels of land shown as "Drainage Easement" located on Lot 130A, Lot 131B, Lot 145A, Lot 144A, Lot 143A, Lot 142A, Lot 77B, Lot 76A, Lot 75A, Lot 74A, Lot 137B, Lot 138B, Lot 134B and Lot 134A, all as shown on the Plan (collectively, the "Drainage Easement Premises"), for the purpose of accessing, constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place drainage structures and appurtenances, and all purposes and uses incidental or related hereto; and

3. Permanent utility easements in, on, under, along and across the parcels of land shown as "Utility Easement" located on Lot P-1, Lot Q and Lot R, all as shown on the Plan



(collectively, the “Utility Easement Premises”), for the purpose of accessing, constructing, inspecting, operating, maintaining, repairing, removing, replacing, relocating, and abandoning in place utility and drainage structures and appurtenances, and all purposes and uses incidental or related thereto.

The Town shall have the right to enter upon and pass over the Roadway Easement Premises, the Drainage Easement Premises and the Utility Easement Premises (collectively, the “Easement Premises”) from time to time, by foot, vehicle, or heavy equipment, for any and all purposes stated herein and uses necessary or incidental thereto, including, without limitation, using and temporarily storing, as needed, construction equipment, materials or other incidental items within the Easement Premises for the purposes set forth herein. No temporary or permanent buildings, structures or other objects shall be constructed, installed or placed upon the Easement Premises by any party other than the Town. The Town may assign such easements to or authorize use of such easement areas by any utility company.

The taking includes the right of the Town to remove any buildings, structures, objects, utilities and/or vegetation (including trees and shrubs) now or hereafter located within the Easement Premises whenever their removal shall be necessary or convenient to exercise the rights taken hereunder and/or for the purposes set forth herein. Utilities and related facilities located within the Easement Premises that are owned by private utility companies and easements held by private utility companies are not taken.

The parcels of land subject to said easements are owned or supposed to be owned and/or formerly owned by the parties listed in Exhibit A, which parties are hereinafter collectively referred to as Owners. If in any instance the name of any Owner is not correctly stated, the names of the supposed Owners being given as of this Order of Taking, it is understood that in such instance the land referred to is owned by an Owner or Owners unknown to us.

We have determined that no persons will sustain damages in their property by reason of the herein taking, all in accordance with the provisions of G.L. c.79, §6, as amended, and accordingly award no damages for this taking. The purpose of this taking is to complete the layout and acceptance of that portion of Pleasant Street Extension, as shown on the Plan, as a public way.

Betterments are not to be assessed under this taking.

[Remainder of Page Intentionally Blank; Signature Page Follows]

IN WITNESS WHEREOF, we, the duly elected and authorized members of the Ayer Select Board have hereunto set our hands and seals on this 7th day of February, 2023.

TOWN OF AYER,  
By Its Select Board

\_\_\_\_\_  
Jannice L. Livingston, Chair

\_\_\_\_\_  
Shaun C. Copeland, Vice Chair

\_\_\_\_\_  
Scott A. Houde, Clerk

**COMMONWEALTH OF MASSACHUSETTS**

Middlesex, ss.

On this 7th day of February, 2023, before me, the undersigned notary public, personally appeared \_\_\_\_\_, member(s) of the Ayer Select Board, as aforesaid, who proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she/they signed it voluntarily for its stated purpose on behalf of the Town of Ayer.

\_\_\_\_\_  
Notary Public  
My Commission Expires:

849159/AYER/0001

**EXHIBIT A**

**List of Owners**



# Change Order

No. 1

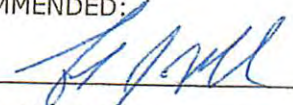
Project: Spectacle Pond Transmission Main Replacement Project	
Owner: Town of Ayer	Owner's Contract No.:
Engineer: Tighe & Bond	Engineer's Project No.: A-5004-013
Contractor: N. Granese & Sons, Inc.	
Contractor's Address: 59 Jefferson Avenue Salem, MA 01970	

The Contract Documents are modified as follows upon execution of this Change Order:


**Change in Contract Price:**

Item No.	PCO No.	Item (See Attached Summary Description of Change)	Value
1-1		Culvert Replacement	\$65,754.87
1-2		Balancing of Quantities	(\$21,309.94)
<b>Total Value of this Change Order</b>			<b>\$44,444.93</b>
Original Contract Price			\$437,310.01
Value of Previously Approved Change Orders			\$0.00
Contract Price Prior to this Change Order			\$437,310.01
Total Value of this Change Order			\$44,444.93
<b>Contract Price Incorporating this Change Order</b>			<b>\$481,754.94</b>

Change in Contract Times: Description	Substantial Completion	Ready for Final Payment
Original Contract Times:	12/19/2022	01/19/2023
Total of Previous Contract Time Changes, add:	0 days	0 days
Change in Contract Time from this Change Order, add:	0 days	0 days
Contract Times with all Approved Change Orders: (date)	12/19/2022	01/19/2023

RECOMMENDED:  
By:   
Thomas Mahanra  
Tighe & Bond, Inc.  
Date: 1/20/23

APPROVED:  
By: \_\_\_\_\_  
Town of Ayer  
Date: \_\_\_\_\_

ACCEPTED:  
By:   
Steven Granese  
N. Granese and Sons, Inc.  
Date: 1/17/2023

## **Change Order No. 1**

### **Description and Reason for Change**

**Item 1-1**

**Culvert Replacement** – The existing 48" corrugated metal culvert was discovered to be in extremely poor condition during the installation of the transmission main. The culvert bottom was rotted out and it was almost fully compacted with debris. N. Granese and Sons, Inc. submitted a change order at the request of the Town to replace the culvert in kind. Attached is the breakdown of costs.

Tighe & Bond recommends payment to N. Granese and Sons, Inc. in the amount of **\$65,754.87**.

**Item 1-2**

**Balancing of Quantities** – This Change Order adjusts the final amount of the contract based on the actual quantities installed.

Based on the actual quantities installed, the adjustment to the final contract amount is a credit of **(\$21,309.94)**. The final contract amount is **\$481,754.94**.

N. GRANESE & SONS, INC.  
 59 JEFFERSON AVE  
 SALEM, MA 01970  
 (T) 781.592.8121  
 (F) 781.631.3399  
 Info@ngranese.com

**Proposed Change Order**

Replacement of existing culvert with 48" ADS Pipe

**T&M Cost Breakdown**

LABOR				
Description	Quantity	UM	Unit Cost	Item Total
Operator / Foreman	64	HR	\$ 81.43	\$ 5,211.52
Truck Driver	64	HR	\$ 68.85	\$ 4,406.40
Laborer	64	HR	\$ 68.85	\$ 4,406.40
Pipe Layer	32	HR	\$ 69.10	\$ 2,211.20
Labor Burden	38.9330%			\$ 6,320.98
OVERTIME LABOR				
Description	Quantity	UM	Unit Cost	Item Total
Operator / Foreman	0	HR	\$ 122.15	\$ -
Truck Driver	0	HR	\$ 103.28	\$ -
Laborer	0	HR	\$ 103.28	\$ -
Pipe Layer	0	HR	\$ 103.65	\$ -
Labor Burden	38.9330%			\$ -
EQUIPMENT				
Description	Quantity	UM	Unit Cost	Item Total
Excavator - Komatsu PC490LC-10		HR	\$ 332.83	\$ -
Excavator - CAT 328D LCR	32	HR	\$ 207.74	\$ 6,647.68
Excavator - CAT 321D LCR		HR	\$ 149.71	\$ -
Excavator - Komatsu PC308USLC-3		HR	\$ 173.81	\$ -
Excavator - Komatsu PC238USLC-11		HR	\$ 151.99	\$ -
Excavator - Komatsu PC228USLC-8		HR	\$ 149.28	\$ -
Excavator - Komatsu PC138USLC-11	32	HR	\$ 121.83	\$ 3,898.56
Excavator - Komatsu PC88MR-10		HR	\$ 82.97	\$ -
Wheel Excavator - CAT M313D		HR	\$ 151.55	\$ -
Backhoe - CAT 430F2 IT		HR	\$ 100.58	\$ -
Backhoe - John Deere 410J		HR	\$ 68.77	\$ -
Wheel Loader - Volvo L120 w/ SD		HR	\$ 150.89	\$ -
Wheel Loader - Volvo L90 w/ SD	32	HR	\$ 101.11	\$ 3,235.52
Wheel Loader - Volvo L70 w/ SD		HR	\$ 92.10	\$ -
Heavy Dump Truck	32	HR	\$ 122.61	\$ 3,923.52
Tractor w/ Lowbed		HR	\$ 134.78	\$ -
Rack Truck (On Highway Flat Bed)	32	HR	\$ 42.80	\$ 1,369.60
Arrow Boards - Solar Powered		HR	\$ 3.83	\$ -
4" Centrifugal Pumps - Gas Powered	32	HR	\$ 35.95	\$ 1,150.37
8' Steel Road Plates	256	HR	\$ 2.90	\$ 742.40
Compressor w/ Tools (185 CFM)		HR	\$ 17.56	\$ -
Light Tower		HR	\$ 16.89	\$ -
Spreader - Bomag BF200C		HR	\$ 100.00	\$ -
Roller w/ Hot Top Tools		HR	\$ 38.00	\$ -
Trench Box	32	HR	\$ 42.00	\$ 1,344.00
MATERIALS				
48" ADS Soil Tite Drain Pipe	60	LF	\$ 128.50	\$ 7,710.00
3/4" Crushed Stone	80	TON	\$ 18.50	\$ 1,480.00
Haul excess unsuitable material	80	CY	\$ 22.50	\$ 1,800.00
Rip Rap	44	TON	\$ 30.00	\$ 1,320.00
SUBCONTRACTORS				
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -

Subtotal \$ 57,178.15  
 OH&P (15%) \$ 8,576.72  
**TOTAL \$ 65,754.87**

Description
Replacement of existing 48" Drain culvert with 48" ADS Pipe. Estimated 4 crew days.



**CHANGE ORDER FORM**

Ayer Wastewater Treatment Facility – FY2020 Improvements Contract No. 20DPW05

Change Order No. 1

Contract Amount (As-Bid) \$2,489,889.00

Net Change in Contract Price (this Change Order) \$241,754.00

Total Cost of Change Orders to date (excluding this C.O.) \$0.00

Total Adjusted Contract Price (including this change order and all other change orders) \$2,731,643.00

This change order extends the time to complete the work by 253 calendar days (Substantial Completion)

This extended completion date is: March 15, 2023 (Substantial Completion)

This change order is checked by: \_\_\_\_\_  
CDM Smith

This change order is requested by: Town of Ayer

This change order is recommended by: CDM Smith

\_\_\_\_\_  
Consultant Engineer P.E. # Date

The undersigned agree to the terms of the change order.

\_\_\_\_\_  
Winston Builders Corp. Date

\_\_\_\_\_  
Jannice L. Livingston, Chair – Select Board Date

\_\_\_\_\_  
Shaun C. Copeland, Vice-Chair – Select Board Date

\_\_\_\_\_  
Scott A. Houde, Clerk – Select Board Date

Certification of Appropriation under M.G.L. c.44, s.31C: Adequate funding in an amount sufficient to cover the total cost of this change order is available.

\_\_\_\_\_  
Kerry Cooper, Town Accountant Date

Public Entity: Town of Ayer, Massachusetts



Change Order No.: 1

Contract Title: Ayer Wastewater Treatment Facility – FY2020 Improvements

Owner's Name: Ayer, Massachusetts – Select Board

Owner's Address: 1 Main Street, Ayer, MA 01432

Contractor's Name: Winston Builders Corp.

Contractor's Address: PO Box 990, 55 Hopkinton Road, Westboro, MA 01581

### **ITEM 1 – Extension of Substantial Completion Date**

#### **Description of Change:**

The Substantial Completion date is extended from July 5, 2022 to March 15, 2023.

#### **Reason for Change:**

The Substantial Completion date is extended to March 15, 2023 due to delays in delivery time for several of the major pieces of new equipment (Blower VFD's, Plant Water VFD's, Pipe to the Gravity Belt Thickener GBT)).

**COST: \$0.00**

### **ITEM 2 – Concrete Pads Demolition**

#### **Description of Change:**

This change provides compensation for labor, materials and expenses related to the demolition of the existing concrete pads. The additional cost of the work is based on a negotiated lump sum cost. Supporting cost documentation is attached.

#### **Reason for Change:**

This change was the result of the additional demolition of two existing concrete pads in the GBT room. One pad was demolished for fork truck access to the polymer tote; the other pad was demolished to make room for GBT control panel.

**COST: \$6,330.00**

### **ITEM 3 – Plant Water & Protected Water Separation**

**Description of Change:**

This change provides compensation for labor and materials related to the separation of the existing plant water and protected water interconnections within the treatment plant. The additional cost of the work is based on a time and material cost. Supporting cost documentation is attached.

**Reason for Change:**

This change was required due to existing interconnections of the piping for plant water and the protected water that required separation to meet state/code requirements.

**COST: \$3,040.00**

### **ITEM 4 – HVAC Clearances**

**Description of Change:**

This change provides compensation for labor and materials related to the removal of the pipe, insulation and Electrical lights/conduit required to install the 2 new Air Handling Units. The additional cost of the work is based on a time and material cost. Supporting cost documentation is attached.

**Reason for Change:**

The size of the new Air Handling Units required removal of existing pipes, conduits and lights.

**COST: \$9,192.00**

### **ITEM 5 – Lintel over Louver**

**Description of Change:**

This change provides compensation for labor and materials related to the utility conflicts related to the louver installation. The additional cost of the work is based on a time and material cost. Supporting cost documentation is attached.

**Reason for Change:**

This change was required due to the sizing of EF-5 louver on exterior wall. The opening for the louver was 8' wide, which required installation of lintel to reinforce row of CMU block above the louver.

**COST: \$5,888.00**

## **ITEM 6 – GBT Sludge Load Out Panel**

### **Description of Change:**

This change provides compensation for labor, materials and expenses related to the new Operator Interface Terminal (OIT). The additional cost of the work is based on a negotiated lump sum cost. Supporting cost documentation is attached.

### **Reason for Change:**

This change was required as the existing panel could not adapt to the upgraded firmware compatible with the new PLC processors.

**COST: \$3,344.00**

## **ITEM 7 – Tank Drain/Wet Well Additional Work**

### **Description of Change:**

This change provides compensation for labor, materials and expenses related to the repair of the Tank Drain/Wet Well. The work includes: concrete repair to the upper 10-ft of the wet well; concrete repair (less extensive) to the lower 10-ft of the wet well; replacement of the corroded piping with the structure; furnish, install and remove temporary tertiary filter drain piping; installation of a bypass system (and associated Electrical work); installation of new piping for the Chopper pumps, etc. Supporting cost documentation is attached.

### **Reason for Change:**

This change was required due to the deteriorating condition of the existing concrete and piping within the Tank Drain/Wet Well structure.

**COST: \$177,570.00**

## **ITEM 8 – Additional Chopper Pump**

### **Description of Change:**

This change provides compensation for labor, material and expenses related to the furnish and installation of Chopper Pumps in the Tank Drain Wet Well. The additional cost of the work is based on a negotiated lump sum cost. Supporting cost documentation is attached.



**Reason for Change:**

Installation of tank drain pumps in the basement was not feasible (would make pumps easier to clean out); installation of Chopper Pumps in the Tank Drain Wet Well will help pump the solid (rags, etc.) material that collects in the Wet Well

**COST: \$36,390.00**

**Item 2**

**Concrete Pads Demolition**



Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

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**Change Order Request  
May 5th, 2022 #1**

**To:** CDM Smith  
75 State Street Suite 701  
Boston, Ma, 02109

**Re:** Pad Removal

**Attn:** Tom Casey

**Contractor Scope:**

- Pad removal

<i>Sub-Contractor Total for labor:</i>	<i>\$ 5,410</i>
<i>M/U: 15% on 5410</i>	<i>\$ 812</i>
<i>Bond 1.75%</i>	<i><u>\$ 108</u></i>
<i>Contractor Total:</i>	<i>\$ 6,330</i>

**Change Order Total: \$ 6,330**

Respectfully,

Nicholas Brecken  
Project Engineer  
Winston Builders Corporation

Please find back up information attached



*Winston Builders Corporation*

Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

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### Concrete Pad Removal

Item	Labor Burden 6972%	Cost
Labor- 3 Laborers 8 hours each @ \$61.15	\$104 per hour	\$ 2,496
Jackhammer rental with air compressor		\$ 810
Floor patch		
Labor- 2 laborers 8 hours each @ \$61.15	\$104 per hour	\$ 1,664
Sika 122- 4 bags @ \$50 each		\$ 200
Sika 110 Armatec 1 @ \$240		\$ 240



Cat Class: 001-0030

# 185CFM 125psi Diesel Air Compressor Rental



This 185CFM 125PSI Diesel Air Compressor contains a dependable Tier 4 Final-compliant Deutz engine, supplying ample power for various applications. With its small footprint, it is portable, maneuverable, and easy to tow. This diesel air compressor has a weight of 2,325 lbs. and is one of the most dependable units on the market. It is important to wear eye protection, hard hat, and safety shoes while using this air compressor.

- Tier 4 Final-compliant Deutz engine
- Small footprint, portable, maneuverable, and easy to tow
- Dimensions 141"L x 69"W x 62"H
- Weight 2,325 lbs.

Online Rate:

1 Day: \$220 USD 1 Week: \$560 USD 4 Weeks: \$1,175 USD

The displayed rates do not include the taxes or optional charges that may be selected later in the checkout process.



CREDIT APPLICATION

GET A QUOTE



Cat Class: 002-0025

## Air Hammer 90 LB

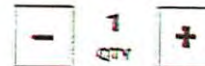
This 90lb. paving breaker is a heavy-duty air hammer utilized for the demolition of concrete floors, pavement, masonry walls, and bridge decks. This model features a T-style handle for a secure grip and lever type latch for easy tool changes. This class air hammer is available to accommodate a variety of demolition applications. Demolition tool steel, including chisels, points, spades, and bushing heads, is also available for rent.

- Heavy duty
- Secure grip
- Easy tool changes
- Heavy weight for medium to heavy duty

Online Rate:

1 Day: \$91 USD 1 Week: \$250 USD 4 Weeks: \$450 USD

The displayed rates do not include the taxes or optional charges that may be selected later in the checkout process.



