

**Town of Ayer**  
**Board of Selectmen**  
**Town Hall, First Floor Meeting Room**  
**Ayer Massachusetts, 01432**  
**1-19-10**  
**Tuesday, January 19, 2010**



**Meeting Date: 1-19-10**

Present:

Cornelius F. Sullivan, Chairman (Mr. Sullivan)	X	Carolyn McCreary, Member (Ms. McCreary) (Absent)	A
Richard D. Gilles, Vice-Chairman (Mr. Gilles)	X	Gary J. Luca, Member (Mr. Luca)- (Absent)	A
James M. Fay, Clerk (Mr. Fay)	X	Shaun Suhoski, Town Administrator (Mr. Suhoski)	X
Janet Lewis, Secretary (Mrs. Lewis)	X		

Open Session:

7:15p.m. Chairman Sullivan called the meeting to order.

**Public Input:**

1. Doug Friedrich-Veterans Agent Committee Interviews-stated his review of selection process utilized, re his participation on Committee –under short notice. Mr. Friedrich stated his criteria utilized as Post Service Officer for American Legion re knowledge, service benefits, and communications. Selectman Fay & Chairman Sullivan thanking Mr. Friedrich for his input and contributions to Committee.
2. Selectman Fay, re Memorial Garden Committee advising to final draft completed, verification letters out to enrollees and Brian Anderson assisting the Committee with plaque company. Ceremony planned for Memorial Day in conjunction with American Legion on May 29, 2010, Committee working out details.

Chairman Sullivan called for a motion to approve the Agenda as amended. Selectman Gilles moved the Board approve the Agenda of 1-19-10 as presented, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.

**Agenda item #1. Introduction & Welcome new Economic Development Director David Maher**

Town Administrator Shaun Suhoski introduced David Maher. The Board announced their successful negotiations earlier in the evening with Mr. Maher and his acceptance of the position. Mr. Suhoski presented Mr. Maher's offer of employment agreement with the Town for the Board's and Mr. Maher's endorsement. Selectman Fay moved the Board vote to approve the employment agreement between the Town of Ayer and David Maher dated 1-19-10, 2<sup>nd</sup> by Selectman Gilles, VOTE: unanimous, so moved. The Board congratulated and welcomed Mr. Maher to the position of Economic Development Director. Mr. Suhoski advising to Mr. Maher starting at Grade 11 Step 3 of the Personal Policy at the salary of \$56,438.64 with a six (6) month probationary period. Mr. Maher to begin work the week of January 19, 2010.

**Agenda Item #2. Fire Chief, re Ambulance Rates-** The Board met with Chief Robert Pedrazzi

Chief Pedrazzi reviewed with the Board their past practice established in 2007 setting the ambulance billing fee at the Medicare allowable plus 30% changing the rate each year as Medicare changed. Chief Pedrazzi stating this year Medicare rates for ambulance reimbursement is going down which impacts the department by a 7.9% decrease in our rates or minus \$31,772 in ambulance receipts for this year. Chief Pedrazzi recommended the Board adopt a new policy to set the ambulance rates at a minimum of a least Medicare plus 50% or \$5,784 increase in revenue. Chief Pedrazzi also discussed considering raising rates to Medicare plus 60% reviewing with the Board his survey of other MA ambulance communities. The Board questioning what's driving the increase and chief Pedrazzi responding funding cost for new ambulance-funds put aside (Ambulance Enterprise) toward cost of new ambulance estimated at \$153K. Selectman Fay suggesting to jump to Medicare plus 100% as some other communities i.e. Westford, Sudbury, Wayland & Weston Chief Pedrazzi stated he was not comfortable jumping to 100%. The Board thanked Chief Pedrazzi for all his assistance keeping the Board informed of future impacts. Selectman Gilles moved the Board vote to approve Chief Pedrazzi

Recommendation and set the Town's Ambulance rate at Medicare plus 60%, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.

