

Ayer Office of Community & Economic Development

Monthly Report: November-December 2017

Respectfully submitted by Alan S. Manolian, Director of Community & Economic Development

Redevelopment of the Historic Ayer Central Fire Station: As was reported in the AOCED Oct-Nov Monthly Report; "As per meeting on 11/16 (with Mr. Conrad Donell & Atty. Thomas Gibbons) it was confirmed that Mr. Donell has not secured and therefore cannot evidence any commercial financing or any personal/self- financing funds towards the project (as required in (b) Financing). Also, it was confirmed that Mr. Donell has not produced any detailed and required redevelopment project Plans & Specifications (as required in (d) Approved Plans & Specifications). The closing deadline as contained and agreed upon in the P&S is 12/31/2017. As of the writing of the report it is unclear and uncertain if C. Donell Homes, Inc. will meet their contractual obligations as contained and agreed upon in the P&S." On 12/4/2017 Town Administrator met with proposed buyer's attorney to discuss and determine the intentions with regard to contractual executed P&S obligations of the proposed buyer; Is the proposed buyer proceeding with satisfying the contractual obligations of the executed P&S or is he not? Proposed buyer's attorney did communicate that the proposed buyer does intend to satisfy all contractual executed P&S obligations and move forward with the redevelopment of the historic Fire Station. On 12/8/2017 proposed buyer's attorney forwarded the following email message to Town Administrator & AOCED; "Robert and Allan, Conrad has a letter from Main Street Bank, which he will drop off to me today and I will scan and email to you. He tells me that he is still waiting on the Architect for an answer on the time for delivery of the plans that will meet the Towns requirements that Robert and I discussed. I know that you are only there until early afternoon, so I wanted to update you before the weekend. Thank you." As of 12/20/2017, the AOCED has not received any of the documents/materials referenced above from Atty Gibbons. The proposed buyer's credibility has worn "thin", however, the AOCED continues to be cautiously optimistic that the proposed buyer will comply with the contractual obligations to which he agreed, and that this deal will be brought to a successful closing.

Ayer Master Plan Process:

The following Ayer Master Plan Process Completion Schedule is a (firm schedule);
Ayer Master Plan

Process Completion Schedule 2017-2018

12/1/2017 – 12/30/2017: Internal 1st DRAFT Sections Reviews & Edits

1/9/2017: Ayer Master Plan Steering Comm. DRAFT Section Final Review Workshop

1/8/2017 – 1/29/2017: Final Follow-Up Review Sessions with Master Plan Section Work Groups

1/24/2018 (Wednesday Night): 1st DRAFT Ayer Master Plan Public Engagement Forum
1/29/2018: Deadline for Completion & Submission of Section Reviews & Edits
2/15/2018: Presentation of 1st DRAFT Ayer Master Plan to Ayer Planning Board
2/16/2018 – 2/23/2018: 2nd DRAFT Workout & Final Modifications (Internal Review)
3/2/2018: 2nd DRAFT Full Master Plan Completion & Submission
3/15/2018: Presentation of 2nd DRAFT Ayer Master Plan to Ayer Planning Board/Final Modifications
3/23/2018: Final Production & Packaging of Ayer Master Plan
(TBA): Presentation of Final DRAFT Ayer Master Plan to Ayer BOS

Ayer Office of Economic & Community Development Webpage Design & Launch: The new AOCED Webpage design & framework production is completed. On 12/19/2017 the Dir. of AOCED conducted a BOS presentation to introduce the new webpage design & framework. The AOCED webpage will be officially launched on-line on 1/2/2018; a (hard deadline). The new page will be launched, and from the date of launch will be continually and consistently “populated” with resourceful content.

Pleasant Street School Building Historic Preservation Restriction: On 12/19/2017 Dir. of AOCED attended the Ayer Housing Authority Board of Directors Meeting in order to finalize the execution of the completed Pleasant St. School Historic Preservation Restriction Agreement. The Ayer Housing Authority Board members executed the Preservation Restriction document. On 12/19/2017 Dir. of AOCED communicated with Ruth Rhonemus of the Ayer Historic Commission, and will be meeting with members of the Historic Commission for their execution of the document within the week. With this, the Preservation Restriction will be recorded, and this project is completed.

Ayer Rotary Design Improvement Project: The Dir. of AOCED organized, scheduled and conducted an Ayer Rotary Design Improvement Workshop on 12/12/2017 at Ayer Town Hall. Invitees included Chairman Chris Hillman, DPW Supt. Mark Wetzel, Conservation Admin Jo-Anne Crystoff, Town Planner Mark Archambault, Landscape Designer Sally Ream & Town Administrator Robert Pontbriand. The Workshop Session proved to be a productive session with the exchange of practical knowledge of the Rotary, expectations & consensus for the level of design and presentation, coordination with Mass DOT, proposed design concepts and constraints, funding levels, funding sources, existing conceptual design plans provided by DPW, and possible project schedules. The Dir. of AOCED will take responsibility for the management & delivery of this project; the project will be driven hard going forward. Dir. of AOCED will be meeting with DPW Supt. during the next week to secure contact information for all Mass DOT personnel associated with the Rotary; again, the project will be driven hard over the next 2-months with the intent of design improvements to be installed for May 2018. The Ayer Rotary Work Group will be scheduled to meet every two-weeks for the next 2-3 months.