CREDIT APPLICATION

GET A QUOTE

**Item 3**

**Plant Water & Protected Water Separation**



*Winston Builders Corporation*

Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

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**Change Order Request  
December 16th, 2022 #3**

**To:** CDM Smith  
75 State Street Suite 701  
Boston, Ma, 02109

**Re:** T&M for Cross Connections

**Attn:** Tom Casey

**Contractor Scope:**

- Removal of cross connections

<i>Contractor:</i>	<i>\$ 2,598</i>
<i>M/U: 15%</i>	<i>\$ 390</i>
<i>Bond 1.75%</i>	<i><u>\$ 52</u></i>
<i>Contractor Total:</i>	<i>\$ 3,040</i>

**Change Order Total: \$ 3,040**

Respectfully,

Nicholas Brecken  
Project Engineer  
Winston Builders Corporation

Please find back up information attached





P.O Box 990  
 Westborough, Ma, 01581  
 (508)-366-1767

Change Order Back up  
**Cross Connection Removal**

LABOR:	Hours	Wage	Labor Burdan 69.72%	Total per hour	Cost
Laborer	22	\$62.90	\$43.85	\$106.75	\$2,348.59
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
<b>LABOR TOTAL</b>					<b>\$2,348.59</b>

MATERIAL:	Quantity	Unit	Cost	Total Cost
Misc. Material	1	EA	\$250	\$250.00
		EA		\$0.00
				\$0.00
				\$0.00
<b>TOTAL</b>				<b>\$250.00</b>

EQUIPMENT:	Hours	Per Hour Cost	Total Cost
			\$0
			\$0
			\$0
			\$0
<b>TOTAL</b>			<b>\$0</b>

SUB-CONTRACTOR TOTAL COST:  
 CONTRACTOR TOTAL COST: \$2,598.59  
 TOTAL COST:

**Item 4**  
**HVAC Clearances**



Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

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**Change Order Request  
December 16th, 2022 #4**

**To:** CDM Smith  
75 State Street Suite 701  
Boston, Ma, 02109

**Re:** T&M for Dehumidifier

**Attn:** Tom Casey

**Contractor Scope:**

- Removal of piping
- Removal of lights and miscellaneous electrical

<i>Sub-Contractor Total for labor:</i>	\$ 2,992
<i>M/U: 5%</i>	\$ 150
<i>Contractor:</i>	\$ 5,124
<i>M/U: 15%</i>	\$ 768
<i>Bond 1.75%</i>	<u>\$ 158</u>
<i>Contractor Total:</i>	\$ 9,192

**Change Order Total: \$ 9,192**

Respectfully,

Nicholas Brecken  
Project Engineer  
Winston Builders Corporation

Please find back up information attached



P.O Box 990  
 Westborough, Ma, 01581  
 (508)-366-1767

Change Order Back up  
**Cross Connection Removal**

LABOR:	Hours	Wage	Labor Burdan 69.72%	Total per hour	Cost
Laborer	48	\$62.90	\$43.85	\$106.75	\$5,124.19
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
LABOR TOTAL					\$5,124.19

MATERIAL:	Quantity	Unit	Cost	Total Cost
		EA		\$0.00
		EA		\$0.00
				\$0.00
TOTAL				\$0.00

EQUIPMENT:	Hours	Per Hour Cost	Total Cost
			\$0
			\$0
			\$0
			\$0
TOTAL			\$0

SUB-CONTRACTOR TOTAL COST:	\$2,992
CONTRACTOR TOTAL COST:	\$5,124.19
TOTAL COST:	\$8,116



WINSTON BUILDERS CORP.  
P.O. Box 990  
WESTBORO, MASSACHUSETTS 01581

# MEMO

(508) 366-1767

TO Ayer Wastewater

DATE	06/30/22
SUBJECT	Time + Materials

wed 06/15/22 - start 4" pipe demo 3 guys x 4 hrs  
thurs 06/16/22 - demo 10" and 4" pipe 2 guys x 8 hrs  
fri 06/17/22 - finish demo of 10" and 4" pipe 2 guys x 6 hrs  
mon 06/20/22 - pull pipe out of basement 2 guys x 4 hrs

total 48 hrs

PLEASE REPLY

NO REPLY NECESSARY

SIGNED

*Willi Peto* CDMSMTH



**CHANGE ORDER SUBMISSION FORMAT CONTINUED:**

6. **"FILED SUB ALLOWED 15% O&P Mark Up - MISC. LUMP SUM SERVICES**      5% x ITEM 5.:

7. **SUB TOTAL "FILED SUB CONTRACTOR" LINE ITEMS 4., 5. & 6.:**      SUB TOTAL: \$

8. **INSURANCE AND TAXES ON "FILED SUB CONTRACTOR" DIRECT LABOR ONLY:**

A. Insurance And Taxes At 30% (Enter 30% x Total of Item 1.):       x ITEM 1.: \$

*OR*

B. Employee Benefits	<u>42.66%</u>
Federal FICA	<u>6.20%</u>
Federal Medicare	<u>1.45%</u>
Federal Unemployment	<u>0.17%</u>
State Unemployment	<u>1.04%</u>
Workers Compensation	<u>2.05%</u>
Contractor's Liability	<u>0.95%</u>

x ITEM 1.: \$

9. **OTHER APPROVED "FILED SUB CONTRACTOR" DIRECT LABOR FRINGE BENEFITS:**

(i.e.: Apprentice Training, Education Fund, Legal, Travel, ETC.)

FRINGE BENEFITS: \$

10. **OVERHEAD AND PROFIT OF "FILED SUB CONTRACTOR":**

**FILED SUB**  
20% x ITEM 4: \$

11. **TOTAL OF ITEMS 7., 8. (A. or B.), 9. and 10.**

**TOTAL COST OF WORK PERFORMED BY "FILED SUB CONTRACTOR":**

TOTAL "FILED SUB CONTRACTOR" COST: \$ <input type="text" value="1,372.17"/>
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# Amp Electrical, Inc.

COMMERCIAL & INDUSTRIAL  
ELECTRICAL INSTALLATIONS & REPAIR

**24HR  
SERVICE**

MA LIC#18272 A    CTLIC# 0190381-E1    NH LIC# 13301 M    ME LIC# MS60018526    VT LIC# EM-05518

**TERMS:** These terms and conditions will be applicable to the Buyer's purchase from Amp Electrical, Inc. (Seller). The Seller's offer to the Buyer is expressly conditioned upon the Buyer's acceptance of these terms and conditions, and the Seller hereby gives notice that it objects to any additional or different terms in the Buyer's documents. This document and others specifically identified as part of the Seller's proposal constitute the entire agreement, and may not be modified except by a written amendment signed by the Seller. The Buyer's order or payment shall constitute acceptance of the proposal and these terms and conditions.

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ALL WARRANTIES ARE CONTINGENT UPON BUYER MAINTAINING ALL ROUTINE SERVICE PER MANUFACTURER REQUIREMENTS.

NO EXPRESS WARRANTIES AND NO IMPLIED WARRANTIES, WHETHER FOR MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OR OTHERWISE (EXCEPT AS TO TITLE), OTHER THAN THOSE SET FORTH ABOVE SHALL APPLY TO PRODUCTS OR SERVICES SOLD BY THE SELLER, AND NO ALTERATION OR MODIFICATION OF THE FOREGOING SHALL BE BINDING AGAINST THE SELLER UNLESS SIGNED BY AN EXECUTIVE OFFICER OF THE SELLER.

**LIMITATIONS OF LIABILITY AND LIMITATION OF ACTIONS:** WHETHER OR NOT CAUSED BY THE SELLER'S NEGLIGENCE, SELLER SHALL NOT BE LIABLE FOR ANY DAMAGES THAT EXCEED AN AMOUNT EQUAL TO TEN PERCENT OF THE CONTRACT PRICE CONTAINED IN THIS AGREEMENT, OR FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED. SELLER'S OBLIGATION TO REPAIR OR REPLACE AS SET FORTH ABOVE SHALL BE THE BUYER'S SOLE AND EXCLUSIVE REMEDY FOR BREACH OF WARRANTY OR NEGLIGENCE. IF SELLER FAILS TO REPAIR OR REPLACE AS AFORESAID, SELLER'S ENTIRE LIABILITY SHALL NOT EXCEED THE SELLER'S PRICE FOR THE DEFECTIVE ITEM. ANY LEGAL PROCEEDING BROUGHT UNDER OR AS A RESULT OR ARISING OUT OF THIS AGREEMENT MUST BE BROUGHT WITHIN ONE YEAR AFTER THE CAUSE OF THE ACTION ARISES.

**SELLER'S PROPRIETARY RIGHTS:** The Seller, its suppliers and principals retain ownership of designs, specifications, and technical information. Any proprietary data of the Seller, its suppliers and principals disclosed to the Buyer will be retained in confidence and used only in connection with this Agreement, unless such data or information can be shown to have been known to Buyer from other sources who have lawfully obtained such information and conveyed it to Buyer.

**GENERAL:** This agreement shall be governed by the laws of the State of Massachusetts, USA. Any dispute or controversy between Seller and Buyer involving the services and/or the terms of this agreement shall be settled by arbitration to be held in the City of Springfield, State of Massachusetts, in accordance with the rules of the American Arbitration Association. Any arbitration proceedings pursuant to this Section shall be conducted on an expedited basis. The arbitration order shall be a final order and not appealable. The arbitration costs for filing fee and arbitrators for any such arbitration shall be equally split between Seller and the Buyer. The Buyer may not assign this agreement without the Seller's written consent. Unless otherwise stated, the Seller's proposal is valid for 30 days. After acceptance, all changes must be in writing and agreed upon by both parties. Stenographic and clerical errors are subject to correction. Each party shall promptly notify the other when the error is identified.

**ACCEPTANCE:** You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which we agree to pay the amount mentioned in said proposal and according to the terms thereof.

Buyer: \_\_\_\_\_

Signature: [Handwritten Signature]

Print Name & Title: Ryan Norton Super WBC

Date: 07/05/22

PO#: \_\_\_\_\_









# Amp Electrical, Inc.

COMMERCIAL & INDUSTRIAL  
ELECTRICAL INSTALLATIONS & REPAIR

24HR  
SERVICE

MA LIC#18272 A CT LIC# 0190381-E1 NH LIC#13301 M ME LIC# MS60018526 VT LIC# EM-05518

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**ACCEPTANCE:** You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which we agree to pay the amount mentioned in said proposal and according to the terms thereof.

Buyer: \_\_\_\_\_

Signature: Tim Lightman

Print Name & Title: Tim Lightman - Plant Operator

Date: 5/9/22

PO#: \_\_\_\_\_









# Amp Electrical, Inc.

COMMERCIAL & INDUSTRIAL  
ELECTRICAL INSTALLATIONS & REPAIR

24HR  
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ALL WARRANTIES ARE CONTINGENT UPON BUYER MAINTAINING ALL ROUTINE SERVICE PER MANUFACTURER REQUIREMENTS.

NO EXPRESS WARRANTIES AND NO IMPLIED WARRANTIES, WHETHER FOR MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OR OTHERWISE (EXCEPT AS TO TITLE), OTHER THAN THOSE SET FORTH ABOVE SHALL APPLY TO PRODUCTS OR SERVICES SOLD BY THE SELLER, AND NO ALTERATION OR MODIFICATION OF THE FOREGOING SHALL BE BINDING AGAINST THE SELLER UNLESS SIGNED BY AN EXECUTIVE OFFICER OF THE SELLER.

**LIMITATIONS OF LIABILITY AND LIMITATION OF ACTIONS:** WHETHER OR NOT CAUSED BY THE SELLER'S NEGLIGENCE, SELLER SHALL NOT BE LIABLE FOR ANY DAMAGES THAT EXCEED AN AMOUNT EQUAL TO TEN PERCENT OF THE CONTRACT PRICE CONTAINED IN THIS AGREEMENT, OR FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED. SELLER'S OBLIGATION TO REPAIR OR REPLACE AS SET FORTH ABOVE SHALL BE THE BUYER'S SOLE AND EXCLUSIVE REMEDY FOR BREACH OF WARRANTY OR NEGLIGENCE. IF SELLER FAILS TO REPAIR OR REPLACE AS AFORESAID, SELLER'S ENTIRE LIABILITY SHALL NOT EXCEED THE SELLER'S PRICE FOR THE DEFECTIVE ITEM. ANY LEGAL PROCEEDING BROUGHT UNDER OR AS A RESULT OR ARISING OUT OF THIS AGREEMENT MUST BE BROUGHT WITHIN ONE YEAR AFTER THE CAUSE OF THE ACTION ARISES.

**SELLER'S PROPRIETARY RIGHTS:** The Seller, its suppliers and principals retain ownership of designs, specifications, and technical information. Any proprietary data of the Seller, its suppliers and principals disclosed to the Buyer will be retained in confidence and used only in connection with this Agreement, unless such data or information can be shown to have been known to Buyer from other sources who have lawfully obtained such information and conveyed it to Buyer.

**GENERAL:** This agreement shall be governed by the laws of the State of Massachusetts, USA. Any dispute or controversy between Seller and Buyer involving the services and/or the terms of this agreement shall be settled by arbitration to be held in the City of Springfield, State of Massachusetts, in accordance with the rules of the American Arbitration Association. Any arbitration proceedings pursuant to this Section shall be conducted on an expedited basis. The arbitration order shall be a final order and not appealable. The arbitration costs for filing fee and arbitrators for any such arbitration shall be equally split between Seller and the Buyer. The Buyer may not assign this agreement without the Seller's written consent. Unless otherwise stated, the Seller's proposal is valid for 30 days. After acceptance, all changes must be in writing and agreed upon by both parties. Stenographic and clerical errors are subject to correction. Each party shall promptly notify the other when the error is identified.

**ACCEPTANCE:** You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which we agree to pay the amount mentioned in said proposal and according to the terms thereof.

Buyer: \_\_\_\_\_  
Signature: Ryan Norden  
Print Name & Title: Supervisor  
Date: 02/03/22  
PO#: \_\_\_\_\_





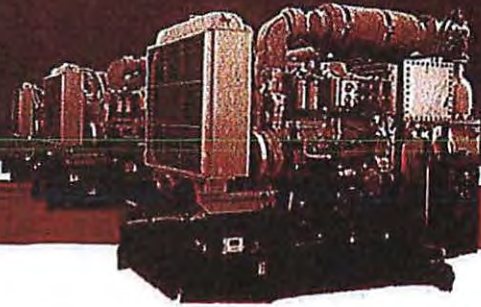
## Amp Electrical, Inc.

24 Hour Service - Commercial - Industrial  
Electrical Installations and Repair

MA LIC# 18272-A CT LIC# 0190381-E1 ME LIC# MS60018526  
VT LIC# EM-0551B NH LIC# 13301-M

1420 Union Street  
West Springfield, MA 01089

Phone: (413) 731-0009  
Fax: (413) 731-0008



July 20, 2022

**Customer: Winston Builders Corporation**

Contact: C1561 T&M-001

Project: Town of Ayer WWTF Upgrades

The total price for the above referenced project includes the following major items.

- De-energize lighting Ckt and remove lights and supports. Demo Conduit and supports. Save all Ckt off.

**The cost for this work will be \$1,620.00**

Not included:

- N/A

If you have any questions, please feel free to contact me at 413-731-0009

Best regards,

Thane D. Yorke

**Amp Electrical, Inc.**

**Covid 19 Restrictions:**

- Amp will take the necessary precautions as recommended by the CDC as of the date of this quote. Any restriction imposed by the Federal, State or local authorities and Suez that cause extended project duration and/or scheduling conflicts will be handled by change orders as required.

**TERMS:** These terms and conditions will be applicable to the Buyer's purchase from Amp Electrical, Inc. (Seller). The Seller's offer to the Buyer is expressly conditioned upon the Buyer's acceptance of these terms and conditions, and the Seller hereby gives notice that it objects to any additional or different terms in the Buyer's documents. This document and others specifically identified as part of the Seller's proposal constitute the entire agreement and may not be modified except by a written amendment signed by the Seller. The Buyer's order or payment shall constitute acceptance of the proposal and these terms and conditions.

**PRICE AND PAYMENT TERMS:** The buyer agrees to pay the contract price stated in the quotation, or if none is stated, the Seller's current material, expense, services prices and labor rates in effect at the time of delivery. Where applicable, the Buyer agrees to pay for the additional items below, unless specifically included in the contract price: Payment is due net 30 from invoice date: Monthly progress billing will apply to projects in excess of an overall 1 month schedule. A service fee for any invoice not paid within 30 days after invoice, calculated at 1 1/2% per month of the outstanding balance, plus, reasonable and necessary collection costs incurred by the Seller, including attorney fees and litigation

expenses. The price of additional equipment, services and charges necessary to complete the project made necessary by incomplete or inaccurate information supplied by the Buyer, or due to the Buyer's changes or delays. Seller will advise Buyer in advance of any such additional charges.

**TERMINATION AND CANCELLATION:** In the event that the Buyer cancels all or part of this agreement (except for Seller's material breach), Seller shall be entitled to recover its total costs, including general, overhead and profit for the work performed. Seller shall apply contract payments received to its costs and be given immediate access to Buyer's facilities to recover shipped materials.

**WARRANTY:** For equipment manufactured or supplied by the Seller's vendors, the Seller passes to the Buyer the licenses and warranty it receives to the maximum extent it is able. Extended warranty and or service agreements available from suppliers shall be offered to the Buyer upon request. The services provided by Amp Electrical, Inc. are warranted to be free from material defects in workmanship, and shall conform to the specifications. Amp Electrical, Inc. shall, at its expense, investigate, remedy and or re-perform the services upon notice of alleged defect, such notice to be within 1 year of installation. Buyer shall provide reasonable documentation of such alleged defect and allow the Seller full access to investigate and remedy it. Each system shall irrevocably be deemed accepted 30 days from installation unless Seller receives notice of defect under the warranty within 1 year.

ALL WARRANTIES ARE CONTINGENT UPON BUYER MAINTAINING ALL ROUTINE SERVICE PER MANUFACTURER REQUIREMENTS.

NO EXPRESS WARRANTIES AND NO IMPLIED WARRANTIES, WHETHER FOR MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE OR OTHERWISE (EXCEPT AS TO TITLE), OTHER THAN THOSE SET FORTH ABOVE SHALL APPLY TO PRODUCTS OR SERVICES SOLD BY THE SELLER, AND NO ALTERATION OR MODIFICATION OF THE FOREGOING SHALL BE BINDING AGAINST THE SELLER UNLESS SIGNED BY AN EXECUTIVE OFFICER OF THE SELLER.

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**GENERAL:** This agreement shall be governed by the laws of the State of Massachusetts, USA. Buyer and Seller confess to personal jurisdiction in the courts of the Commonwealth of Massachusetts and venue in the County of Hampden. The Buyer may not assign this agreement without the Seller's written consent. Unless otherwise stated, the Seller's proposal is valid for 30 days. After acceptance, all changes must be in writing and agreed upon by both parties. Stenographic and clerical errors are subject to correction. Each party shall promptly notify the other when the error is identified.

**ACCEPTANCE:** You are hereby authorized to furnish all materials and labor required to complete the work mentioned in the above proposal for which we agree to pay the amount mentioned in said proposal and according to the terms thereof.

Seller: _____	Buyer: _____
Signature: _____	Signature: _____
Print Name & Title: _____	Print Name & Title: _____
Date: _____	Date: _____
PO#: _____	PO#: _____



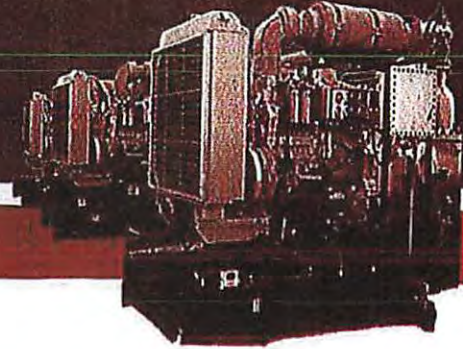


**Amp Electrical, Inc.**  
 24 Hour Service - Commercial - Industrial  
 Electrical Installations and Repair

MA Lic # 18272A CT Lic # E1-0190381 ME Lic # MS60018526

1420 Union Street  
 West Springfield, MA 01089

Phone: (413) 731 0009  
 Fax: (413) 731 0008



**T&M# 001**

**1. DIRECT LABOR: "FILED SUB CONTRACTOR":**

To include: Prevailing Wage Per Specifications or Verified Union Base Wage, Health/Welfare, Pension and Annuities

Trade	Classification	No. of Workers	Total Hrs. Worked	Pay Per Hour	Total Cost
Electrician	Foreman	1	9.25	\$ 74.00	\$ 684.50
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -

TOTAL LABOR COST: \$ 684.50

**2. MATERIALS: "FILED SUB CONTRACTOR":**

Type of Material	Quantity	Item Price	Total Cost
Conduit and wiring misc material			\$ 5.39
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -

TOTAL MATERIALS COST: \$ 5.39

**3. EQUIPMENT: "FILED SUB CONTRACTOR":**

Type of Equipment	Hours Required	Cost per Unit per hr.	Total Cost
Tools & Equipment	1	\$ 18.00	\$ 18.00
Company Van	9.25	\$ 30.00	\$ 277.50
			\$ -
			\$ -
			\$ -

TOTAL EQUIPMENT COST: \$ 295.50

**4. SUB TOTAL "FILED SUB CONTRACTOR" COST FOR ITEMS 1., 2. & 3.:**

SUB TOTAL: \$ 985.39

**5. MISC. LUMP SUM SERVICES PROVIDED TO "FILED SUB CONTRACTOR" (POLICE DETAIL, UTILITIES, LUMP SUM SUB SUB WORK, ETC.):**

Type of Miscellaneous Lump Sum Service	Cost	Total Cost
		\$ -
		\$ -
		\$ -

TOTAL MISC. LUMP SUM SERVICE COST: \$ -





Job ID: JOB-1250  
 Project: C1561-Town of Ayer (Wastewater Treatment Facility - FY2020 Improvements)



CO: CO-0003: Additional Demo for HVAC Units

**Takeoff**

Vendor: GB\_SPR Labor Level: AMP ELECTRIC A 13 Jul 2022 12:55:00

Phase: FIXTURES

Item #	Qty	U/M	Q/M	Size	Description	Material Unit	Material Result	Labor Unit	Labor Result
100692	1.00	FT	M	YELLOW	3/4" COLOR CODING TAPE	0.0602	0.06	3.0000	3.00
100087	12.00	EA	M	#18 to 8	WIRE-NUT MED - RED	0.1595	1.91	0.2500	3.00
150231	1.00	EA	M		4" OCT FLAT BLANK COVER	3.4130	3.41	3.2500	3.25
<b>Phase Totals:</b>							<b>5.39</b>		<b>9.25</b>
<b>Job Totals:</b>							<b>5.39</b>		<b>9.25</b>

