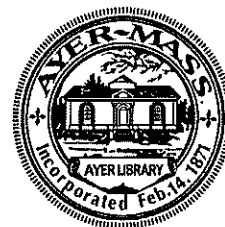


Town of Ayer  
Board of Selectmen  
Ayer Town Hall – 1<sup>st</sup> Floor Meeting Room  
Ayer, MA 01432



Tuesday January 5, 2016  
Meeting Minutes

*Broadcast and Recorded by APAC*

Present: Jannice L. Livingston, Chair; Christopher R. Hillman, Clerk

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

Absent: Gary J. Luca, Vice-Chair

**Call to Order:** J. Livingston called the meeting to order at 7:00 PM.

**Review and Approve Agenda:** J. Livingston stated that she would entertain a motion to amend the agenda by removing the Depot Square update. She stated that the Town is making progress with the landowners and that when an update becomes available, she will share it. She also stated that the BOS has received information on the frame work for an eminent domain taking.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to approve the agenda, as amended.

**Motion passed 2-0.**

**Announcements:** J. Livingston made the following announcements:

- 3<sup>rd</sup> Quarters Taxes are due on Monday, February 1<sup>st</sup>, 2016
- 2016 Dog Tags are available and due by March 31<sup>st</sup> to avoid any late fees
- 2016 Census is being mailed this week. Please return to the Town Clerk's office within 14 days of receiving
- Last Day to register to vote or to change your party affiliation for the March 1<sup>st</sup> Primary is on February 10<sup>th</sup>
- Nomination papers for the Monday, April 25, 2016 Ayer Annual Town Election are now available
- A Winter Parking Ban is in through April 15, 2016

**Public Input:** None

**Joint Public Safety Meeting with Town of Littleton Board of Selectmen:** The BOS was joined by the Town of Littleton BOS to discuss needed safety improvements to the Willow Road/2A Intersection.

Littleton BOS Chairman Jim Karr called the meeting to order and introduced his members. In addition to Chairman Karr, BOS members Melissa Hebert, Paul Avella, Joseph Knox and Charles DeCoste were in attendance.

J. Karr explained that after a fatal accident at the intersection, on top of numerous other motor vehicle accidents, he felt it was long overdue for both Town's to engage Mass Highway and the Legislative Delegation to make improvements to the intersection. He also explained that the Littleton BOS will hold a similar public information meeting on January 11, 2016 at 6:45 PM.

Littleton Police Chief Matthew King gave a PowerPoint presentation highlighting the research that has been done by both communities which confirms the high traffic volume and motor vehicle accident history.

Mr. Richard Maimone, 23 Mountain Laurel Road, stated that his wife had an accident at this intersection and that he would like to see it fixed.

J. Karr noted that as part of the Pingry Hill subdivision approval, the developers were responsible for a portion of the mitigation costs.

Mary Spinner, 18 Myrick Street, asked who was going to pay for the improvements.

J. Karr stated that this is a state road and falls within the state's jurisdiction and that the state should be responsible in paying for it.

M. King stated that Mass Highway has reached out to discuss the data that was collected by the Town of Littleton.

Steve Mullaney, Mullaney Engineering, asked if the regional planning agencies have been contacted to put this on the TIP list. Littleton Town Administrator Keith Bergman stated that because projects on the TIP take a long time, both Towns decided that contacting Mass Highway would be the most direct approach.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston that the Ayer and Littleton Boards of Selectmen jointly vote to request that MassDOT provide signalization and improvements to the intersection of Littleton-Ayer Road (Rt. 2A/110), Willow Road, and Bruce Street at the Littleton/Ayer town line as an urgent matter of public safety; and further to request the assistance of our state legislative delegations in scheduling a meeting with MassDOT to discuss this joint request. **Motion passed 2-0.**

**Littleton Motion:** A motion was made by J. Karr and seconded by M. Hebert to request that MassDOT provide signalization and improvements to the intersection of Littleton-Ayer Road (Rt. 2A/110), Willow Road, and Bruce Street at the Littleton/Ayer town line as an urgent matter of public safety; and further to request the assistance of our state legislative delegations in scheduling a meeting with MassDOT to discuss this joint request. **Motion passed 5-0.**

The Littleton BOS adjourned at 7:40 PM.

**Town Administrator's Report:** R. Pontbriand gave a brief administrative update focusing on the FY' 17 budget process and various calendar year-end requirements.

*Appointments* – R. Pontbriand presented a memo from Ayer Police Department Chief William A. Murray requesting the appointment of detail officers. These are officers from other communities who work details in the Town of Ayer when needed.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to appoint all detail officers as recommended by Chief Murray in his December 30, 2015 memo effective immediately through December 31, 2016.

**Motion passed 2-0.**

R. Pontbriand then presented a request from Recycling Committee Chair Lauri Sabol to appoint Ms. Janice Goodrow to the Recycling Committee.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to appoint Ms. Janice Goodrow to the Recycling Committee for an unexpired term ending June 30, 2016. **Motion passed 2-0.**

*MMA Voting Delegate* – R. Pontbriand explained the request from the Massachusetts Municipal Association to name a voting delegate for the Town of Ayer for the upcoming Annual Meeting.

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to name Town Administrator Robert Pontbriand as the Town of Ayer’s voting delegate for the 2016 Massachusetts Municipal Association convention to be held on January 22-23, 2016. **Motion passed 2-0.**

*Update on 2015-2016 Town Administrator’s Goals and Objectives* – R. Pontbriand then gave a status update of his FY’16 Goals and Objectives.

**New Business/Selectmen’s Questions:** C. Hillman asked about the status of the trees across from Town Hall. The Town had submitted a request to the MBTA to prune trees to heighten visibility. R. Pontbriand will follow-up.

J. Livingston asked about the status of the windows project at Town Hall. R. Pontbriand explained that the project was reviewed and denied by Massachusetts Historic Commission (MHC) because the window frame materials in the project were not native wood and did not meet MHC requirements. Additionally at the Towns request, the Legislative delegation had advocated for the project to MHC but MHC denied the project because it does not meet their requirements. Town Counsel also reviewed and advised the Town not to proceed with a project not approved by MHC. Finally, in order to meet MHC requirements the project would have cost approximately \$300,000 to \$400,000 dollars and there would be no rate of return or energy savings. Finally the Town has a Massachusetts Historic Commission designation and received a \$100,000 grant from MHC for the Great Hall, thus MHC approval is mandated.

**Approval Meeting Minutes:**

**Motion:** A motion was made by J. Livingston and seconded by C. Hillman to approve the minutes of December 15, 2015. **Motion passed 2-0.**

J. Livingston then announced the Ribbon Cutting for the new Family Dollar located on Park Street which will take place Saturday January 9, 2016.

C. Hillman then asked the Town Administrator to reach out to Walgreens to see if they would be interested in coming to Ayer.

J. Livingston announced the All Boards/Committee meeting to be held on January 26, 2016 at 5:30 PM regarding the proposed Zoning Bylaw change.

**Adjournment:**

**Motion:** A motion was made by C. Hillman and seconded by J. Livingston to adjourn at 8:18 PM. **Motion passed 2-0.**

**Minutes Recorded and Submitted by Carly M. Antonellis**

**Minutes Approved by BOS:** January 19, 2016

**Christopher R. Hillman, Clerk:** Ch. R. Hill