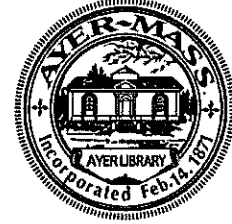


Town of Ayer
Board of Selectmen
Ayer Town Hall – 1st Floor Meeting Room
Ayer, MA 01432



Tuesday January 19, 2016
Meeting Minutes

Broadcast and Recorded by APAC

Present: Gary J. Luca, Vice-Chair; Christopher R. Hillman, Clerk
Robert A. Pontbriand, Town Administrator
Carly M. Antonellis, Assistant to the Town Administrator

Absent: Jannice L. Livingston, Chair

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

Review and Approve Agenda:

Motion: A motion was made by C. Hillman and seconded by G. Luca to approve the agenda as printed.

Motion passed 2-0.

Recognition of Broncos Cheerleading Team: G. Luca recognized Candy Maki, Coach of the Ayer Shirley Broncos Cheerleading Team. The Board of Selectmen presented the Broncos Cheerleading Team with a Certificate of Recognition for winning the American Youth Cheering National Championship.

Announcements: G. Luca made the following announcements:

- 3rd Quarters Taxes are due on Monday, February 1st, 2016
- 2016 Dog Tags are available and due by March 31st to avoid any late fees
- Last Day to register to vote or to change your party affiliation for the March 1st Primary is on February 10th
- Nomination papers for the Monday, April 25, 2016 Ayer Annual Town Election are now available
- A Winter Parking Ban is in effect until April 15, 2016
- The Ayer Planning Board is hosting an Informational Session on Tuesday January 26, 2016 at 5:30 PM which will provide an overview of the 2015 Proposed Zoning Bylaw

Public Input: None

Ms. Alicia Hersey, Office of Community Development: A. Hersey explained a request to carryover \$72,225.98 of unobligated funds from year one of the SAMHSA Behavioral Health Treatment Court Collaborative Grant.

Motion: A motion was made C. Hillman to approve the request for carryover in the amount of \$72,225.98 with signature by the Town Administrator. **Motion passed 2-0.**

Ms. Cindy Knox, I.T. Administrator: C. Knox made a presentation of the newly launched Town of Ayer website. C. Knox and the IT Committee have been redesigning the website for over a year. R. Pontbriand and members of the BOS congratulated C. Knox on the redesign.

Superintendent Mark Wetzel, Department of Public Works: M. Wetzel and Town Engineer Dan Van Schalkwyk gave presentations on the following:

Stony Brook Wastewater Pumping Station Change Order – M. Wetzel reported that the replacement project is complete and in service. He also reported that the project was finished a month ahead of time. The change order being presented for consideration is an overall contract **decrease** in the amount of \$ 7,046.85.

Motion: A motion was made by G. Luca and seconded by C. Hillman to execute the change order for the Stony Brook Wastewater Pumping Station in the amount of (\$7,046.85). **Motion passed 2-0.**

Shirley Street Bridge and West Main Street Culvert Report – M. Wetzel and D. Van Schalkwyk made a presentation on the current conditions of the Shirley Street Bridge and the West Main Street Culvert. Per the Capital Planning Committee, they are seeking authorization of up to \$100,000 from the UDAG account for engineering services.

Motion: A motion was made by C. Hillman and seconded by G. Luca to authorize up to \$100,000 from the UDAG account to fund engineering services for West Main Street Culvert and Shirley Street Bridge. **Motion passed 2-0.**

Complete Streets Presentation – M. Wetzel explained that MassDOT has implemented a Complete Streets program, providing grant funding for communities to plan and construct Complete Streets projects. Complete Streets is a design approach that focuses on the safety and comfort of all roadway users, including pedestrians, bicyclists and public transit.

Personnel Board Initial Classification Recommendation: Personnel Board Member Brian Gill informed the BOS that the Personnel Board had recently classified the newly created position of Police Department Records Clerk as a Grade 3 according to the Non-Union Compensation Grid adopted by Special Fall Town Meeting in October of 2015.

Motion: A motion was made by C. Hillman and seconded by G. Luca to classify the Police Department Records Clerk as a Grade 3. **Motion passed 2-0.**

Town Administrator's Report: R. Pontbriand gave a brief Administrative Update relative to the FY'17 budget process. He also gave an update on the hiring process for the Administrative Coordinator position.

Mary Spinner, 18 Myrick Street had questions on the following: Status of the payback for the Willows Water Tank, status of the transfer of the OPEB funds into the PRIT account, having the Town enter into an aggregation agreement as it pertains to electric rates that would benefit the entire town.

New Business/Selectmen's Questions:

C. Hillman gave update on the Willow Road/Rt. 2A Project. Both Towns are meeting with MassDOT on Friday January 19, 2016.

C. Hillman asked G. Luca if there was an update on JBOS. G. Luca stated there is no update and is waiting for the Town of Shirley to call a meeting.

Approval of Meeting Minutes: C. Antonellis explained that on the DRAFT minutes there was a small error. The Chair's announcement relative to the Zoning Bylaw Informational Session was listed as January 25, 2016. The date of the Zoning Bylaw Informational Session is on January 26, 2016 and has been changed.

Motion: A motion was made C. Hillman and seconded by G. Luca to approve the meeting minutes of January 5, 2016, as amended. **Motion passed 2-0.**

Executive Session: A motion was made by G. Luca and seconded by C. Hillman at 8:39 PM to enter into Executive Session pursuant to MGL c.30A, section 21A Exemption #3 (Collective Bargaining) APPOA Step 4 Grievance and Exemption #3 (Collective Bargaining) Negotiations Strategy (DPW Union, Firefighters Union and Police Superiors Union) and to adjourn from Executive Session. G. Luca further stated that to discuss these items in Open Session would be detrimental to the Town's negotiating study. **By Roll Call: G. Luca, aye; C. Hillman, aye. Motion passed by Roll Call 2-0.**

Minutes Recorded and Submitted by Carly M. Antonellis

Minutes Approved by BOS: February 2, 2016

Christopher R. Hillman, Clerk: Christopher R. Hillman