AMP ELECTRICAL

, NC

Phone: 704-372-3040 EXT 2  
 Web:





**Item 5**

**Lintel over Louver**



*Winston Builders Corporation*

Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

---

**Change Order Request  
December 16th, 2022 #4**

**To:** CDM Smith  
75 State Street Suite 701  
Boston, Ma, 02109

**Re:** T&M for Lintel

**Attn:** Tom Casey

**Contractor Scope:**

- Install Lintel over louver opening

<i>Contractor:</i>	<i>\$ 5,033</i>
<i>M/U: 15%</i>	<i>\$ 755</i>
<i>Bond 1.75%</i>	<i>\$ 100</i>
<i>Contractor Total:</i>	<i>\$ 5,888</i>

**Change Order Total: \$ 5,888**

Respectfully,

Nicholas Brecken  
Project Engineer  
Winston Builders Corporation

Please find back up information attached





P.O Box 990  
 Westborough, Ma, 01581  
 (508)-366-1767

Change Order Back up  
**Cross Connection Removal**

LABOR:	Hours	Wage	Labor Burdan 69.72%	Total per hour	Cost
Laborer	36	\$62.90	\$43.85	\$106.75	\$3,843.14
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
<b>LABOR TOTAL</b>					<b>\$3,843.14</b>

MATERIAL:	Quantity	Unit	Cost	Total Cost
Lintel	1	EA	\$940	\$940.00
Misc. Material	1	EA	\$250	\$250.00
				\$0.00
				\$0.00
<b>TOTAL</b>				<b>\$1,190.00</b>

EQUIPMENT:	Hours	Per Hour Cost	Total Cost
			\$0
			\$0
			\$0
			\$0
<b>TOTAL</b>			<b>\$0</b>

SUB-CONTRACTOR TOTAL COST:  
 CONTRACTOR TOTAL COST: \$5,033.14  
**TOTAL COST: \$5,033**



# CENTRAL STEEL SUPPLY COMPANY

Where Service & Steel Come Together

Central Steel Supply Co Inc  
85 Ames St  
Marlborough, MA 01752  
Phone: 800-345-3232  
Fax: 508-460-2014  
www.centralsteelsupply.com

Remit To:  
PO Box 75149  
Chicago, IL 60675-5149

December 12, 2022  
4:11:27PM  
Page 1 of 1

Invoice No: 130050

Bill To: WINSTON BUILDERS  
PO BOX 990  
WESTBOROUGH, MA 01581

Ship To: Waste Water Building  
25 Brook Street  
Ayer, MA

Customer P.O.#: 23 Brook St/Ayer  
Terms: COD  
Salesperson 1: Patricia Gladu

Sales Order No: 123461  
F.O.B.: Destination  
Salesperson 2: Ed Sanders

Invoice Date: 12/12/22  
Ship Via: Central/Rte 2

BO Qty	Shipped	Description	Width	Length	Weight	Price	UM	Extension	Tax
----- BOL No: 111813 -----									
1		HR PLATE 3/8 C A36 Plasma Cut: 1 @ 14-1/4" X 116" With Holes per Drawing  Bend: 1 @ 7-1/2" x 7-1/2" X 112"  Galvanize	24"	120"	306.14	\$940.00	A	\$940.00	T
1		CAD Design				\$40.00	A	\$40.00	T
1		HR ANGLE 4 X 4 X 1/2 A36 Holes per Drawing  Galvanize		120"	128.04	\$390.00	A	\$390.00	T
1		HR ANGLE 8 X 4 X 1/2 A36 Drill Holes per Drawing  Galvanize		120"	195.96	\$760.00	A	\$760.00	T
1		Handling Charge				\$19.95	E	\$19.95	T
5		Invoice Totals			630.14				

**Messages:**

Please verify that all information on your quote/order is correct, including the shipping address.

Subtotal Taxable \$2,149.95

Massachusetts Tax \$134.38

Total \$2,284.33

RECEIVED

DEC 16 2022

Please make note of our new remit to address  
Did you know that Central Steel Supply offers paperless billing? Please email [ar@centralsteelsupply.com](mailto:ar@centralsteelsupply.com) or call 508-573-5306 for more information

**Item 6**

**GBT Sludge Load Out Panel**





Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

---

**Change Order Request  
January 20th, 2023 #7**

**To:** CDM Smith  
75 State Street Suite 701  
Boston, Ma, 02109

**Re:** GBT Sludge Load Out Panel

**Attn:** Tom Casey

**Contractor Scope:**

- Changing the sludge load out panel

---

<i>Sub-contractor:</i>	\$ 3,130
<i>M/U: 5%</i>	\$ 156
<i>Bond 1.75%</i>	<u>\$ 58</u>
<i>Contractor Total:</i>	\$ 3,344

**Change Order Total: \$ 3,344**

Respectfully,

Nicholas Brecken  
Project Engineer  
Winston Builders Corporation

Please find back up information attached

# QUOTATION

Quote Number 16947

Quote Version 1.0

R.E. Erickson., Inc. - Instruments and Controls

595 PROVIDENCE HWY. WALPOLE, MASS 02081 PHONE (508) 668-9330

FAX (508) 660-2032

TO: Winston Builders  
55 Hopkinton Rd.  
Westboro, MA 01581

DATE: 1/20/2023

Attn: Jeff Nyren

REFERENCE:  
Ayer, MA WW

We submit the following prices on the equipment noted:

Page 1 of 1

Project: WWTF Improvements, Ayer, MA  
Replacement OIT for the Sludge Loadout Local Control Panel  
Engineer: CDMSmith

- 1 C-More Operator Interface Terminal 10", color/touch.  
Part #EA9-T10CL
- 1 General installation.

Included:

- \*All required wiring diagram As-Built updates.
- \*All required O&M updates.
- \*Freight.
- \*One year warranty.

Not Included:

- \*OEM programming software or communications cables.
- \*Spare parts of any kind.

Total Net Price \$3,130.00

This quotation is for acceptance within 30 days and is subject to change without notice.  
If this proposal meets with your approval your purchase order should be made out to:

R. E. ERICKSON CO., INC.  
595 PROVIDENCE HWY WALPOLE,  
MASS. 02081.

Terms Net 30 Days

F.O.B. Factory

Shipment ASAP

R.E. ERICKSON CO., INC,

By G Roy

Sig

# C-more Operator Panels Overview

## Getting started

Installing the software and configuring the C-more panel is simple. You will need the following to successfully connect, configure and send a project to the panel:

- C-more HMI - 6in, 7in wide, 8in, 10in, 10in wide, 12in, 15in or [EA9-RHMI](#)
- C-more Programming Software, p/n [EA9-PGMSW](#)
- C-more programming cable, USB or Ethernet
- 12-24 VDC switching power supply or the optional C-more AC Power Adapter, p/n [EA-AC](#)
- Personal Computer - to run C-more programming software
- PLC communications cable (serial or Ethernet) to connect the C-more HMI to your controller

Part Number	Description
<a href="#">EA9-T6CL-R</a>	C-more EA9 series touch screen HMI, 6in color TFT LCD, analog resistive, 320 x 240 pixel, QVGA, LED backlight, (1) serial, (2) USB ports and (1) memory card slot.
<a href="#">EA9-T6CL</a>	C-more EA9 series touch screen HMI, 6in color TFT LCD, analog resistive, 320 x 240 pixel, QVGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (1) memory card slot and (1) audio line out.
<a href="#">EA9-T7CL-R</a>	C-more EA9 series touch screen HMI, 7in color TFT LCD, analog resistive, widescreen, 800 x 480 pixel, WVGA, LED backlight, (1) serial, (1) Ethernet, (2) USB ports and (1) memory card slot.
<a href="#">EA9-T7CL</a>	C-more EA9 series touch screen HMI, 7in color TFT LCD, analog resistive, widescreen, 800 x 480 pixel, WVGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (1) memory card slot and (1) audio line out.
<a href="#">EA9-T8CL</a>	C-more EA9 series touch screen HMI, 8in color TFT LCD, analog resistive, 800 x 600 pixel, SVGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (1) memory card slot and (1) audio line out.
<a href="#">EA9-T10CL</a>	C-more EA9 series touch screen HMI, 10in color TFT LCD, analog resistive, 800 x 600 pixel, SVGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (1) memory card slot and (1) audio line out.
<a href="#">EA9-T10WCL</a>	C-more EA9 series touch screen HMI, 10in color TFT LCD, analog resistive, widescreen, 1024 x 600 pixel, WSVGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (1) memory card slot and (1) audio line out.
<a href="#">EA9-T12CL</a>	C-more EA9 series touch screen HMI, 12in color TFT LCD, analog resistive, 800 x 600 pixel, SVGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (2) memory card slots, (1) HDMI video out and (1) audio line out.
<a href="#">EA9-T15CL-R</a>	C-more EA9 series touch screen HMI, 15in color TFT LCD, analog resistive, 1024 x 768 pixel, XGA, LED backlight, (1) serial, (1) Ethernet, (2) USB ports and (2) memory card slots.
<a href="#">EA9-T15CL</a>	C-more EA9 series touch screen HMI, 15in color TFT LCD, analog resistive, 1024 x 768 pixel, XGA, LED backlight, (3) serial, (1) Ethernet, (2) USB ports, (2) memory card slots, (1) HDMI video out and (1) audio line out.
<a href="#">EA9-RHMI</a>	C-more EA9 series headless HMI, (2) serial, (1) Ethernet and (2) USB ports, (1) HDMI audio/video out and (1) memory card slot.
<a href="#">EA9-PGMSW</a>	C-more Windows programming software, CD or free download. For use with C-more EA9 series touch panels. Requires USB or Ethernet connection to touch panel.
<a href="#">USB-CBL-AB3</a>	AutomationDirect programming cable, USB A to USB B, 3ft cable length. For use with C-more HMIs, Do-more and Productivity series CPUs and most USB devices.
<a href="#">USB-CBL-AB6</a>	AutomationDirect programming cable, USB A to USB B, 6ft cable length. For use with C-more HMIs, Do-more and Productivity series CPUs and most USB devices.
<a href="#">USB-CBL-AB10</a>	AutomationDirect programming cable, USB A to USB B, 10ft cable length. For use with C-more HMIs, Do-more and Productivity series CPUs and most USB devices.
<a href="#">USB-CBL-AB15</a>	AutomationDirect programming cable, USB A to USB B, 15ft cable length. For use with C-more HMIs, Do-more and Productivity series CPUs and most USB devices.



# C-more Selection Guide & Specifications

Specification	Model	8" TFT color w/ full features	10" TFT color w/ full features	10" TFT color Widescreen w/ full features
Part Number		EA9-T8CL	EA9-T10CL	EA9-T10WCL
Display Actual Size and Type		8.4" TFT color	10.4" TFT color	10.1" TFT color
Display Viewing Area		6.71" x 5.03" [170.4 mm x 127.8mm]	8.31" x 6.24" [211.2 mm x 158.4 mm]	8.77" x 4.93" [222.7 mm x 125.3 mm]
Weight		2.93 lb [1330g]	4.19 lb [1900g]	2.43 lb [1100g]
Screen Pixel		800 x 600 (SVGA)		1024 x 600 (WSVGA)
Display Brightness		310 nits (typ)	280 nits (typ)	240 nits (typ)
LCD Panel Dot Pitch		0.213 mm x 0.213 mm	0.264 mm x 0.264 mm	0.218 mm x 0.209 mm
Color Scale		65,536 colors		
Backlight Average Lifetime*		50,000 hours @ 25°C		
Touch Panel Type**		Four-wire analog resistive, single touch		
Project Memory		26MB		
Number of Screens		Up to 999 screens - limited by project memory		
Realtime Clock		Realtime clock built into panel, backed up for 30 days at 25°C		
Calendar - Month / Day / Year		Yes - monthly deviation 60sec (Reference)		
Serial Port 1		15-pin D-sub female - RS232C, RS-422/485		
Serial Port 2		3-wire terminal block - RS-485		
Serial Port 3		RJ-12 modular jack - RS-232C		
USB Port - Type B		USB 2.0 High speed (480 Mbps) Type B - Download Program - Max. cable length 15-feet		
USB Port - Type A		USB 2.0 High speed (480 Mbps) Type A - for USB device options - Max. cable length 15-feet - Bus Power - Less than 200mA at 5VDC		
Ethernet Port		10/100 Base-T, auto MDI/MDI-X		
Ethernet Port - Expansion Module		EA-ECOM		
Audio Line Out		3.5 mm mini jack - requires amplifier and speaker(s)		
Mic In (Future)		3.5 mm mini jack		
SD Card Slot		1 slot supports max 2GB (SD), max 32GB (SDHC)		
HDMI Video Out		N/A		
Supply Power		10-2-26.4 VDC Class 2, Use Class2 and SELV (Safety Extra-Low Voltage) Circuit and Limited Energy Circuit (LEC), or use the AC/DC Power Adapter, EA-AC, to power the touch panel from a 100-240 VAC, 50/60 Hz power source. Reverse Polarity Protected		
Power Consumption		18.0 W 1.50 A @ 12VDC 0.75 A @ 24VDC		17.0 W 1.42A @ 12 VDC 0.71A @ 24 VDC
Internal Fuse (non-replaceable)		6.3 A		
Altitude		Up to 2000m (6562ft)		
Operating Temperature		0 to 50°C (32 to 122°F) Maximum surrounding air temperature rating: 50°C (122°F) IEC 60068-2-14 (Test Nb, Thermal Shock)		
Storage Temperature		-20 to +60°C (-4 to +140°F) IEC 60068-2-1 (Test Ab, Cold) IEC 60068-2-2 (Test Bb, Dry Heat) IEC 60068-2-14 (Test Na, Thermal Shock)		
Humidity		5-95% RH (non-condensing)		
Environment		For use in Pollution Degree 2 environment, no corrosive gases permitted		
Noise Immunity		(EN61131-2), EN61000-4-2 (ESD), EN61000-4-3 (RFI), EN61000-4-4 (FTB), EN61000-4-5 (Serge), EN61000-4-6 (Conducted) EN61000-4-8 (Power frequency magnetic field immunity) (Local Test) RFI, (145MHz, 440Mhz 10W @ 10cm), Impulse 1000V @ 1µs pulse		
Withstand Voltage		1000VAC, 1min. (FG to Power supply)		
Insulation Resistance		> 10M ohm @ 500VDC (FG to Power supply)		
Vibration		IEC60068-2-5 (Test Fc)		
Shock		IEC60068-2-27 (Test Ea)		
Emission		EN55011 Class A (Radiated RF emission)		
Enclosure		NEMA 250 type 4/4X indoor use only UL50 type 4X indoor use only IP-65 indoor use only (When mounted correctly)		
Agency Approvals		UL508, E157382 CE (EN61131-2), RoHS (2011/65/EU) CUL Canadian C22.2		



# C-more 10" TFT Color Touch Panel - Full Model

**EA9-T10CL**

C-more EA9 series touch screen interface panel, 10-inch color TFT (10.4 inch viewable screen), 64K colors, 800 x 600 pixel SVGA screen resolution, 800MHz CPU, 12-24 VDC powered, NEMA 4/4X, IP65 (when mounted correctly; for indoor use only), non-replaceable LED backlight. Includes (3) serial ports, USB 2.0 Type A and B ports and Ethernet port; supports SD memory card. Compatible with [EA9-PGMSW](#) programming software version 5.0 or later.



## Features

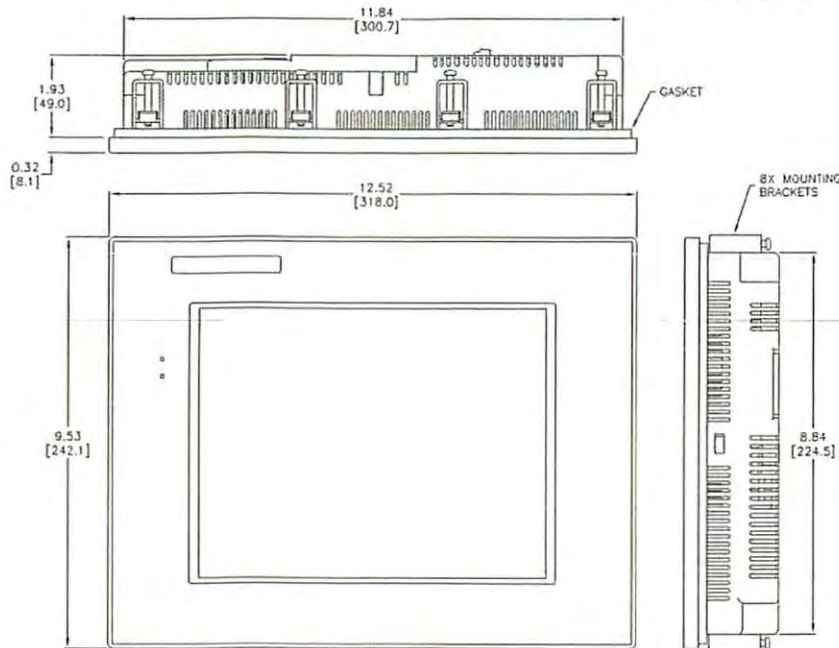
- 10.4" diagonal color TFT (Thin Film Transistor) LCD display with 64K colors
- 800 x 600 pixel resolution
- 280 NITS display brightness
- 50,000 hour average backlight half-life
- Analog resistive (1024 X 1024) touch screen allowing unlimited touch areas
- USB port B (program/download) and USB port A (USB device options)
- Ethernet 10/100 Base-T port (program/download & PLC communication)
- Expansion Module Support
- Use [EA-ECOM](#) for second Ethernet Port
- Remote Internet access
- Serial PLC interface (RS-232/422/485)
- One built-in SD memory card slot
- 12-24 VDC powered, 110VAC power adapter (optional)
- Audio Line Out, stereo - requires amplifier and speaker(s)
- 26MB project memory
- Data logging
- 0 to 50°C [32 to 122°F] operating temperature range
- NEMA 4/4X, IP65 compliant when mounted correctly, indoor use only
- Slim design save panel space
- UL, cUL & CE agency approvals
- 2-year warranty from date of purchase



Function	Available
Ethernet	Yes
USB	Yes
SD Card	Yes
Audio Out	Yes
HDMI Video Out	No
Expansion Module	Yes

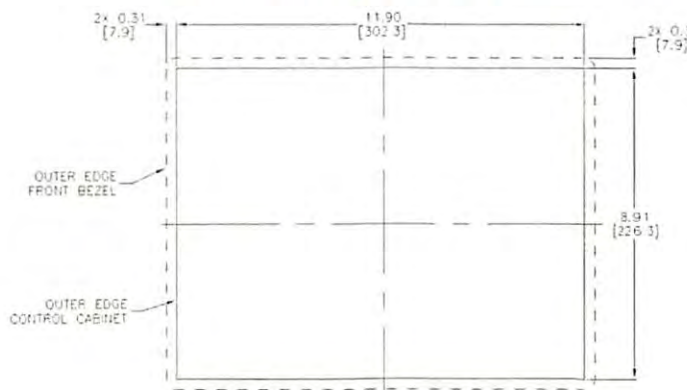
## Dimensions

Units: inches [mm]

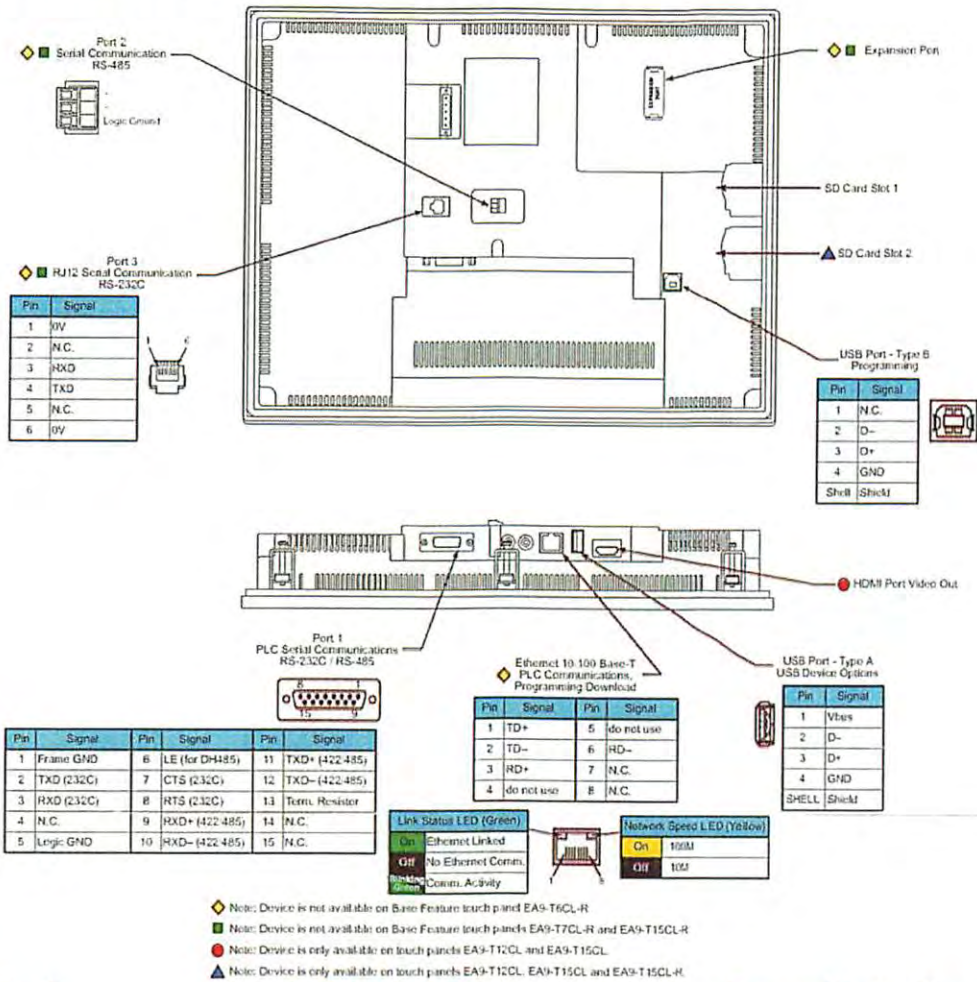


See our website [www.AutomationDirect.com](http://www.AutomationDirect.com) for complete engineering drawings.

