

Ayer Office of Community & Economic Development
Monthly Report: August 2021

Respectfully submitted by Alan S. Manolian, Dir. AOCED

Park Street (FBC/Traditional Downtown Street) Transformation Project/Housing

Choice Capital Grant: On August 27th the project consultants, Green International Affiliates reported the following to Ayer municipal project officials: “As discussed on the phone, we have reviewed the Base Map provided to us for the Park Street project. After completing our review, we identified the following items that we wanted to bring to your attention with the survey:

- The survey beyond the edge of roadway is not detailed enough for final design. Topo does not extend far enough and details at the edge of the survey are missing, such as bottom of step elevations and door threshold elevations.
- The survey control was performed using RTK. There could be significant deviation in both the horizontal and vertical control of up to 0.3'. The potential error could result in issues during construction. Also, RTK control is not recordable at the registry should right-of-way or easement plans be needed during final design.
- The AutoCAD break lines and figures are missing. We need those AutoCAD objects to re-use the survey and provide an accurate Base Map and surface when we add in our supplemental survey.

After considering these items and to not delay the project, we feel it is best for the Town for us to redo the survey so we have a Base Map that will be suitable for final design and construction documents and recording in the registry if needed...We propose performing new survey and preparing a new Base Map with the following information:

- Full topo within about 20'-25' from the existing edge of pavement/back of sidewalk, including bottom of step and threshold elevations
- 2018 Civil 3D surface and survey objects
- New control using OPUS GPS to satisfy registry standards
- Updated right-of-way plot
- Updated utility plotting based on record plans already provided by the Town and utility companies
- Drainage and sewer inverts using the invert info included in the Northeast Survey Consultants CAD file. We will spot check the info provided by Northeast Survey by opening a few of the existing structures and adjust the invert elevations to match our survey. If we find significant discrepancies, we may need additional effort to open all of the structures.
- Property lines based on the Northeast Survey Consultants CAD file and rotated to match the right-of-way plotting by Green. Additional effort

may be required to update the property lines if additional right-of-way or easements are needed during final design.

Assuming we can complete the field work in 3 days, we believe we can complete the work noted above within our existing budget for Task 2. As discussed, we will schedule a field crew in the next couple of weeks and complete the survey without effecting the schedule or requiring design re-work."

The Dir. of AOCED will be scheduling a Project Team update/coordination meeting for mid-September. A Park Street Transformation Project mobile/walking workshop will also be scheduled and conducted in mid-September. The Park Street design/engineering project is to be completed by June 2022 as per the Massachusetts Housing Choice Capital Grant contractual agreement.

The Downtown Ayer "Heart of Hometown" Festival: The AOCED is leading the effort to conduct the 1st Annual Downtown Ayer "Heart of Hometown" Festival scheduled for Saturday, October 2nd on Newton Street from 11:00AM-4:00PM. The "Heart of Hometown" Festival Committee (of ten) meets every Tuesday at 4:00PM on Newton Street. Main Street Bank is our Festival Gold Sponsor, with both Nashoba Valley Medical Center and Catania Oils joining as our Silver Sponsors. The Festival Committee is doing outstanding work with Committee members fully engaged in planning/management of Stage Logistics, Sound System Logistics, Communications & Advertising, Artist & Craftsperson Management, Restaurant & Eateries Coordination, Event-Day Management, etc. The Festival Committee is demonstrating noteworthy civic leadership & expertise in the event development/management. The landmark downtown event will feature live musical, live dance, live theatrical performances, as well as a "Taste of Ayer Restaurants", fine art exhibitions, artisan & craft displays, and more!

\$3.1 Million MassWorks Grant – West Main Street Corridor: 90% design/engineering plans have been completed and delivered by GPR, Inc. & Ayer DPW. On August 25th at 6:00PM the entire MassWorks West Main Street Project Team, including AOCED, Ayer DPW, Devens Enterprise Commission & MassDevelopment at Devens scheduled & conducted a most successful and well-attended West Main Street/MassWorks Infrastructure Project Public Forum at the Ayer DPW Facility. A substantial number of West Main Street property-owners, business-owners, commercial/residential realtors, Ayer municipal officials, and Ayer residents attended the Public Informational Forum at which the full-Project was reviewed in detail, followed by a question/answer/comment period. Also, the Dir. of AOCED, Ayer Town Engineer & representative engineer of GPR, Inc. met on three occasions (on-site) with the owner of 179 West Main Street in order to address owners concerns with new sidewalk ROW & impacted on-site parking. Project Construction/Specifications Bid Documents & associated Request For Proposal were finalized and issued on August 25th and are due for

submission to the Town of Ayer by September 23rd. The next Project Quarterly Report is due for submission to MassWorks Administrator on October 1, 2021.

Launch of the Re-Established Town of Ayer Commission on Disabilities: The past year saw the production, completion and submission to the Massachusetts Office On Disability, of the Town of Ayer's updated (100+ page) American With Disabilities (ADA) "Self-Evaluation & Transition Plan". The updated Plan was a successful process including the AOCED, Montachusett Regional Planning Commission, Office of the Ayer Town Manager, and all municipal departments – a great team effort. With the completion/submission of the updated "Self-Evaluation & Transition Plan" and with the appointment by the Ayer Select Board of five (5) new members of the Ayer Commission on Disabilities – the first official meeting of the renewed Ayer Commission on Disabilities is scheduled for the Week of September 20th. The AOCED working with the Town of Ayer ADA Coordinator/Office of the Ayer Town Manager will prepare and present an Executive Summary & Overview of "ADA Next Steps" for our municipal departments for the month of October 2021.

Ayer Affordable Housing Committee (AAHC)

The Ayer Affordable Housing Committee (AAHC) and the Ayer Affordable Housing Trust (AAHT) held a joint monthly meeting on July 28th. Four residents from Devenscrest Apartments were present at the meeting, these citizens spoke during public input regarding the sale of Devenscrest Apartments and the subsequent evictions. The Committee and the Trust heard their concerns, explaining that the Town would be hosting an information session the following evening on the July 29th, explaining that representatives from R-Cap Solutions would be there to speak on rental assistance, in addition a lawyer from Northeast Legal Aid would also be there to answer legal questions. A detailed discussion on the housing needs of both the Town and the State was had by the Committee and Trust that evening.

FY19 CDBG-CV Grant

FY19-CDBG-CV social service grant programs completed their fourth quarter, and the quarterly report was submitted to DHCD. The Ayer Library Internet Access program currently has internet hot spots and laptops available for loan. The Stone Soup Kitchen Food Pantry has used the balance of their funds. Loaves and Fishes was reimbursed for expenses from April through June, these grant funds were used to offset costs of food to stock the pantry. The other two social service programs, COA Meals Delivery Program and Nashoba Associated Boards of Health have not yet started using their grant funds. The Micro Enterprise Business Grant program has been closed out. A total of seven local small businesses received grants through this program. For these owners, this

program was essential in helping them through the difficult period of pandemic shut down.

A fiscal year end draw down was submitted to DHCD and the fourth quarter was closed out.

Downtown Flower Program

The Town's Downtown Flower program is going strong and has weathered the rainy month of July very well. Our Senior Work Off team is excellent, with their help the downtown looks great.

Ayer ADA Grant Accounting

The Town's ADA Self Evaluation and Transition was completed. The AOCED has submitted a reimbursement draw down request to Massachusetts Office on Disability (MOD).

End of Fiscal Year Accounting

The AOCED completed their fiscal reconciliation for FY21 on their grants and accounts, drawing down any outstanding monies.