## Mounting Cutout



# C-more Communication Ports



## Ethernet Port

The Ethernet port has several uses:

- Download program to panel
- Communicate to PLCs/PCs
- Send e-mail
- Access FTP server
- Act as a Web server
- Remote Internet access

The Ethernet port has an RJ-45 8-wire modular connector with green and yellow LEDs.

- The yellow LED indicates network speed – off for a 10 Mbps connection and illuminated for a 100 Mbps connection.
- The green LED indicates link status and illuminates when a link is established.

Note: EA6-T6CL-R does not include an Ethernet port, and does not have these capabilities.

## Expansion Port

The expansion port supports the [EA-ECOM](#) module to provide a second Ethernet Port for all full featured models.

## USB Port B

Program C-more via the USB programming port. It's fast and easy, with no baud rate settings, parity, or stop bits to worry about. We stock standard USB cables for your convenience. USB Port B can be used to upload or download projects to and from a PC.

## USB Port A

The Universal Serial Bus (USB) Port A is a standard feature on all models and can be used to connect various USB HID (Human Input Device) devices to the panel, such as the following:

- USB flash drives ([USB-FLASH](#))
- USB keyboards
- USB barcode scanners
- USB card scanners

C-more can log data to the USB flash drive as well as load projects to the panel from the pen drive. You can also back up project files and panel firmware.

## Sound Interface (Audio Line Out)

When attached to an amplifier and speaker(s), C-more can play warning sounds or pre-recorded messages such as "conveyor is jammed". C-more supports WAV type files. The output is stereo.

## Serial Port

**Port 1** - Connect to your serial controller network via Port 1. Port 1 is a 15-pin port that supports RS-232 or RS-422/485.

**Port 2** - Connect your RS-485 network via Port 2. Port 2 is provided with a 3-wire removable terminal block.

**Port 3** - Connect to your RS-232C device via Port 3. Port 3 is an RJ12 connection.

## HDMI Video Out

[EA9-T12CL](#) and [EA9-T15CL](#) include an HDMI Type A port to provide video output to a projector or remote monitor.



### Re: Ayer WWTP - OIT replacement

Gary Roy <groy@reericksonco.com>

Fri 1/20/2023 9:47 AM

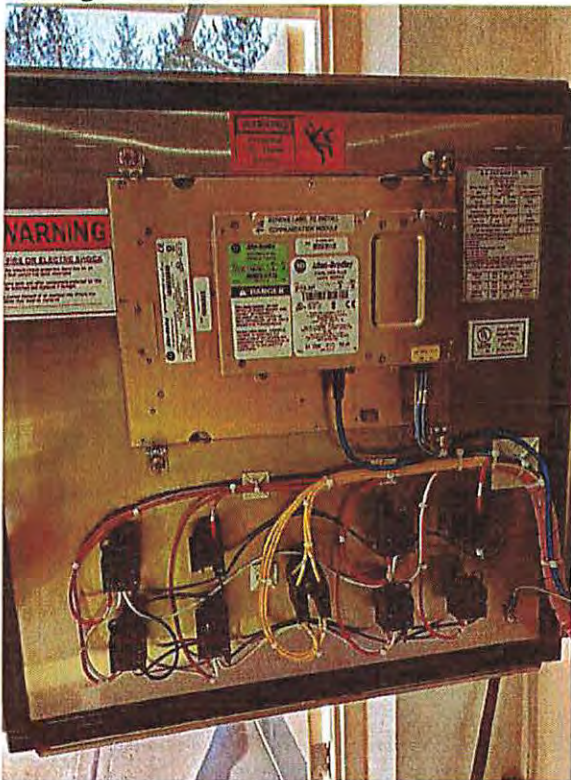
To: Lick, Kyle D. <lickkd@cdmsmith.com>

Cc: Dale Musial <dmsial@reericksonco.com>; Casey, Thomas <CaseyTM@cdmsmith.com>; Dan Dugre <ddugre@reericksonco.com>

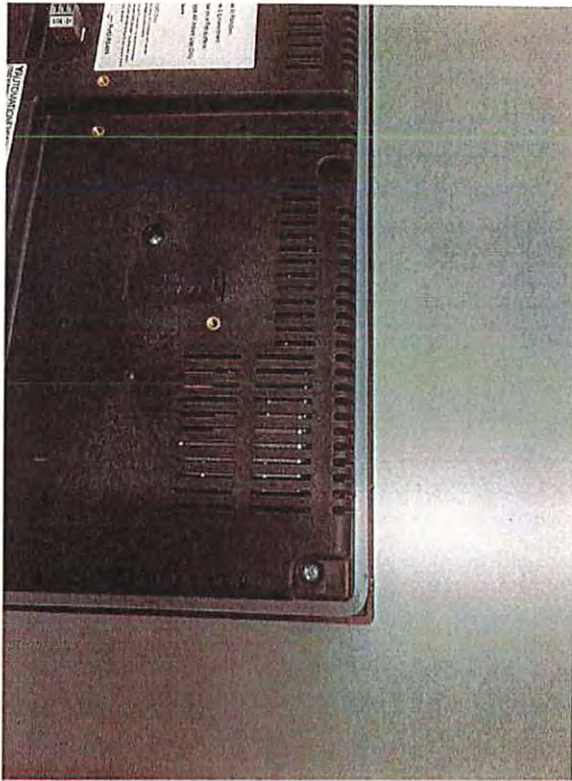
Hi Kyle,

I think it will be fine. You will see in the pictures below that the cutout tolerance my fab shop made for the existing PV OIT is fairly tight and the bezel & gasket around the C-More OIT is rather wide. The numbers and the pics tell me it will work, and we can maintain the 4X integrity of the enclosure as well. A slight cut or two with some filing by Dale should be the trick. Also, the C-More OIT operates on 24VDC @ .75A and the power supply I supplied (2.1A) will not be an issue at all to power the panel load (OIT and Moxa E-Net switch). I'll prepare a CO request today to Winston for the supply and install of the C-More OIT and I will ship the unit I have in stock to your attention today as well. Please have Shawn let me or Dan know if there is anything else that is ready for SU and we'll have Dale attack those items as well since he'll be in town if that's helpful to you and the project schedule.

Existing A-B PV OIT



New C-More OIT



Thanks,



**Gary Roy**

R.E. Erickson Co.

595 Providence Hwy

Walpole, MA 02081

Phone: 508-668-9330

Cell: 508-962-6381

Fax: 508-660-2032

e-mail: [groy@reericksonco.com](mailto:groy@reericksonco.com)

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**From:** Lick, Kyle D. <[lickkd@cdmsmith.com](mailto:lickkd@cdmsmith.com)>

**Sent:** Friday, January 20, 2023 8:20 AM

**To:** Gary Roy <[groy@reericksonco.com](mailto:groy@reericksonco.com)>

**Cc:** Dale Musial <[dmusial@reericksonco.com](mailto:dmusial@reericksonco.com)>; Casey, Thomas <[CaseyTM@cdmsmith.com](mailto:CaseyTM@cdmsmith.com)>

**Subject:** RE: Ayer WWTP - OIT replacement

Gary as a follow up to our call,

The OIT that was removed was model 2711P-T10C4D1 – cutout dimensions shown below



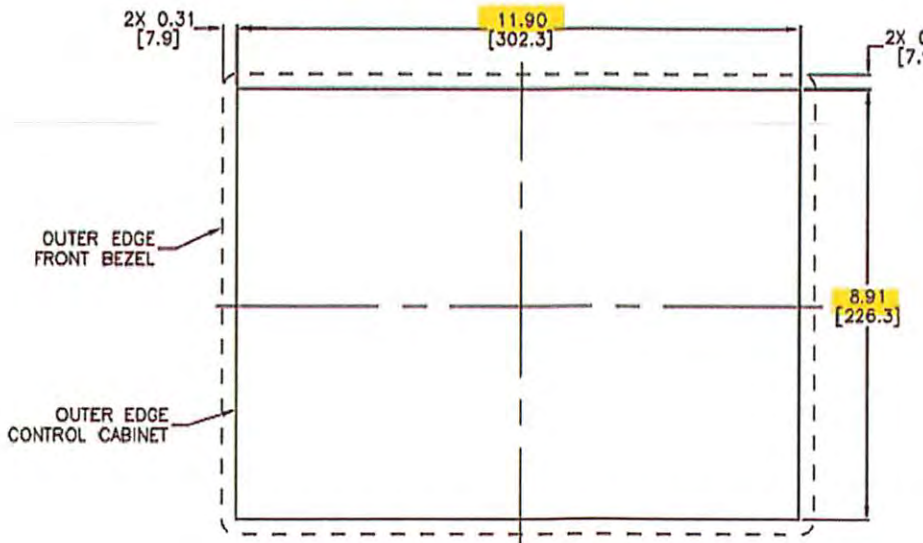
**Cutout Dimensions**

Use the full size template shipped with your terminal to mark the cutout dimensions.

Terminal Type	Height mm (in.)	Width mm (in.)
<b>PanelView Plus 400 and 600 Terminals</b>		
400 Keypad or Keypad and Touch	123 (4.86)	156 (6.15)
600 Keypad or Keypad and Touch	142 (5.61)	241 (9.50)
600 Touch	123 (4.86)	156 (6.15)
<b>PanelView Plus and PanelView Plus CE 700 to 1500 Terminals</b>		
700 Keypad or Keypad and Touch	167 (6.57)	264 (10.39)
700 Touch	154 (6.08)	220 (8.67)
1000 Keypad or Keypad and Touch	224 (8.8)	375 (14.75)
1000 Touch	224 (8.8)	305 (12.00)
1250 Keypad or Keypad and Touch	257 (10.11)	390 (15.35)
1250 Touch and 1250 High-bright Touch	257 (10.11)	338 (13.29)
1500 Keypad or Keypad and Touch	305 (12.00)	419 (16.50)
1500 Touch	305 (12.00)	391 (15.40)

The suggested replacement is Automation Direct EA9-T10CL – cutout dimensions shown below. Looks like Height is 0.1" larger, and width is 0.1" smaller. Hopefully this won't be an issue with the cutout that's already made.

**Mounting Cutout**



I appreciate your help with this. OIT can be shipped to our office so we can program and test.

CDM Smith  
 Attn: Kyle Lick  
 75 State Street, Suite 701  
 Boston, MA 02109  
 617-452-6000

Thank you  
 Kyle



**From:** Lick, Kyle D.  
**Sent:** Friday, January 20, 2023 7:47 AM  
**To:** Gary Roy <groy@reericksonco.com>  
**Cc:** Dale Musial <dmusial@reericksonco.com>; Casey, Thomas <CaseyTM@cdmsmith.com>  
**Subject:** Ayer WWTP - OIT replacement

Hi Gary,

Last week we brought back a Panelview from Ayer WWTP – this OIT was being relocated under the FY2020 upgrade and we had to develop some new screens for it. After powering it up, I learned that the device was too old to upgrade the firmware to any version that is compatible with the new PLC processors that were installed, so our only option is to replace it.

We are going to suggest for the Town to buy a new OIT in its place, and I just wanted to check with you to confirm that there are no issues on your end. I'm thinking that rather than putting in a Panelview Plus 7 Standard, we can go with a cheaper and more readily available device – the recommendation will be for an Automation Direct EA9-T10CL. The mounting dimensions are nearly identical, so I don't think it'll affect the panel cutout.

If you have any concerns with this product recommendation, please let me know.

Thank you  
Kyle D. Lick, P.E.  
Automation Engineer  
CDM Smith  
75 State Street, Suite 701, Boston, MA 02109  
516-730-3923  
[cdmsmith.com](http://cdmsmith.com)



**Item 7**

**Tank Drain/Wet Well Additional Work**



*Winston Builders Corporation*

Contractors – Engineers

P.O. Box 990  
Westborough, MA 01581

Phone (508)-366-1767  
Fax (508)898-3177

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November 22, 2022

CDMSmith  
75 State Street  
Suite 701  
Boston, MA 02109

ATTN: Tom Casey, PE

RE: Ayer WWTF FY 2020  
Wet well upgrade and Vaughn Chopper Pump  
Change order Request - REVISED

Gentlemen:

In accordance with your email dated March 29, 2022, revised CDMSmith drawing S – 4 (dated October 2022), and drawing M – 14 as marked up by you, Winston Builders is pleased to offer the following quotation:

Furnish, install, test, and remove temporary tertiary filter drain piping.

Furnish and install bypass pumping system for a maximum of 56 calendar days.

Clean wet well and prepare for concrete work and testing firm.

Meet with testing firm and CDMSmith to review condition of the wet well prior to proceeding with the work.

Furnish and Install Concrete Work per S - 4

Furnish required electrical work for bypass system.

Furnish and install new piping for chopper pumps

**Total cost = \$177, 570.00**

**Deduct to use Schedule 80 PVC - \$1, 000.00**

**Concrete Lining Repair below 10' – 0" (est 25 SF) - \$135.00/ SF**

**Crack Repair (est 40 LF) - \$100.00/ LF**



We have made the following exclusions/ assumptions in our bid:

No Winter Work

Any liquid requiring disposal will be disposed of on site at no cost.

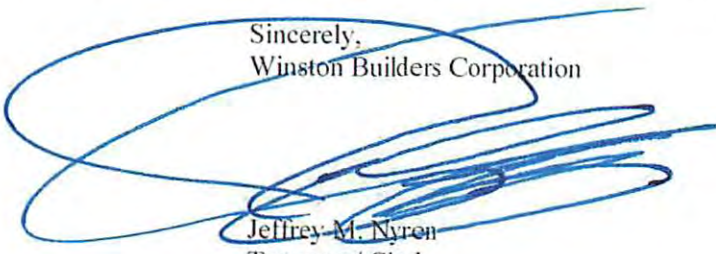
If CDMSmith changes the scope of the bypass, Winston reserves the right to change its price as re – quoted by Rain for Rent. Since night work and emergency work can not be quantified in our bid, we will perform emergency work on a T&M basis.

Power for bypass system will be provided by the town at no cost to Winston.

We have included our estimate and backup attached for your review.

Thank you for the opportunity to quote this work. Please do not hesitate to contact me if you have any questions.

Sincerely,  
Winston Builders Corporation



Jeffrey M. Nyren  
Treasurer/ Clerk

Ayer WWTF Chopper Pump and Wetwell Repairs (revisions 11 - 22 - 2022)

Health and Safety, Misc. Small Tools	\$1,000.00
<b>F&amp;I Tertiary Drain:</b>	
Winston Laborer .5 days to assist with coring	\$421.00
Core Drilling	\$1,150.00
10" Drain Plug	\$802.00
3 sets 4" N.B.G	\$130.00
4" PVC Pipe	\$809.52
Misc. Supports and Hangers	\$250.00
6" C. I. into sludge tank	\$1,894.00
Cost increases (est. 10%)	\$398.00
3 Pipefitter @ \$1, 220/ Man Day (incl tax and ins.)	\$3,660.00
3 Laborer @ \$842.00/ Man Day (incl Tax and Ins.)	\$2,526.00
<b>Furnish and Install Bypass:</b>	
Bypass for 28 day	\$15,440.00
Winston assist with Set Up and Break Down 2 Laborer/ Man Day @ \$842.00	\$1,684.00
Add'l Rental Up to 28 days	\$5,698.00
Bypass maintenance 8 Man Days @ \$842.00/ Man Day	\$4,210.00
<b>Clean Pump Chamber for new work:</b>	
1 Vac Truck - 1 day	\$3,000.00
2 Laborers - 1 day @842.00 hose out and remove debris @ \$842.00/ man-	\$1,684.00
Pressure Washer	\$850.00
2 Laborers - 1 day @842.00 pressure wash	\$1,684.00
<b>Add Winston Cost for Wetwell Repair</b>	\$75,011.00
<b>Add Winston Cost for Piping Replacement</b>	\$9,967.00
Winston Cost	\$132,268.52
Winston Markup - 15%	\$19,712.00
Testing (Completed and Paid)	\$5,740.00
Additional Testing per CDMSmith Request	\$9,100.00
Amp Electrical	\$6,637.00
Subcontractor Markup - 5%	\$1,074.00
Revised Bid Subtotal	\$174,531.52
Bond - \$1.75%	\$3,039.00
Revised Bid	\$177,570.52



North Hampton, NH 03862  
44 Lafayette Rd

**INVOICE**

*copy*

Service Through	Invoice #
8/31/2022	2209048-01

Sent Date	Due Date
9/27/2022	10/27/2022

Bill To:
Winston Builders Nicholas Brecken 55 Hopkinton Rd Westborough, MA 01581
JTC Project: 22-09-048 Ayer WWTF

Client Account/PO#

Terms:

QUANTITY	DATE	DESCRIPTION	RATE	AMOUNT
1	8/8/2022	Petrographic Analysis (Core C-2)	2,350.00	2,350.00
9		Sulfate Content: Three Depths (0-0.5",0.5"-1",1"-1.5") Cores C-1, C-3, C-4	300.00	2,700.00
9		pH Testing: Three Depths (0-0.5",0.5"-1",1"-1.5") Cores C-1, C-3, C-4	30.00	270.00
4		Project Manager Ianello, Ellen	105.00	420.00

**PAID**  
CK. NO. 28636  
DATE 11/1/2022

Past due invoices will be assessed a finance charge of 1.5% per month or 18% annually.

Questions? Please reply to this email or call 603-379-9162.

Thank you for your business!

<b>INVOICE TOTAL</b>	\$5,740.00
Payments/Credits	\$0.00
<b>Current Due</b>	<b>\$5,740.00</b>
Total Due	\$5,740.00



## Nicholas Brecken

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**From:** Ellen Ianello <eianello@consultjtc.com>  
**Sent:** Friday, November 4, 2022 8:59 AM  
**To:** Nicholas Brecken; Marie Shelley; Craig Juelis  
**Subject:** RE: Ayer WWTF FY20 Improvements: Tank Drain/Wet Well Improvements

Nick,

For powder testing the following pricing would apply:

- Sulfate Content Testing = \$450/sample (includes shipping)
- Final Report = \$100

20 samples

Thanks,

Ellen Ianello  
John Turner Consulting, Inc.  
Phone | 603-777-0521

**From:** Nicholas Brecken <Nick.Brecken@winston-builders.com>  
**Sent:** Friday, November 4, 2022 8:50 AM  
**To:** Ellen Ianello <eianello@consultjtc.com>; Marie Shelley <mshelley@consultjtc.com>; Craig Juelis <Craig.Juelis@winston-builders.com>  
**Subject:** RE: Ayer WWTF FY20 Improvements: Tank Drain/Wet Well Improvements

Hi Ellen,

Is the pricing the same even if we are testing a powder from drilling the concrete verses a core sample?

**From:** Ellen Ianello <[eianello@consultjtc.com](mailto:eianello@consultjtc.com)>  
**Sent:** Friday, November 4, 2022 8:49 AM  
**To:** Nicholas Brecken <[Nick.Brecken@winston-builders.com](mailto:Nick.Brecken@winston-builders.com)>; Marie Shelley <[mshelley@consultjtc.com](mailto:mshelley@consultjtc.com)>; Craig Juelis <[Craig.Juelis@winston-builders.com](mailto:Craig.Juelis@winston-builders.com)>  
**Subject:** RE: Ayer WWTF FY20 Improvements: Tank Drain/Wet Well Improvements

Hi Nick,

If you are looking for sulfate content testing we can hold the pricing that we provided previously.

Thanks,

Ellen Ianello  
John Turner Consulting, Inc.  
Phone | 603-777-0521



P.O Box 990  
 Westborough, Ma, 01581  
 (508)-366-1767

Change Order Back up  
 Piping change

LABOR:	Hours	Wage	Labor Burden 69.72%	Total per hour	Cost
Laborer	12	\$62.90	\$43.85	\$106.75	\$1,281.05
Laborer	12	\$62.90	\$43.85	\$106.75	\$1,281.05
Laborer	12	\$62.90	\$43.85	\$106.75	\$1,281.05
Foreman/ Pipefitter	12	\$89.88	\$62.66	\$152.54	\$1,830.53

LABOR TOTAL \$5,673.67

MATERIAL:	Quantity	Unit	Cost	Total Cost
Ductile Iron	1	EA	\$4,098	
Schedule 80 PVC	1	EA	\$3,328	

TOTAL \$0.00

EQUIPMENT: Total Cost

TOTAL \$0

SUB-CONTRACTOR TOTAL COST:

CONTRACTOR TOTAL COST: \$9,771.67

SMALL TOOL & MISCELLANEOUS MATERIAL 2% OF COST \$195.43

TOTAL COST: \$9,967

Ductile cost- \$9,967

Schedule 80 PVC cost- \$9,182



Ayer Sales, Inc.  
2 Industrial Pkwy  
WOBURN, MA 01801

# Sales Quote

## Quote

**SQ0001798**

Quote Date: 10/26/2022  
Customer #: 1044  
Terms: 1% 10, Net 30 Days

Phone: 781/933-1141

Bill To: WINSTON BUILDERS  
PO BOX 990  
WESTBORO, MA 01581-5990

Ship To: WINSTON BUILDERS  
AYER WWTF  
PO BOX 990  
WESTBORO, MA 01581-5990

REF #:

FOB	Ship Via	Sales Person	Requested Ship Date	Entered By
		BRIAN ZAGRODNY	10/26/2022	Rich Domingos

Item No/ Your Item No	Description	Qty	U of M	Unit Price	Ext Price
806-060	6" SOC 90 DEG ELL, PVC SCH 80	2	EACH	44.87	89.74
829-532	6" x 4" SOC COUPLING, PVC SCH 80	2	EACH	80.72	161.44
856-060	6" SPIG V.S. FLANGE, PVC SCH 80	6	EACH	34.51	207.06
856-040	4" SPIG V.S. FLANGE, PVC SCH 80	2	EACH	21.94	43.88
40-060	6" SCH 40 PVC PIPE, 20 FT. PLAIN END	40	FT	12.54	501.60
MISC-2	HK1-060 6" 316 SS FLANGE HARDWARE KIT	6	EACH	298.23	1,789.38
3113060	6" FLANGE GASKET, EPDM (ASAHI)	6	EACH	14.25	85.50

*206" Mega Flange 1225 EA*

All orders are subject to the terms and conditions available @ [www.ayer.com/terms-conditions](http://www.ayer.com/terms-conditions)  
All pipe and fabricated items are non-cancelable and non-returnable. Returned goods will not be accepted without an authorization # and are subject to a restock charge. Claims for shortages must be made within 5 days after receipt of goods. Pipe prices quoted are valid through end of current business day, all other items quoted are valid for 5 days.

Non-Taxable Subtotal: 2,878.60  
Taxable Subtotal: 0.00  
Total Sales Tax: 0.00





**F.W. WEBB COMPANY**  
**Water Works Division**

869 Eastern Avenue  
 Malden, MA 02148  
 Phone: 781-322-1238 Fax: 781-322-0739

This is your **Quotation** from F.W. Webb Company.  
 Please review the products listed on this quotation for accuracy and completeness.

Quotation number: <b>78203603</b>	Ship to: <b>Winston Builders</b>	Bill to: <b>J Cougler, Inc Whitcomb Ave Wtp)</b>			
Quote Date : <b>10/25/2022</b>	<b>15 Whitcomb Ave Littleton, MA 01460 Job: Littleton</b>	<b>29 Shore Rd Ext West Harwich, Ma 02671 508-799-4008</b>			
Cust.Nbr: <b>211401</b>	Customer PO: <b>7093 - CO</b>	Rel: <b>CO</b>	Job: <b>LITTLETON</b>	Quoted By: <b>LEVY</b>	Requested: <b>10/25/2022</b>

Quantity	Description	Net Price	Total
	ADDITIONAL MATERIAL BEYOND ORIGINAL QUOTE		
2	<b>Water Works Fabricated Pipe</b> Pipe 6" Flgxfly 2' Di 53 Dom	\$502.950	\$1,005.90
2	<b>Water Works Fabricated Pipe</b> Pipe 6" Flgxfly 12' Di 53 Dom	\$1,022.340	\$2,044.68
2	<b>Ductile Iron Fitting</b> Red Conc 6x4" Flg Di Prmd Dom	\$286.460	\$572.92
2	<b>EBAA Flg Adpt</b> Megaflg 2100 6" W/acc Dom	\$144.790	\$289.58
8	<b>Gaskets</b> Gskt Seal-tite 6" Ff Sbr	\$4.770	\$38.16
8	<b>Bolt &amp; Nut Kits</b> Blt Nut Kit 5-6-8" Flg Hvy Hex Zp	\$14.920	\$119.36
2	<b>Gaskets</b> Gskt Seal-tite 4" Ff Sbr	\$3.880	\$7.76
2	<b>Bolt &amp; Nut Kits</b> Blt Nut Kit 4" Flg Hvy Hex Zp	\$9.630	\$19.26

THE PURCHASE OF FABRICATED ITEMS ARE FINAL AND NON-RETURNABLE

DUE TO CURRENT MARKET CONDITIONS ALL UNIT PRICING IS SUBJECT TO MANUFACTURES PRICING ESCALATIONS. FW WEBB RESERVES THE RIGHT TO RE-PRICE ALL ITEMS UP UNTIL THE TIME OF DELIVERY.



**F.W. WEBB COMPANY**  
**Water Works Division**

869 Eastern Avenue  
 Malden, MA 02148  
 Phone: 781-322-1238 Fax: 781-322-0739

This is your **Quotation** from F.W. Webb Company.  
 Please review the products listed on this quotation for accuracy and completeness.

Quotation number: <b>78203603</b>	Ship to: <b>Winston Builders</b>	Bill to: <b>J Cougler, Inc Whitcomb Ave Wtp)</b>			
Quote Date : <b>10/25/2022</b>	<b>15 Whitcomb Ave Littleton, MA 01460 Job: Littleton</b>	<b>29 Shore Rd Ext West Harwich, Ma 02671 508-799-4008</b>			
Cust.Nbr: <b>211401</b>	Customer PO: <b>7093 - CO</b>	Rel: <b>CO</b>	Job: <b>LITTLETON</b>	Quoted By: <b>LEVY</b>	Requested: <b>10/25/2022</b>

Quantity	Description	Net Price	Total
		Subtotal	\$4,097.62
		Shipping	\$0.00
		Handling	\$0.00
		Tax	Tax Not Included
		Total	\$4,097.62

Thank you for the opportunity to provide product pricing to meet your business needs.  
 Please visit our website for additional products or information <http://www.fwwebb.com>  
 This Quotation is valid for 15 days after the above Quote Date.  
 \* Restocking fees may apply on any Special Order Items.

*Please Note: This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.*



P.O Box 990  
 Westborough, Ma, 01581  
 (508)-366-1767

Change Order Back up  
**Concrete Form Work**

LABOR:	Hours	Wage	Labor Burden 69.72%	Total per hour	Cost
Laborer	120	\$62.90	\$43.85	\$106.75	\$12,810.47
Laborer	120	\$62.90	\$43.85	\$106.75	\$12,810.47
Laborer	120	\$62.90	\$43.85	\$106.75	\$12,810.47
Foreman	120	\$74.39	\$51.86	\$126.25	\$15,150.56
<b>LABOR TOTAL</b>					<b>\$53,581.96</b>
MATERIAL:	Quantity		Unit	Cost	Total Cost
Per quote HD Supply	1		EA	\$18,548	\$18,548.00
Testing Report & Transport	1		EA		\$500
<b>TOTAL</b>					<b>\$19,048.00</b>
EQUIPMENT:	Hours		Per Hour Cost		Total Cost
Air Hammer					\$115
Air compressor					\$1,220
Cement mixer					\$296
					\$0
<b>TOTAL</b>					<b>\$1,631</b>
<b>SUB-CONTRACTOR TOTAL COST:</b>					
<b>CONTRACTOR TOTAL COST:</b>					<b>\$74,260.96</b>
<b>SMALL TOOL &amp; MISCELLANEOUS MATERIAL</b>					<b>\$750.00</b>
<b>TOTAL COST:</b>					<b>\$75,011</b>





49673078

ON ACCOUNT

QUOTE

139 - Plainville MA (AHH) (P210)  
6 Commerce Blvd  
Plainville, MA, 02762  
(774) 847-9046

THIS IS A QUOTE ONLY DO NOT SHIP OR  
TENDER FUNDS

Ship To : WWP,1000382697  
25 BROOK ST  
AYER, MA, 01432  
Job Site Contact:  
Job Site Phone:  
Map #:

Sold To: 1000215735  
WINSTON BUILDERS CORP  
55 HOPKINTON RD  
WESTBORO, MA, 01581

03:36 PM Ordered By: NICK BRECKEN Contact Phone: 508-366-1767

Quote Number	Quote Date	Valid Until	Request Date	Sales Person
49673078	10/28/2022	11/04/2022		Burgess, S
Terms	Shipping Method	Quote Name	Customer PO	Created By
N30D	2. Our Truck			Burgess, S

SEQ	Part#	Description	Ord Quantity	U/M	Price	Amount
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10	438055850E	65LB BAG SIKACRETE 211 SCC PLUS CONCRETE MIX CORROSION INHIBITOR SIK	200	BAG	\$42.00	\$8,400.00
20	43818230	3.5GAL KIT (A AND B IN CARTON AND C IN BAG) 3 PART KIT ARMAFAC 110 EPOXY BONDING AGENT AND ANTI-CORROSION COATING SIK	5	KIT	\$280.00	\$1,400.00
30	444BR12622	3.5GAL TRI-POXY COATED STEEL CONCRETE SPRAYER CHAPIN BRIGADE	1	E/A	\$165.00	\$165.00
40	43837004	4GAL KIT SIKADUR 32 HI-MOD EPOXY BONDING GROUTING ADHESIVE SIK	3	KIT	\$410.00	\$1,230.00
50	249CR12	1/2"X12" PLAIN COIL ROD PRICED PER FT AND SOLD IN 12' LENGTHS	456	FT	\$1.85	\$843.60
60	21106330	1/2" COIL THREAD DROP IN ANCHOR DEWALT	350	E/A	\$0.99	\$346.50
70	21106309	1/2" SETTING TOOL FOR STEEL DROP INS POWERS	2	E/A	\$2.99	\$5.98
80	43552060	#5 GR60 5/8"X20' REBAR SOLD PC	40	E/A	\$16.59	\$663.60



49673078

# WHITE CAP® ON ACCOUNT

139 - Plainville MA (AHH) (PZ10)  
6 Commerce Blvd  
Plainville, MA, 02762  
(774) 847-9046

THIS IS A QUOTE ONLY DO NOT SHIP OR  
TENDER FUNDS

Ship To : WWP10003826597

25 BROOK ST  
AYER, MA, 01432  
Job Site Contact:  
Job Site Phone:  
Map #:

Sold To: 10000215735  
WINSTON BUILDERS CORP  
55 HOPKINTON RD  
WESTBORO, MA, 01581


Ordered By: NICK BRECKEN  
Contact Phone: 508-566-1767  
03:36 PM

Quote Number	Quote Date	Valid Until	Request Date	Sales Person
49673078	10/28/2022	11/04/2022		Burgess, S
Terms	Shipping Method	Quote Name	Customer PO	Created By
N30D	2. Our Truck			Burgess, S

SEQ	Part#	Description	Ord Quantity	L/M	Price	Amount
90	3392SPE2416	2"x4"x16 #2 SPF LUMBER	50	EA	\$9.55	\$477.50
100	3392SPE1216	2"x12"x16 #2 SPF LUMBER	10	EA	\$41.50	\$415.00
110	3392SPE2616	2"x6"x16 #2 SPF LUMBER	20	EA	\$13.50	\$270.00
120	339CDX348	3/4"x4"x8' CDX PLYWOOD 23 32"	6	EA	\$44.00	\$264.00
130	339XFORN134	3/4"x4"x8'FORM PLYWOOD	14	EA	\$72.00	\$1,008.00
140	SP SC48-14	SNAP COIL THE 4" W.S-1/4" TAIL THIS ITEM IS SPECIAL ORDER AND MAY BE NON-RETURNABLE	350	EA	\$3.50	\$1,225.00
150	709SC18SC67	SNAP COIL THE PK-100 STEEL DOG - 8 1/4" TAIL	350	EA	\$3.25	\$1,137.50
160	444BR12355	BLACK SNAP THE WEDGE 5M1	350	EA	\$1.99	\$696.50

Shipped amount \$18,548.18  
 Order charges \$0.00  
 Tax amount \$1,115.74  
 Lumber Tax rate/amount 1.00%  
 Quote total \$19,663.92

What are you looking for?

 [Marlborough, MA 01752, USA](#)

EQUIPMENT AND TOOLS / AIR COMPRESSORS AND AIR TOOLS / AIR COMPRESSORS

CAT CLASS: 0010030

## 185 CFM 125 PSI Diesel Air Compressor



**\$245.00**  
1 DAY


**\$615.00**  
1 WEEK

**\$1220.00**  
4 WEEK

Rates for [Marlborough, MA 01752, USA](#)


The displayed rates do not include the taxes or optional charges that may be selected later in the checkout process.

1 





What are you looking for? 

 [Marlborough, MA 01752, USA](#)

EQUIPMENT AND TOOLS / AIR COMPRESSORS AND AIR TOOLS / AIR TOOLS - DEMOLITION

CAT CLASS: 0020005

## Air Hammer 15 LB



**\$45.00**  
4 HOURS


**\$46.00**  
1 DAY

**\$115.00**  
1 WEEK


Rates for [Marlborough, MA 01752, USA](#)

The displayed rates do not include the taxes or optional charges that may be selected later in the checkout process.

1 

[Add to cart](#) 

What are you looking for?

 [Marlborough, MA 01752, USA](#)

EQUIPMENT AND TOOLS / CONCRETE AND MASONRY / CONCRETE / MASONRY - MIXING & PLACING EQUIPMENT

CAT CLASS: 0150150

## Concrete Mixer Towbehind 9 Cu ft Gas



**\$72.00**  
4 HOURS


**\$102.00**  
1 DAY

**\$296.00**  
1 WEEK

Rates for **Marlborough, MA 01752, USA**

The displayed rates do not include the taxes or optional charges that may be selected later in the checkout process.

1 





## Memorandum

To: Dan Van Schalkwyk, P.E.  
Director, Town of Ayer – Public Works Department

From: Timothy Montgomery, P.E.

Date: September 20, 2022

Subject: Tank Drain Wet Well Recommendations  
Ayer WWTF FY2020 Improvements

This technical memorandum provides a summary of a recent site visit performed by Timothy Montgomery, P.E. of CDM Smith, our review of the laboratory testing performed by SGS TEC Services, Inc., and recommendations for rehabilitating the tank drain wet well.

### Summary of Field Observations

Below is a summary of field observations made by CDM Smith while visiting the Wastewater Treatment Facility (WWTF) on July 20, 2022:

- The tank drain wet well (wet well) is a cast-in-place concrete structure that is 6-ft x 6-ft in plan and approximately 21-ft deep. The wet well is located on the north side of the Process and Maintenance Building between column lines 6 and 7. The wet well shares a wall with the building foundation, which is 16-in. thick; the remaining three walls of the wet well are 12-in. thick. All walls are reinforced with horizontal and vertical reinforcement on each wall face. The concrete cover indicated on the drawings is 2-in. clear. The top slab is 12-in. thick with a 48-in. x 30-in. hatch.
- The upper 10-ft of the interior of the wet well (walls and underside of top slab) has experienced chemical attack resulting in loss of concrete cover and corrosion of embedded reinforcement (**Photo 1**).
- The lower portion of the interior of the wet well does not appear to have undergone chemical attack to the extent that the upper 10-ft has. Loss of concrete cover was not observed, and no reinforcement was exposed. Some cracking with efflorescence (white staining) was noted in the lower portion of the wet well walls (**Photo 2**). The lower portion of the wet well could not be sounded from the ladder used to access the space; therefore, it could not be determined whether any delaminations were present at the lower portion.
- All piping within the wet well was severely corroded (**Photo 3**).



- The pump guide rail supports at the hatch opening were severely corroded (**Photo 4**).
- Core C-1 was obtained from the south wall, approximately 3'-6" above the bottom slab; no visible deterioration was present where the core was extracted. Core is 9-in. long.
- Core C-2 was obtained from the west wall, approximately 4'-6" below the top of the slab. Loss of approximately 2-in. of concrete had occurred at the location of core C-2.
- Core C-3 was obtained from the east wall, approximately 4'-0" below the top of the slab. Loss of approximately 2-in. of concrete had occurred at the location of core C-3.
- Core C-4 was obtained from the north wall, approximately 3'-10" below the top of the slab. Loss of approximately 2 to 3-in. of concrete had occurred at the location of core C-4.

### **Summary of Laboratory Testing**

Below is a summary of the laboratory testing performed by SGS TEC Services, Inc.:

- Approximately 1/2-in. was removed from the deteriorated ends of Cores C-3 and C-4.
- Elevated sulfate ( $\text{SO}_3$ ) content was present in the first 1/2-in. of material tested in cores C-3 and C-4. Normal sulfate content levels were determined to be in the 0.3% to 0.4% range. Cores C-3 and C-4 had 0.62% and 1.19%, respectively.
- Substantial, expansive, gypsum-replacement is occurring in the cement paste within the sulfate attack zone. The depth of carbonation is limited to the zone which was damaged by sulfate attack. The concrete beneath this sulfate attack zone is of good quality and in good condition.

CDM Smith concludes that based on the 1/2-in. of deteriorated concrete removed from the ends of the cores, and based on the 1/2-in. of concrete with elevated sulfate content, the total depth of contaminated concrete is 1-in.

### **Information Provided by Process Mechanical**

CDM Smith reviewed the wet well liquid level setpoint data acquired last fall from the facility's SCADA system. The setpoint data indicate that the water level is typically 5-ft to 7.5-ft above the wet well invert. It is believed that the water level rarely rises above this level.

### **Discussion**

#### *Concrete Repairs*

The upper 10-ft of the concrete wet well structure has experienced chemical attack resulting in loss of approximately 2-in. of concrete to the walls and underside of the slab; in addition, the vertical reinforcing bars are exposed and are undergoing corrosion. The laboratory testing indicates that an additional 1-in. of concrete needs to be removed due to the presence of elevated sulfate contents. The original design drawings indicate that horizontal bars are located directly behind the exposed

vertical bars; therefore, when the 1-in. of contaminated concrete is removed, the horizontal bars will be partially exposed. Additional concrete should be removed to a depth of 1-in. behind existing bars. This approach allows the repair material to have a mechanical bond to the existing concrete and allows the existing reinforcement to be inspected, cleaned, and (if needed) replaced.

The lower 10 to 11-ft of the wet well does not have significant loss of concrete; however, it is possible that some delaminations are present, given the age and exposure of this structure. Vertical cracking was observed, and some groundwater appears to be leaking based on the staining at the cracks.

The concrete wet well should be repaired in the near term. The upper portion will require a deeper repair to all surfaces (all four walls and underside of slab), and the lower portion will likely require localized repairs and crack injection. CDM Smith can provide repair sketches which estimate the extents and quantities of concrete repair.

#### *Coating*

ACI 350-06 (Code Requirements for Environmental Engineering Concrete Structures) has the following requirement: *When concrete is in contact with chemicals or corrosive gases that attack the cement mortar matrix or embedded reinforcing steel, coatings or liners shall be used. Where protective coatings and liners are used to prevent contact of chemical solutions or gases with concrete surfaces, they shall be impervious and shall exhibit good bond (Section 4.7.1).*

The concrete within the wet well is exposed to corrosive gases that attack the cement mortar matrix; therefore, the current code requires that it be protected by installing an impervious coating which is well bonded. The coating can be applied to the repaired areas and to existing concrete where it is sound. The coating system typically specified for this application is a 100% solids high-build (125 mils DFT) epoxy coating system designed for long-term exposure to wastewater.

#### **Possible Rehabilitation Options**

Below are possible rehabilitation options that should be considered by the Town of Ayer. Each option has relative benefits and drawbacks, as summarized below.

##### **Option 1**

Option 1 consists of the following items:

- Perform concrete repair to the upper 10-ft of the wet well. The repairs should consist of removing concrete to a depth of 1-in. behind the existing horizontal reinforcement, cleaning the existing reinforcement, replacing any reinforcement which has significant section loss, and installing an appropriate repair mortar.
- Perform concrete repair to the lower 10-ft of the wet well. It is anticipated that these repairs will consist of localized repairs (such as delaminations) and crack sealing by injection of chemical grout.

- Following the concrete repairs, install a high-build epoxy coating system (125 mils DFT) to all interior surfaces of the wet well.

**Option 2**

Option 2 consists of the following items:

- Perform concrete repair to the upper 10-ft of the wet well as described in Option 1, except build-out the surfaces of the concrete to provide one additional inch of cover on the existing reinforcement. The additional concrete cover will be sacrificial.
- Perform concrete repair to the lower 10-ft of the wet well as described in Option 1.
- No coating is applied in this option; the additional concrete cover provided is intended to provide sacrificial protection to the underlying concrete until a more robust coating system can be installed.

Option 1 is the best long-term solution but likely carries with it the highest cost. If the Town has available funding to implement Option 1 at present, then this option should be selected. The epoxy coating will likely need to be reapplied every 15 to 20 years.

Option 2 does not require any coating on the surface of the concrete because the additional inch of concrete serves as the code-required coating. It is difficult to know exactly how long the inch of sacrificial concrete material will last; the length of time it lasts will depend on the rate at which it degrades. However, this approach should provide a level of protection that is similar to the epoxy coating described in Option 1.



Mr. Van Schalkwyk  
Page 5

## **Field Photos**



**Photo 1:** View of the upper portion of the wet well (primarily the north wall) showing loss of concrete cover and exposure of vertical reinforcement. Loss of concrete cover is also visible on the underside of the top slab.



**Photo 2:** Crack with efflorescence (white staining) at lower portion of wet well walls.





**Photo 3:** View of severely corroded piping within the wet well.



**Photo 4:** View of hatch opening during the coring operation for Core C-2 taken from the west wall. Note the severely deteriorated pump guide rail supports (red arrows).





July 21, 2022

Mr. Nicholas Brecken  
Winston Builders  
55 Hopkinton Road  
Westborough, MA 01581  
Ph: (508) 366-1767  
[Nick.winston@aol.com](mailto:Nick.winston@aol.com)

**Wastewater Treatment Facility  
Ayer, Massachusetts  
JTC Proposal #22-0535 rev.1**

Dear Mr. Brecken:

John Turner Consulting, Inc. (JTC) is pleased to submit this revised proposal for special inspection services for the WWTF project located in Ayer, MA. We are prepared to provide responsive and high quality technical and professional services to Winston Builders.

#### **WHY CHOOSE JTC'S TEAM**

JTC provides qualified personnel for the various areas of inspection while remaining extremely competitive with respect to fee schedules. JTC's overhead is kept low through efficient management practices. JTC has several offices located throughout New England. Our on-site representatives are knowledgeable and have a wide range of expertise because of cross training. This results in additional cost savings for our clients. The benefits are reflected in our fee schedules.

Each of our technicians and registered professionals is backed by the expertise of the entire staff. With over 120 technical professionals, JTC can provide staff on short notice to cover almost any inspection need. JTC is one of the few firms in New England with ICC (based on International Building Code) certified inspectors for performing higher end quality inspections for a wide variety of applications.

#### **JTC offers the following strengths and benefits:**

- JTC is proud to be nationally accredited through the AASHTO Material Reference Laboratory and the Cement Concrete Reference Laboratory for the following: ASTM C1077 Concrete and Aggregates, ASTM D3740 Soils, ASTM D3666 Hot Mix Asphalt and Aggregates, AASHTO R18. In addition, our in-house laboratory is accredited through NorthEast Transportation Training and Certification Program (NETTCP) and the National Voluntary Laboratory Accreditation Program (NVLAP Lab Code 600246-0);





and validated by the Army Corp of Engineers. This ensures that samples will be tested by a firm meeting the highest laboratory standards in the industry.

- On-staff licensed professional geotechnical engineers for each of the New England states for geotechnical investigations, geotechnical issues, or interpretation of reports by other firms regarding specifications.
- JTC has provided special inspections for many years; we are familiar with how a special inspections program should be performed. Our special inspectors are certified through the ICC and have a strong understanding of the ICC Code and therefore a tremendous asset to any project. These inspectors have vast experience with masonry, building envelope, infrared imaging, wood framing, structural steel, seismic, fireproofing, firestopping, and insulation systems.

### **PROPOSED FEES**

JTC's proposed rates are listed in the following table. Please advise if any other additional services are required and/or if you would like to discuss a lump sum fee for this project.

Thank you for the opportunity to submit this proposal for your review. Please indicate acceptance by signing our attached rate sheet. In addition, please initial the Terms and Conditions and complete the Project Information sheet, also attached. We look forward to talking with you soon.

Respectfully,  
**JOHN TURNER CONSULTING, INC.**

Ellen Ianello  
Director of Construction Services  
P.O. Box 430  
Manchaug, MA 01526-0430  
[eianello@consultjtc.com](mailto:eianello@consultjtc.com)  
Cell: 603-777-0521



QUALITY CONTROL SERVICES	PROPOSED RATES	QUANTITY	ESTIMATED TOTAL
A. Compressive Strength	\$100.00 per core	0	\$0.00
B. Petrographic Analysis <i>Core C-2</i>	\$2,350.00 each	1	\$2,350.00
C. Sulfate Content <i>Three depths, ( 0-0.5", 0.5"-1", 1"-1.5") Cores C-1, C-3, C-4</i>	\$300.00 per test	9	\$2,700.00
D. pH Testing <i>Three depths, ( 0-0.5", 0.5"-1", 1"-1.5") Cores C-1, C-3, C-4</i>	\$30.00 each	9	\$270.00
E. Project Manager	\$105.00 per hour	4	\$420.00
ESTIMATED TESTING TOTAL			\$ 5,740.00

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 2022

By: \_\_\_\_\_

Title: \_\_\_\_\_

Firm: \_\_\_\_\_



## John Turner Consulting, Inc. Terms and Conditions

John Turner Consulting, Inc. (JTC) shall perform the services outlined in this agreement (attached) for the stated fee arrangement (attached).

### Access to Site

Unless otherwise stated, JTC will have access to the site for activities necessary for the performance of the services. JTC will take reasonable precautions to minimize any damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

### Fees

See attached fee schedule. Total fees for a project are based upon schedules and workflow. If applicable, any total fee indicated, except stated lump sum, shall be understood to be an estimate, based upon rates listed, and shall not be exceeded by more than ten percent, without written approval of CLIENT.

### Billings/Payments

Invoices shall be submitted by John Turner Consulting, Inc. twice a month. Invoices shall be due in full in 30 days. A finance charge of 1.5% per month (18% per year) will be assessed for each month payment is outstanding. After 90 days, CLIENT agrees to pay all costs of collection, including reasonable attorneys' fees.

### Hidden Conditions and Hazardous Materials

A condition is hidden if concealed by existing finishes or is not capable of investigation by reasonable visual observation. If JTC has reason to believe that such a condition may exist, CLIENT shall authorize and pay for all costs associated with the investigation of such a condition. If (1) CLIENT fails to authorize such investigation after due notification, or (2) JTC has no reason to believe that such a condition exists, JTC shall not be responsible for the existing condition or any resulting damages to persons or property. JTC shall have no responsibility for the discovery, presence, handling, removal, disposal or exposure of persons to hazardous materials of any form that are not related to the service provided.

### Indemnification

JTC and CLIENT mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless from any and all damage, liability or cost (including reasonable attorneys' fees and defense costs) to the extent caused by their own negligent acts, errors or omissions and those of anyone for whom they are legally liable, and arising from the project that is the subject of this agreement. Neither party is obligated to indemnify the other in any manner whatsoever for the other's own negligence.

### Risk Allocation

In recognition of the relative risks and benefits of the project to both CLIENT and to JTC, CLIENT agrees, to the fullest extent permitted by law, to limit JTC's total liability to CLIENT, for any and all damages or claim expenses (including attorneys' fees) arising out of this agreement, from any and all causes, to the total amount of \$25,000, the amount of JTC's fee (whichever is greater) or other amount agreed upon when added under Special Conditions.

### Termination of Services

This agreement may be terminated upon 5 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, CLIENT shall pay John Turner Consulting, Inc. for all services, rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

### Witness Fees

JTC's employees shall not be retained as expert witnesses except by separate, written agreement. CLIENT agrees to pay JTC's legal expenses, administrative costs and fees pursuant to JTC's then current fee schedule for JTC to respond to any subpoena.

### Ownership of Documents

All documents produced by John Turner Consulting, Inc., under this agreement shall remain the property of John Turner Consulting, Inc. and may not be used by CLIENT for any other purpose without the written consent of JTC.

### Employees

Client agrees that it will not, during the term of this agreement, or within one year afterward, hire any person who has been an employee of John Turner Consulting, Inc. If client violates its obligations under this section, it will be liable to John Turner Consulting, Inc. for liquidated damages in an amount equal to one year's gross wages of the employee, at the rate last paid to that employee by John Turner Consulting, Inc. The provision of this section shall survive any termination of this Agreement. The provisions of this section shall also be adhered to by the client's client and/or owner of said project.

### Jobsite Safety

In performing construction observation visits to the jobsite, JTC shall have no control over or responsibility for the Contractor's means, methods, sequence, techniques or procedures in performing the Work. These are solely the responsibilities of the Contractor, who is also responsible for complying with all health and safety precautions as required by any regulatory agencies. Jobsite safety is the responsibility of the general contractor, who has control over the construction employees and the jobsite.

### Dispute Resolution

As a prerequisite to filing a negligence suit, CLIENT agrees to obtain a Certificate of Merit. Any claim or dispute between CLIENT and John Turner Consulting, Inc. shall be submitted to non-binding mediation, subject to the parties agreeing to a mediator(s). Unless otherwise specified, this agreement shall be governed by the laws of the state of New Hampshire no matter where the project is located.

Initials: \_\_\_\_\_(CLIENT)

Initials: \_\_\_\_\_(JTC)

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**Kershaw, Lauren C. (Viera)**

---

**From:** Casey, Thomas  
**Sent:** Thursday, July 21, 2022 12:19 PM  
**To:** nick.winston@aol.com; ryan.winston2@aol.com  
**Cc:** craigj.winston@aol.com; Dan Van Schalkwyk; kabraham@ayer.ma.us; Putis, William P.; Kershaw, Lauren C. (Viera); Montgomery, Timothy M.; mshelley@consultjtc.com; eianello@consultjtc.com; ccuevas@consultjtc.com  
**Subject:** Ayer WWTP FY20 Improvements: Core Samples and Proposed Testing

Nick/Ryan,

Four cores samples (C-1, C-2, C-3, and C-4) were obtained from the wet well walls yesterday at the Ayer WWTF. It was very difficult to get these four cores due to piping and other equipment in the wet well, so a fifth core was not taken. The fifth core was only to provide an additional core for visual observation by the petrographer, and it is not necessary.

Below is a summary of each core and its location, condition, and the requested tests to be performed by JTC.

Our understanding is that these cores were brought to JTC in Sutton yesterday; we need a final testing cost (hopefully today/tomorrow) that we can provide the Town – and then provide JTC authorization to proceed with these tests.

Please send testing cost for review/approval.

Thanks,  
Tom

<u>Core No.</u>	<u>Core Location &amp; Description</u>	<u>Proposed Testing</u>
C-1	Core taken from bottom of South Wall, approximately 3'-6" above base slab. Core has no visible damage or loss of surface concrete; sample will serve as "control sample" for other three core samples. Surface of core has dark layer of sludge present. No rebar was encountered. Core is approximately 9" long. Core hole was patched by Winston at 11:10 AM.	<b>Perform pH and Sulfate Content (ASTM C114) tests at the following depths in the core sample:</b> 1) 0 – 1/2" depth 2) 1/2" – 1" depth 3) 1" – 1-1/2" depth
C-2	Core taken from top of West Wall, approximately 4'-6" below top surface of top slab. Significant (2" or more) of concrete section loss was visible at core location. Concrete was soft and friable at surface of core; some material crumbled off while coring and this material was placed in sample bag with the core sample. No rebar was encountered. Core is approximately 7" long. Core hole was not patched by Winston.	<b>Perform Petrographic Evaluation</b>
C-3	Core taken from top of East Wall, approximately 4'-0" below top surface of top slab. Significant (2" or more) of concrete section loss was visible at core location. Concrete was soft and friable at surface of core; some material crumbled off while coring and this material was placed in sample bag with the core sample. No rebar was encountered.	<b>Perform pH and Sulfate Content (ASTM C114) tests at the following depths in the core sample:</b> 1) 0 – 1/2" depth 2) 1/2" – 1" depth

	Core is approximately 7-1/2" long. Core hole was not patched by Winston.	3) 1" – 1-1/2" depth
C-4	Core taken from top of North Wall, approximately 3'-10" below top surface of top slab. Significant (2" or more) of concrete section loss was visible at core location. Concrete was soft and friable at surface of core; some material crumbled off while coring and this material was placed in sample bag with the core sample. Horizontal rebar was encountered (two 3/4" dia. bars pass through the core sample). Core is approximately 6" long. Core hole was not patched by Winston.	<b>Perform pH and Sulfate Content (ASTM C114) tests at the following depths in the core sample:</b> 1) 0 – 1/2" depth 2) 1/2" – 1" depth 3) 1" – 1-1/2" depth

**Item 8**

**Additional Chopper Pump**



# Proposal



HAYES  
66 Old Powder Mill Road  
West Concord, MA 01742  
PH: 978-369-8800  
Fax: 978-369-8461

TO: Winston Building Corporation  
ATTN: Nicholas Brecken / Jeff Nyren  
PROJECT: Ayer WWTF FY20 Improvements  
LOCATION: Ayer, MA  
ENGINEER: CDM Smith

DATE: May 17, 2022

Please refer to the proposal below for the Vaughan Chopper pumps, as requested.

**APPLICATION:** Tank Drain Wet Well Pumps, Design: 445 GPM at 25 FT

**DESCRIPTION:** Qty two (2) Vaughan Model S4S-460-095 Submersible Chopper Pumps with Guide Rail Assemblies, including:

- ▶ Vaughan Model S4S-460-095 Submersible Chopper Pump:
  - Casing, cast ductile iron with 4" ANSI CL 125 discharge flange.
  - Impeller, Cutter Bar, Cutter Nut Upper Cutter, cast steel, heat treated to minimum Rockwell C60.
  - Mechanical Seal, cartridge type with ductile iron gland, Viton O-rings, silicon carbide faces, and integral stainless-steel sleeve as manufactured by Vaughan.
  - Elastomers, Buna N.
  - Bearings, oil bath lubricated with minimum 100,000-hour L-10 bearing life.
  - Bearing Housing, cast ductile iron with piloted motor mount. Bearing housing to be plugged / OMR assembly not offered.
  - Shaft, heat treated steel
  - Drive, 7.5 HP, 1160 RPM, 460V, 3 phase, 60 Hz, 1.15 SF (not inverter duty NP), Explosion Proof (Class 1, Group C & D) 15 minute in air continuous duty submersible motor with tandem mechanical seals, moisture sensors, internal thermostats, and (50) feet of power and control cable, manufactured by ABB/Baldor.
  - Pump Finish: Sandblast and coat with minimum 30 MDFT Tnemec Perma-Shield PL Series 431 epoxy. (Except Motor)
- ▶ Guide Rail Assembly (NOTE: Customer to provide 2" Sch. 40 pipe rails):
  - 4" Base Elbow, cast ductile iron.
  - 4" Guide Bracket, cast non-sparking aluminum bronze.
  - One (1) Intermediate Stiffener Brackets, 316 stainless steel located every 10 feet.
  - Top Mounting Bracket and Chain Holder Bracket, 316 stainless steel.
- ▶ Pump Monitor Relay for mounting in customer control panel to supply seal leakage and over temperature alarms for submersible motor.
- ▶ Factory Submittals: One (1) electronic copy of preliminary submittal. Up to (8) hardcopies of approved submittals on 20 lbs. 8 ½" x 11" letter size paper in standard Three (3) Ring Binder.
- ▶ Factory O&M Manuals: One (1) electronic copy of preliminary submittal. Up to Six (8) hardcopies of approved submittals on 20 lbs. 8 ½" x 11" letter size paper in standard Three (3) Ring Binder, two (2) CDs (if requested), and one (1) flash drive (if requested). O&M Manuals only include information on Vaughan supplied equipment.
- ▶ Testing: Non-Witnessed Performance Testing, Non-Witnessed Hydrostatic Pressure Testing.
- ▶ Field Service: Two (2) days total for startup and training
- ▶ Warranty: One (1) year standard manufacturer's warranty

**TOTAL PRICE FOR TWO (2) VAUGHAN CHOPPER PUMPS: \$54,625.00**

*(Refer to clarifications, general notes and attached)*

**SUBMITTAL LEADTIME: 4 to 6 weeks after receipt of order**

**SHIPMENT LEADTIME: 12 to 14 weeks after release to production**

# Proposal



HAYES  
66 Old Powder Mill Road  
West Concord, MA 01742  
PH: 978-369-8800  
Fax: 978-369-8461

## CLARIFICATIONS/EXCEPTIONS:

1. The following optional items are not included in this quotation. If required, please contact your local Vaughan representative for pricing and availability.
  - › Gauges, switches, valves and other specialties not specifically called out herein.
  - › Special coatings other than those quoted.
  - › Factory vibration test, noise test, factory motor test or any other test not specified herein.
  - › Equipment, labor, material and personnel required to perform field testing of pumps.
  - › Special motor specifications including high efficiency, mill and chem duty, internal space heaters, etc.
  - › Factory motor tests.
  - › Startup by manufacturer's representative.
  - › Level controls or control panels.
  - › Spare parts.
  - › Additional lubricants other than those contained within the pump.
  - › Anchor bolts.
  - › Access hatch covers or hoists.
  - › 2 inch pipe rails for guiderails.
  - › Lifting cables and safety hooks.
  - › Unless noted otherwise, Vaughan's standard warranty applies.

## **2. Clarifications:**

- › Proposed pump voltage is 460V. 230V is available upon request for no additional adder. Please specify if 230V is required at time of order.
- › Vaughan standard submersible pump performance test will be performed. Pump will be tested horizontally in air per ANSI HI 14.6 and per ANSI HI 11.6 dry pit submersible performance test setup rather than submerged per ANSI HI 11.6 wet pit submersible performance test setup. Upon successful completion of this test, a 60 minute submerged run and megger test will be performed. In this way, Vaughan achieves the superior accuracy of dry pit performance testing and customer still receives verification of 60 successful minutes of submerged operation.
- › Casing on final assembled pump and motor assembly will be hydrostatically pressure tested with 75 psi internal pressure for 10 minutes per Vaughan's standard Hydro Test procedure. A test certificate will be provided.
- › Guide pipes, gauges, hatches, and lifting chain not offered.
- › Controls by others.
- › Special tools not offered.
- › Spare parts not offered.
- › Grip-eye assemblies not offered.
- › Onsite voltage not provided. Motors are factory wired to end-voltage.
- › Bearing housings to be plugged / oil reservoir monitor assemblies not offered.
- › Equipment is warrantied per manufacturer's standard terms and conditions / 1-year standard warranty applies.

## **GENERAL NOTES:**

1. Price is F. O. B. factory with standard truck freight allowed to first destination, not including any sales taxes that may apply.
2. Price quoted is firm for acceptance within 30 days from date of this quotation.
3. Standard Hayes Pump, Inc. Terms and Conditions to apply. (Copy available upon request.) Purchase Order to be addressed to Hayes Pump, Inc. at the address listed on page one.



# Proposal



HAYES  
66 Old Powder Mill Road  
West Concord, MA 01742  
PH: 978-369-8800  
Fax: 978-369-8461

4. Payment terms are NET 30 days, subject to credit approval. Retainage amount withheld not to exceed 10% of total sell price. Retainage to be released for payment following completion of start-up or 180 days after shipment, whichever comes first.
5. This proposal shall become part of the final purchase order documents.
6. Any equipment or appurtenances not specifically listed in the scope of supply shall be provided by others.
7. Where there are contradictions between project specifications and drawings or omissions, Hayes is providing our best interpretation of the intent of the design as detailed in our scope of supply.
8. Unless otherwise indicated above, standard submittals and O&M manuals are included herein.
9. This proposal is based on equipment delivery within one year from the date of this proposal.
10. Unless otherwise indicated above, the following are not included in this proposal: Installation, lubricants, off skid conduit/wiring, piping and valves, anchor bolts, off skid di-electric couplings, field painting, foundation and concrete work, taxes, third part field testing, tariffs, duties, bonds.

Please review the above and attached. Feel free to reach out with any questions or concerns.

Thank you,

A handwritten signature in black ink, appearing to read 'Tracy Santoro', written in a cursive style.

Tracy Santoro  
Outside Sales Engineer  
tsantoro@hayespump.com



# Proposal



HAYES  
66 Old Powder Mill Road  
West Concord, MA 01742  
PH: 978-369-8800  
Fax: 978-369-8461

TO: Winston Building Corporation  
ATTN: Nicholas Brecken / Jeff Nyren  
PROJECT: Ayer WWTF FY20 Improvements  
LOCATION: Ayer, MA  
ENGINEER: CDM Smith

DATE: May 17, 2022

Please refer to the revised proposal below for the Vaughan Chopper pumps. The duty point has been increased from 445 gpm at 35 gpm and the motor has increased from 7.5 hp to 10 hp.

**APPLICATION:** Tank Drain Wet Well Pumps, Design: 445 GPM at 35 FT

**DESCRIPTION:** Qty two (2) Vaughan Model S4S-460-106 Submersible Chopper Pumps with Guide Rail Assemblies, including:

- Vaughan Model S4S-230/460-106 Submersible Chopper Pump:
  - Casing, cast ductile iron with 4" ANSI CL 125 discharge flange.
  - Impeller, Cutter Bar, Cutter Nut Upper Cutter, cast steel, heat treated to minimum Rockwell C60.
  - Mechanical Seal, cartridge type with ductile iron gland, Viton O-rings, silicon carbide faces, and integral stainless-steel sleeve as manufactured by Vaughan.
  - Elastomers, Buna N.
  - Bearings, oil bath lubricated with minimum 100,000-hour L-10 bearing life.
  - Bearing Housing, cast ductile iron with piloted motor mount. Bearing housing to be plugged / OMR assembly not offered.
  - Shaft, heat treated steel
  - Drive, **10 HP**, 1160 RPM, 460V, 3 phase, 60 Hz, 1.15 SF (not inverter duty NP), Explosion Proof (Class 1, Group C & D) 15 minute in air continuous duty submersible motor with tandem mechanical seals, moisture sensors, internal thermostats, and (50) feet of power and control cable, manufactured by ABB/Baldor.
  - Pump Finish: Sandblast and coat with minimum 30 MDFT Tnemec Perma-Shield PL Series 431 epoxy. (Except Motor)
- Guide Rail Assembly (NOTE: Customer to provide 2" Sch. 40 pipe rails):
  - 4" Base Elbow, cast ductile iron.
  - 4" Guide Bracket, cast non-sparking aluminum bronze.
  - One (1) Intermediate Stiffener Brackets, 316 stainless steel located every 10 feet.
  - Top Mounting Bracket and Chain Holder Bracket, 316 stainless steel.
- Pump Monitor Relay for mounting in customer control panel to supply seal leakage and over temperature alarms for submersible motor.
- Factory Submittals: One (1) electronic copy of preliminary submittal. Up to (8) hardcopies of approved submittals on 20 lbs. 8 ½" x 11" letter size paper in standard Three (3) Ring Binder.
- Factory O&M Manuals: One (1) electronic copy of preliminary submittal. Up to Six (8) hardcopies of approved submittals on 20 lbs. 8 ½" x 11" letter size paper in standard Three (3) Ring Binder, two (2) CDs (if requested), and one (1) flash drive (if requested). O&M Manuals only include information on Vaughan supplied equipment.
- Testing: Non-Witnessed Performance Testing, Non-Witnessed Hydrostatic Pressure Testing.
- Field Service: Two (2) days total for startup and training
- Warranty: One (1) year standard manufacturer's warranty

**TOTAL PRICE FOR TWO (2) VAUGHAN CHOPPER PUMPS: \$58,625.00**

*(Refer to clarifications, general notes and attached)*

**SUBMITTAL LEADTIME: 4 to 6 weeks after receipt of order**

**SHIPMENT LEADTIME: 16 to 18 weeks after release to production**

# Proposal



HAYES  
66 Old Powder Mill Road  
West Concord, MA 01742  
PH: 978-369-8800  
Fax: 978-369-8461

## CLARIFICATIONS/EXCEPTIONS:

1. The following optional items are not included in this quotation. If required, please contact your local Vaughan representative for pricing and availability.
  - › Gauges, switches, valves and other specialties not specifically called out herein.
  - › Special coatings other than those quoted.
  - › Factory vibration test, noise test, factory motor test or any other test not specified herein.
  - › Equipment, labor, material and personnel required to perform field testing of pumps.
  - › Special motor specifications including high efficiency, mill and chem duty, internal space heaters, etc.
  - › Factory motor tests.
  - › Startup by manufacturer's representative.
  - › Level controls or control panels.
  - › Spare parts.
  - › Additional lubricants other than those contained within the pump.
  - › Anchor bolts.
  - › Access hatch covers or hoists.
  - › 2 inch pipe rails for guiderails.
  - › Lifting cables and safety hooks.
  - › Unless noted otherwise, Vaughan's standard warranty applies.

## **2. Clarifications:**

- › Proposed pump voltage is 460V. 230V is available upon request for no additional adder. Please specify is 230V is required at time of order.
- › Vaughan standard submersible pump performance test will be performed. Pump will be tested horizontally in air per ANSI HI 14.6 and per ANSI HI 11.6 dry pit submersible performance test setup rather than submerged per ANSI HI 11.6 wet pit submersible performance test setup. Upon successful completion of this test, a 60 minute submerged run and megger test will be performed. In this way, Vaughan achieves the superior accuracy of dry pit performance testing and customer still receives verification of 60 successful minutes of submerged operation.
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- › Controls by others.
- › Special tools not offered.
- › Spare parts not offered.
- › Grip-eye assemblies not offered.
- › Onsite voltage not provided. Motors are factory wired to end-voltage.
- › Bearing housings to be plugged / oil reservoir monitor assemblies not offered.
- › Equipment is warranted per manufacturer's standard terms and conditions / 1-year standard warranty applies.

## **GENERAL NOTES:**

1. Price is F. O. B. factory with standard truck freight allowed to first destination, not including any sales taxes that may apply.
2. Price quoted is firm for acceptance within 30 days from date of this quotation.
3. Standard Hayes Pump, Inc. Terms and Conditions to apply. (Copy available upon request.) Purchase Order to be addressed to Hayes Pump, Inc. at the address listed on page one.
4. Payment terms are NET 30 days, subject to credit approval. Retainage amount withheld not to exceed 10% of total sell price. Retainage to be released for payment following completion of start-up or 180 days after shipment, whichever comes first.
5. This proposal shall become part of the final purchase order documents.
6. Any equipment or appurtenances not specifically listed in the scope of supply shall be provided by others.
7. Where there are contradictions between project specifications and drawings or omissions, Hayes is providing our best interpretation of the intent of the design as detailed in our scope of supply.
8. Unless otherwise indicated above, standard submittals and O&M manuals are included herein.
9. This proposal is based on equipment delivery within one year from the date of this proposal.

# Proposal



HAYES  
66 Old Powder Mill Road  
West Concord, MA 01742  
PH: 978-369-8800  
Fax: 978-369-8461

- 
10. Unless otherwise indicated above, the following are not included in this proposal: Installation, lubricants, off skid conduit/wiring, piping and valves, anchor bolts, off skid di-electric couplings, field painting, foundation and concrete work, taxes, third part field testing, tariffs, duties, bonds.

Please review the above and attached. Feel free to reach out with any questions or concerns.

Thank you,

A handwritten signature in black ink, appearing to read 'Tracy Santoro', written in a cursive style.

Tracy Santoro  
Outside Sales Engineer  
tsantoro@hayespump.com



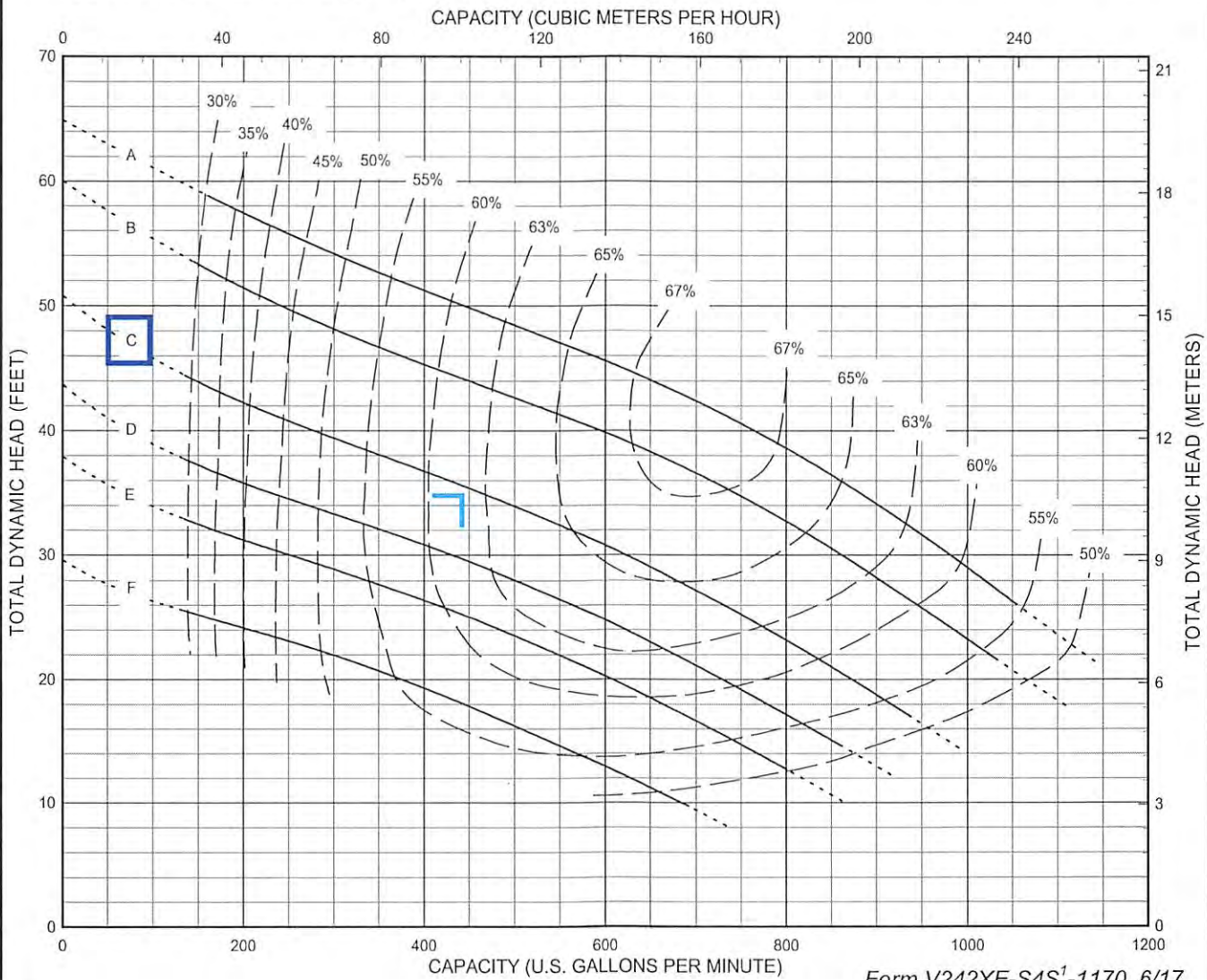


**Models:  
 S4S**

**3-Blade Impeller  
 4" Discharge**

CURVE	POWER (HP/KW)	SPEED (RPM)	IMPELLER DIAMETER
A	15 / 11	1160	11.80" (300mm)
B	15 / 11	1160	11.30" (287mm)
C	10 / 7.5	1145	10.60" (269mm)
D	7.5 / 5.5	1150	10.00" (254mm)
E	7.5 / 5.5	1150	9.50" (241mm)
F	5 / 4	1150	8.80" (224mm)

DO NOT OPERATE PUMP IN DOTTED PORTION OF CURVES. PUMPS MAY EXCEED HP SHOWN IF OPERATED IN DOTTED PORTION OF CURVE. CURVES ARE SUBJECT TO CHANGE WITHOUT NOTICE. EFFICIENCIES SHOWN ARE NOMINAL BOWL. GUARANTEED MINIMUM EFFICIENCIES PER H.I. LEVEL A.





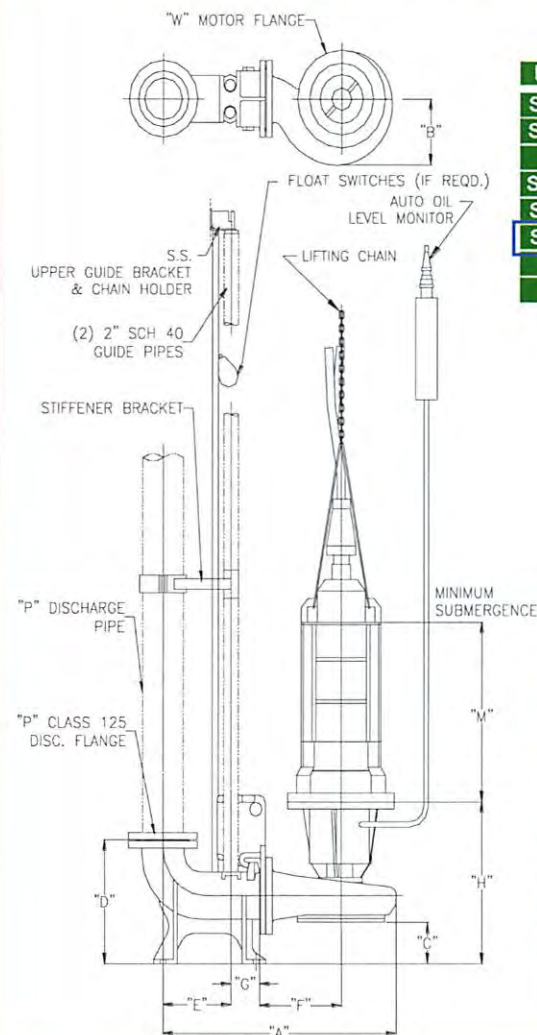


# 3"-6" S-SERIES SUBMERSIBLE CHOPPER PUMPS

## Materials of Construction:

**Impeller/Upper Cutter/Cutter Bar/Cutter Nut:** ..... Cast alloy steel, heat treated to minimum Rockwell C 60.  
**Casing/Bearing Housing/Guide Bracket/Elbow:** ..... Ductile cast iron.  
**Mechanical Seal:** ..... Cartridge type with silicon carbide (or tungsten carbide) seal faces and stainless steel sleeve.  
**Thrust Bearings:** ..... Back-to-back angular contact ball type or face to face tapered roller type.  
**Lubrication:** ..... ISO Grade 46 oil.  
**Flange:** ..... ANSI Class 125.  
**Paint:** ..... Ceramic Epoxy.

DRAWINGS AND DIMENSIONS SUBJECT TO CHANGE WITHOUT NOTICE. DO NOT USE FOR CONSTRUCTION PURPOSES. CONTACT VAUGHAN FOR CERTIFIED CONSTRUCTION PRINTS.



DIMENSIONS IN INCHES

MODEL	A	B	C	D	E	F	G	H	P
S3F/S3G	27-5/8	5-7/8	4-7/8	15-3/4	9-7/16	8-1/2	4-9/16	21	3
S3L/S3M	29	6-1/2	5	15-3/4	9-7/16	9-1/2	4-9/16	20-1/2	3
S3P	33-3/4	7-11/16	5-11/16	15-3/4	9-7/16	11-7/8	4-9/16	20-7/8	3
S3V/S3W	28-5/8	6	5-5/8	15-3/4	9-7/16	9-1/2	4-9/16	21-1/8	3
S4K/S4L	31	7-1/2	4-5/8	15-3/4	9-13/16	10-3/8	4-9/16	21-1/4	4
S4S/S4T	34-5/8	9	4-5/8	15-3/4	9-13/16	12-3/8	4-9/16	21	4
S4V	42-7/16	10-11/16	4-3/8	15-3/4	9-13/16	17-7/8	4-9/16	21-7/16	4
S6U	36-3/4	9-5/8	6	17-7/8	11	13-1/8	4-9/16	23-1/4	6

15 MINUTE IN-AIR FRAME SIZES ONLY

HP	SPEED	FRAME	M	W	HP	SPEED	FRAME	M	W
5	1170	180TY	17-1/4	12 3/8	30	1170	320TY	25-1/2	18-3/4
	1750	180TY	17-1/4	12 3/8		1750	250TY	25	17
7.5	1170	210TY	21-7/8	15 1/4	40	1170	320TY	25-1/2	18-3/4
	1750	180TY	17-1/4	12 3/8		1750	250TY	25	17
10	1170	210TY	21-7/8	15 1/4	50	1170	320TY	25-1/2	18-3/4
	1750	210TY	21-7/8	15 1/4		1750	250TY	25	17
15	1170	250TY	25	17	60	1170	320TY	25-1/2	18-3/4
	1750	210TY	21-7/8	15 1/4		1750	320TY	25-1/2	18-3/4
20	3510	210TY	21-7/8	15 1/4	75	1170	320TY	25-1/2	18-3/4
	1170	250TY	25	17		1750	320TY	25-1/2	18-3/4
25	1750	250TY	25	17	100	1170	320TY	25-1/2	18-3/4
	3510	250TY	25	17		1750	360TY	32-3/8	20-1/4
125	1750	360TY	31-3/8	20-1/4					



**VAUGHAN CO., INC.**  
 364 Monte Elma Road, Montesano, WA 98563  
 Phone: 1-360-249-4042 / Fax: 1-360-249-6155  
 Toll Free Phone (US only): 1-888-249-CHOP (2467)  
 Web Site: [www.chopperpumps.com](http://www.chopperpumps.com)  
 Company E-mail: [info@chopperpumps.com](mailto:info@chopperpumps.com)

**MADE IN THE  
USA**

For all current patents, see <http://www.chopperpumps.com/patents.htm>

## SPECIFICATIONS: 3" – 6" S-SERIES SUBMERSIBLE CHOPPER PUMPS

The submersible chopper pump shall be specifically designed to pump waste solids at heavy consistencies without plugging or dewatering of the solids. Materials shall be chopped/macerated and conditioned by the pump as an integral part of the pumping action. The pump must have demonstrated the ability to chop through and pump high concentrations of solids such as plastics, heavy rags, grease and hair balls, wood, paper products and stringy materials without plugging, both in tests and field applications. Pump shall be manufactured by Vaughan Co., Inc.

### DETAILS OF CONSTRUCTION

- A. **Casing:** Shall be of volute design, spiraling outward to the Class 125 flanged centerline discharge. Casing shall be ductile cast iron with all water passages to be smooth, and free of blowholes and imperfections for good flow characteristics. Casing shall include a replaceable Rockwell C 60 alloy steel cutter to cut against the rotating impeller pump-out vanes for removing fiber and debris.
- B. **Impeller:** Shall be semi-open type with pump out vanes to reduce seal area pressure. Chopping/maceration of materials shall be accomplished by the action of the cupped and sharpened leading edges of the impeller blades moving across the cutter bar at the intake openings, with a set clearance between the impeller and cutter bar of 0.015-0.025" cold. Impeller shall be cast alloy steel heat treated to minimum Rockwell C 60 and dynamically balanced. The impeller shall be keyed to the shaft and shall have no axial adjustments and no set screws.
- C. **Cutter Bar Plate:** Shall be recessed into the pump casing and shall contain at least 2 shear bars extending diametrically across the intake opening to within 0.010-0.030" of the rotating cutter nut tooth, for the purpose of preventing intake opening blockage and wrapping of debris at the shaft area. Chopper pumps utilizing individually mounted shear bars shall not be acceptable. Cutter bar shall be alloy steel heat-treated to minimum Rockwell C 60.
- D. **Cutter Nut:** The impeller shall be secured to the shaft using a cutter nut, designed to cut stringy materials and prevent binding using a raised, rotating cutter tooth. The cutter nut shall be cast alloy steel heat treated to minimum Rockwell C 60.
- E. **Upper Cutter:** Shall be threaded into the casing or back pull-out adapter plate behind the impeller, designed to cut against the pump-out vanes and the impeller hub, reducing and removing stringy materials from the mechanical seal area. Upper cutter shall be cast alloy steel heat treated to minimum Rockwell C 60. The upper cutter teeth are positioned as closely as possible to the center of shaft rotation to minimize cutting torque and nuisance motor tripping. The ratio of upper cutter cutting diameter to shaft diameter in the upper cutter area of the pump shall be 3.0 or less.
- F. **Pump Shafting:** Shafting shall be heat treated alloy steel, with a minimum diameter of 1.5 inches in order to minimize deflection during solids chopping.
- G. **Bearing Housing:** Shall be ductile cast iron, and machined with piloted bearing fits for concentricity of all components. Piloted motor mount shall securely align motor on top of bearing housing.
- H. **Thrust Bearings:** Shaft thrust in both directions shall be taken up by two back-to-back mounted single-row angular contact ball bearings, or a matched set of face to face tapered roller bearings, with a minimum L-10 rated life of 100,000 hours. Overhang from the centerline of the lower thrust bearing to the seal faces shall be a maximum of 1.7". A third mechanical seal (two in motor) shall also be provided to isolate the bearings from the pumped media. The third seal, as well as the thrust bearings shall be oil bath lubricated in the bearing housing by ISO Grade 46 oil. Shaft overhang exceeding 1.7 inches from the center of the lowest thrust bearing to the seal faces shall be considered unacceptable.
- I. **Pump Mechanical Seal:** The mechanical seal shall be located immediately behind the impeller hub to maximize the flushing available from the impeller pump-out vanes. The seal shall be a cartridge-type mechanical seal with Viton O-rings and silicon carbide (or tungsten carbide) faces. This cartridge seal shall be pre-assembled and pre-tested so that no seal settings or adjustments are required from the installer. Any springs used to push the seal faces together must be shielded from the fluid to be pumped. The cartridge shall also include a 17-4PH, heat-treated seal sleeve and a ductile cast iron seal gland.
- J. **Automatic Oil Level Monitor:** An oil level switch shall be mounted at the top of the wet well, with a hose feeding down to the side of the bearing housing to monitor oil level and shut off the motor in event of low oil level. A relay shall be included for mounting in the motor control panel.
- K. **Shaft Coupling:** The submersible motor shall be close coupled directly to the pump shaft using a solid sleeve coupling, which is keyed to both the pump and motor shafts. Slip clutches and shear pins between the shaft and the motor are considered unacceptable.
- L. **Stainless Steel Nameplate:** Shall be attached to the pump giving the manufacturer's model and serial number, rated capacity, head, speed and all pertinent data.
- M. **Submersible Motor:** The submersible motor shall be U/L or FM listed and suitable for Class I, Group C & D, Division I hazardous locations, rated at \_\_\_ HP, \_\_\_ RPM, \_\_\_ Volts, 60 Hertz and 3 phase, 1.15 service factor (1.0 for Continuous In-Air) with Class F insulation. Motor shall have tandem mechanical seals in oil bath and dual moisture sensing probes. Moisture probes must be connected to indicate water intrusion. The lower motor seal shall be exposed only to the lubricant in the pump bearing housing, with no exposure to the pumped media. Motor shall include two normally closed automatic resetting thermostats connected in series and embedded in adjoining phases. The thermostats must be connected per local, state, and/or the National Electric Code to maintain hazardous location rating and to disable motor starter if overheating occurs. Motor frame shall be cast iron, and all external hardware and shaft shall be stainless steel. Motor shall be sized for non-overloading conditions.
- N. **Guide Rail System:** Provide a guide rail system consisting of two galvanized or stainless steel guide rails (by others), cast ductile iron pump guide bracket, cast ductile discharge elbow with mounting feet and Class 125 flanges, 316 stainless steel upper guide rail mounting bracket, and 316 stainless steel intermediate guide rail stiffener bracket every 10 feet.
- O. **Optional Spark Proof Guide Rail System:** Provide a non-sparking guide rail system consisting of two galvanized or stainless steel guide rails (by others), cast bronze pump guide bracket, cast ductile iron discharge elbow with mounting feet and Class 125 flanges, 316 stainless steel upper guide rail mounting bracket, and 316 stainless steel intermediate guide rail stiffener bracket every 10 feet. System design shall prevent spark ignition of explosive gases during pump installation and removal.
- P. **Surface Preparation:** Solvent wash and a single coat of Tnemec 431 epoxy applied at 5 MDFT minimum (except motor).
- Q. **OPTIONAL Surface Preparation:** SSPC-SP6 commercial sandblast (except motor), a prime coat of Tnemec 431 epoxy and a finish coat of Tnemec 431 epoxy for total finish of 30 MDFT minimum (except motor).



Office of the Select Board  
Office of the Town Manager



Town of Ayer | Ayer Town Hall | 1 Main Street | Ayer, MA 01432 | 978-772-8220 | www.ayer.ma.us

**MEMORANDUM**

**DATE:** February 3, 2023

**TO:** Ayer Select Board

**FROM:** Robert A. Pontbriand  
Town Manager

**SUBJECT:** Town Manager's Report for the February 7, 2023 Select Board Meeting

Dear Honorable Select Board Members,

I am pleased to transmit to you the following Town Manager's Report for the February 7, 2023 Select Board Meeting. If you have any questions prior to the meeting, please do not hesitate to contact me directly. Thank you.

**Administrative Update/Review of Town Warrant(s):**

- At the meeting I will provide a brief Administrative Update on the various activities, initiatives, and projects of the Town since the Select Board last met on January 17, 2023.
- I have reviewed, approved, and signed the following Town Warrants since the Select Board last met on January 17, 2023:

Accounts Payable Warrant #23-14 in the amount of \$1,562,742.13 was reviewed, approved, and signed on January 17, 2023.

Payroll Warrant #23-15 in the amount of \$390,923.14 was reviewed, approved, and signed on January 24, 2023.

Accounts Payable Warrant #23-15 in the amount of \$913,638.22 was reviewed, approved, and signed on January 31, 2023.

**FY 2024 Budget Update / FY 2024 Energy Budget Update:**

- At the meeting I will provide a brief update on the FY 2024 Budget as well as a brief update on the FY 2024 Energy Budget.

**Select Board Letter to MART Re: Shuttle Service for Devens Symposium:**

- Attached is a DRAFT letter to MART from the Select Board requesting they provide shuttle service to the Town of Ayer for the Devens Symposium to take place on Friday, March 10, 2023 specifically for the Devens tour component of the Symposium. The Select Board is respectfully requested to review, vote to approve, and sign at the meeting (See attached).

**Select Board Authorization of Invitation for Devens Symposium:**

- Attached is a proposed invitation template from the Select Board inviting various individuals and stakeholders to attend the Devens Symposium in Ayer on March 10 and March 11. The Board is respectfully requested to review and vote to authorize the use of this invitation template to include Select Board signatures for the Devens Symposium (See attached).

**2023 Seasonal Population Estimate for ABCC:**

- The Select Board is respectfully requested to review and vote to approve the 2023 Seasonal Population for the ABCC. The Assistant Town Manager will make a brief presentation at the meeting.

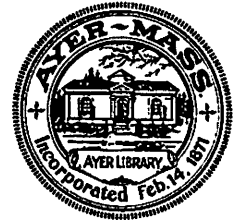
**Amendment #8 - Agreement for Veterans Services - MassDevelopment:**

- The Select Board is respectfully requested to review and vote to approve Amendment #8 to the Agreement between the Town of Ayer and MassDevelopment for Veterans Services. Amendment #8 would extend the existing terms of the Agreement for Veterans Services between the Town of Ayer and MassDevelopment until August 31, 2023. The Assistant Town Manager will make a brief presentation at the meeting.

Thank you.

Attachment(s):           DRAFT Select Board Letter to MART Re: Shuttle Service for Devens Symposium  
                                  DRAFT Invitation Template for Devens Symposium

**Office of the Select Board  
Office of the Town Manager**



**Town of Ayer | Ayer Town Hall | 1 Main Street | Ayer, MA 01432 | 978-772-8220 | [www.ayer.ma.us](http://www.ayer.ma.us)**

February 7, 2023

Montachusett Area Transit Authority  
Attn: Bruno Fisher, Administrator  
1427R Water Street,  
Fitchburg, MA 01420

Dear Mr. Fisher,

On Friday, March 3<sup>rd</sup> and Saturday, March 4<sup>th</sup> 2023, the Town of Ayer will be conducting the "Ayer+Devens (2033)" 2-Day Planning Symposium.

Invitees/Participants of the landmark 2-Day Symposium will include Federal and State legislative officials, regional planning partners, regional business leaders, non-profit organizational representatives, real estate & banking professionals, members of municipal boards and commissions, regional media, the general public, and more.

One of the most anticipated activities of the 2-Day Symposium is a proposed Shuttle Bus Tour of Devens for the Friday, March 3<sup>rd</sup> program.

The Shuttle Bus Tour is proposed for a time period of 12:00 Noon-2:00 PM on Friday, March 3<sup>rd</sup>. The Symposium program would require the provision of two (2) Shuttle Buses for the proposed date/time period.

This correspondence serves as official and respectful request from the Ayer Select Board to MART for the provision of two (2) MART Shuttle Buses for the "Ayer+Devens (2033)" 2-Day Symposium event.

We thank our valued professional partners at MART for our long-standing and on-going partnership to improve the quality of sustainable development, transportation, and quality-of-life for the Town of Ayer and the Montachusett Region.

Thank you for your time and consideration.

Jannice L. Livingston, Chair

Shaun C. Copeland, Vice Chair

Scott A. Houde, Clerk

***The Ayer Select Board***



# *You Are Invited*

We, the Ayer Select Board, the Office of the Ayer Town Manager, and the Ayer Office of Community & Economic Development (AOCED), are writing to invite you to join with a select group of local and regional leaders to participate in an unprecedented landmark 2-Day Civic Symposium, titled the  
**“Ayer+Devens (2033)” 2-Day Symposium.**

The “Ayer+Devens (2033)” 2-Day Symposium is scheduled for **Friday, March 10<sup>th</sup> & Saturday, March 11<sup>th</sup>** late morning/afternoon at Historic Ayer Town Hall in the Great Hall, at One Main Street, Ayer MA.

The 2-Day Symposium will serve to catalyze and galvanize a collaborative civic effort to learn, better-understand, envision, plan, develop, engage, and drive an inclusive public-process whereby the Town of Ayer will determine if it is in the best interest of its current and future residents/generations to reclaim the “historic Ayer land” contained within the Devens Enterprise Zone by the year of 2033.

The “historic Ayer land” at Devens includes northerly/northeasterly portions of the former Fort Devens, and including the Nashua Riverfront along MacPherson Rd., and the former Moore Army Airfield. (*See attached mapping*).

The 2-Day Symposium will offer participants a delicious Invitational Brunch, Visual Presentations, Group Shuttle Bus Tours of Devens & Nashua Riverfront, Topic Panel Discussions, Break-Out Discussion Groups, a Great “Future Ayer+Devens” Public Design Charrette Studio in the Great Hall, Facebook Live-Streaming Reports, and lots of good local foodie offerings!

*To confirm your attendance on Friday or Saturday (or both)  
to this exciting 2-Day event, please RSVP to:  
Ayer Office of Community & Economic Development, Ayer Town Hall at  
[amanoian@ayer.ma.us](mailto:amanoian@ayer.ma.us).*

If you have any questions, please contact Alan S. Manoian, Dir. AOCED at Ayer Town Hall at 978.772.8220 X141 and/or [amanoian@ayer.ma.us](mailto:amanoian@ayer.ma.us)



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

*Broadcast and Recorded by APAC*

**January 17, 2023**  
**Open Session Meeting Minutes**

**SB Present:** Jannice L. Livingston, Chair; Shaun C. Copeland, Vice-Chair; Scott A. Houde, Clerk

**Also Present:** Robert A. Pontbriand, Town Manager  
Carly M. Antonellis, Assistant Town Manager

**Call to Order:** J. Livingston called the meeting to order at 6:00 PM. J. Livingston stated that this meeting/hearing of the Ayer Select Board will be held in-person at the location provided on this notice. Members of the public are welcome to attend this in-person meeting. Please note that while an option for remote attendance and/or participation via Zoom is being provided as a courtesy to the public, the meeting/hearing will not be suspended or terminated if technological problems interrupt the virtual broadcast, unless otherwise required by law. Members of the public with particular interest in a specific item on this agenda should make plans for in-person vs. virtual attendance accordingly. This meeting will be live on Zoom and Channel 8. The public may access the proceedings by joining Zoom (Meeting ID# 897 9080 0793) or by calling (929-205-6099).

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

**Approval of Meeting Agenda:**

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

**Motion passed 3-0.**

**Announcements:** J. Livingston announced that the Winter Parking Ban is in effect from November 15 through April 15. She also announced that the Cable Advisory Committee will be holding a public hearing tomorrow on February 18, 2023 at the Ayer Shirley Regional High School.

**Public Input:** None

**Dr. Katie Petrossi, Director, Council on Aging:** K. Petrossi was in attendance to ask the Select Board to accept a donation from the Friends of the Nashoba Valley Medical Center in the amount of \$500.

**Motion:** A motion was made by S. Copeland and seconded by S. Houde to accept the donation from the Friends of the Nashoba Valley Medical Center in the amount of \$500. **Motion passed 3-0.**

**Jeff Thomas, Director, Dept. of Parks and Recreation - Kiddie Junction Playground Update:** J. Thomas was in attendance to update the SB on the Kiddie Junction Playground project. He handed out an updated cost estimate from the Town's consultant. There is about \$550,000 available for the project from prior authorizations. The Parks Commission plans on seeking an additional \$500,000 from the Community Preservation Committee and an additional \$460,000 from the Capital Planning Committee and ARPA funding. J. Livingston asked if the Parks Commission had asked Nashoba Tech or the Boy

Scouts to help with certain aspects of the project. J. Thomas said that they hadn't yet, but are planning to do so in the future and that they are always looking to partner with volunteers. J. Livingston also asked if the Parks Commission had thought about selling bricks or trees to help fundraise for the project. J. Thomas said they would be pursuing fundraising opportunities.

S. Houde stated that he is on the Capital Planning Committee and there is support on the Committee for the project. He cautioned that there are several other big items that have been submitted to the Capital Planning Committee, such as the West Main Street Bridge and the new Fire Dept. truck.

There was additional discussion relative to the funding options of the project. J. Thomas stated that there have been two major factors in the cost increase; the cost of the equipment has doubled and that the first funding authorizations for the project were for Phase 1 only, which were the demolition of the original structure and soil remediation.

Pauline Conley, 40 Cambridge Street also suggested selling bricks and/or trees to help offset costs.

**Susan Copeland, Town Clerk – Opening of Annual Town Election to be held on April 24, 2023:**

Susan Copeland was in attendance asking the SB's consideration to open the Annual Town Election, which is being held on Tuesday May 9, 2023 from 7:00:AM – 8:00 PM in the Great Hall of the Town Hall. Nomination papers for the following offices will be on the ballot: Assessor (1) 3-year term; Board of Health (1) 3-year term; Commissioner of Trust Funds (1) 3-year term; Constable (1) 3-year term; Library Trustee (1) 3-year term; Park Commissioner (2) 3-year term; Planning Board (2) 3-year term; Regional School District Committee (1) 3-year term; Select Board (1) 3-year term; Housing Authority (1) 5-year term.

She noted that nomination papers can be requested from and submitted to the Town Clerk's Office during regular business hours. The last day to request nomination papers is Friday, March 17th, 2023, at 12:00 PM and the last day to submit nomination papers is Tuesday, March 21st, 2023, at 5:00 PM. Susan Copeland stated that there is a requirement for 32 valid signatures on nomination papers.

**Motion:** A motion was made by Shaun Copeland and seconded by S. Houde to open the nomination process for the Annual Town Election offices to appear on the ballot as read by the Town Clerk. **Motion passed 3-0.**

**Opening of Annual Town Meeting (Monday April 24, 2023) Warrant:** R. Pontbriand is recommending that the SB vote to officially open the 2023 Annual Town Meeting Warrant. He also offered the following dates set by the Town's Budget and Town Meeting Calendar:

- The deadline for all Warrant Articles will be 12pm on March 31, 2023.
- The deadline for all Citizen's Petitions to the Town Clerk will be 12pm on March 31, 2023.
- The SB will meet to finalize and approve the 2023 Annual Town Meeting Warrant at their meeting on Tuesday, April 4, 2023 at 6pm.
- The 2023 Annual Town Meeting Warrant will be officially posted by Friday, April 7, 2023 and sent for printing and mailing to all Ayer households in advance of Town Meeting.
- The 2023 Annual Town Meeting will take place on Monday, April 24, 2023 at 7pm in the Auditorium of the Ayer Shirley Regional High School.

**Motion:** A motion was made by S. Houde and seconded by S. Copeland to open the Annual Town Meeting Warrant for the April 24, 2023 Annual Town Meeting. **Motion passed 3-0.**



**Town Manager's Report - Administrative Update/Review of Town Warrant(s):** R. Pontbriand provided a brief Administrative Update to the Select Board on the various activities, initiatives, and projects of the Town since the Select Board last met and referenced the Town Warrants that are in the Select Board's packet that were approved since the Select Board last met. R. Pontbriand also announced the Public Hearing being held tomorrow on January 18, 2023 by the Cable Advisory Committee and the First Public Budget Forum being held on January 25, 2023. At the next Select Board meeting on February 7, 2023, the Finance Committee will be attending to hear the Ayer Shirley Regional School District Budget Presentation. He said he is open to recommendations by the Board on what information they would like presented at the budget forum on January 25, 2023.

*FY '24 Budget Update* – R. Pontbriand stated that DRAFT #1 was submitted to the SB and Finance Committee on January 13, 2023 and it was a starting off point and will be subject to adjustments as we go through the process. He noted that energy and fuel costs are significant in this budget. There is an administrative day sergeant being proposed in the Police Department and the Building Department is proposing increasing the Assistant Building Inspector's hours from part-time to full-time. He is recommending that the Reserve Fund be reduced from \$300,000 to \$200,000; traditionally, pre-pandemic, the Reserve Fund was funded at \$150,000. There will be a slight reduction in the Town Counsel budget. He is awaiting additional information on the insurance lines. The first DRAFT does not include COLAs; 3 non-union contracts that are being negotiated; and the Town Hall Clerical Union negotiations, which are also underway.

**New Business/Select Board Member Questions – Enforcement of Trash Receptacles on Public Ways (S. Houde):** S. Houde is looking for additional information on trash receptacles in public ways and what the Town's options are. R. Pontbriand has spoken with the Building Commissioner and the Health Agent about the issue. The Building Commissioner will be attending the Board's next meeting in February.

J. Livingston stated that the Chairs of the Devens Jurisdictional Framework Committee from Ayer, Shirley and Harvard have been invited to sit down with MassDevelopment on February 6, 2023 and she will keep the Board updated.

**Approval of Meeting Minutes:** A motion was made by S. Houde and seconded by S. Copeland to approve the meeting minutes from December 6, 2022 and December 20, 2022. **Motion passed 3-0.**

**Adjournment:** A motion was made by S. Copeland and seconded by S. Houde to adjourn at 6:56 PM. **Motion passed 3-0.**

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

Date Minutes Approved by SB: \_\_\_\_\_

Signature Indicating Approval: \_\_\_\_\_