**Agenda Item #3. Public Hearing-Calvin Moore-Change of Alcohol License Request-Continued to next Selectmen's Meeting-due to insufficient legal notice posting. (2-2-10 @7:15p.m.)**

**Agenda Item #4. Veterans Agent Interviews-Three (3) Finalist - 30 minute segments**

**1. Mike DeTillion-**Interim Veterans Agent for the Town of Ayer-Veterans Service Officer for the Town of Shirley. Mr. DeTillion also advised to serving Town as VSO for three (3) months each year when Mr. Velez took his annual medical sabbatical since 2007. Mr. Detillion gave the Board a brief background re his military service, training, skills and knowledge. Mr. DeTillion advised Board to his taking annual training by the Dept. of Veterans Services to keep up with changes and skills/knowledge to assist Veterans as to which type of services they need i.e. health care, education, benefits. Knowledge of Chapter 115 policies & procedures, strong computer skills and budgeting experience. Mr. Detillion also detailed his professional experience, military service and education. Mr. Detillion advised to Devens support service with the Town of Ayer Veterans Office, current case load, needs of veterans, re counseling alcohol/drug abuse/suicide and referral, agencies. Mr. DeTillion advised to spending a lot of time in Ayer coming in all week long over and above his allocated 15 hours speaking to this being the kind of work he enjoys helping people. Mr. DeTillion spoke to his knowledge of military burial knowledge re cemetery procedures. Mr. DeTillion advising the Board he was amicable to change in hours to accommodate Veterans during the day. The Board conducted a brief question and answer session. The Board closed by thanking Mr. DeTillion for all his work for the Town of Ayer and took this under advisement for later deliberations.

**2. Edward Orr-**Town of Ayer resident for over twenty years. Commander of Local American Legion Post #183 for six years and Chairman of the Post's Executive Committee re the Clubs business/operations and presently Commander of the Post Honor Guard Rifle Squad. Mr. Orr spoke to his involvement with another Post when Ayer has it own and responding to his affection for participating with a lodge that is active in providing veterans with full military funeral honors stating there is no greater honor than to provide military honor services to those who have served. Mr. Orr stating the Ayer Post is great but doesn't participate to the level he wishes to be involved in. Mr. Orr spoke to community fundraising activities he is involved with the Legion along with assisting veterans. Mr. Orr gave the Board a brief history re employment, education and military service advising he is semi retired from HP not working presently giving him a flexible schedule living only a quarter mile from Town Hall. Mr. Orr stated Town of Ayer is better served with its own Veterans Officer, full-time position would only make it better. Town of Ayer has large retired military population from Devens should have its own Veterans Agent. Mr. Orr stated he has the passion to help others, has the time wants to do, can do the job. The Board conducted a brief question and answer session and closed by thanking Mr. Orr for coming in to meet with the Board and took this under advisement for later deliberations.

The Board went off the posted agenda to announce the State Special Election Results in the Town of Ayer to fill the late Senator Edward Kennedy's vacant seat: Chairman Sullivan read the Election numbers into the record: Martha Coakley-(D) 989, Scott Brown-(R) 1,467, Joseph Kennedy 41, Capuano 1, Lorabee 1 for a grand total of 2,499 votes cast in the Town of Ayer.

Veterans Agent Interviews (Continued)

**3. Jeffrey Mohr-**Town of Ayer resident 26 years-retired Army/Army National Guard NCO and retired from the Federal Government-Dept. of Veterans Affairs-Bedford, MA stated he is interested in a volunteer position where he can use his military experience to help other veterans in the Town of Ayer.

Mr. Mohr stated he is motivated and interested in Veterans Affairs having served twice in Iraq-Desert Storm/Iraqi Freedom. Graduate of Mt. Wachusett Community College-Assoc. Degree in Business Administration. Mr. Mohr spoke to his strong veterans affiliations-proficient in VA benefits, reporting, computer, accounting and professional team building skills. Mr. Mohr stated he is flexible and versatile, poised and confident to handle veterans services, i.e. health care- medical, benefits, education and support services/counseling. Flexible to changes re office scheduling, counseling, VA emergencies, temporary shelter etc.. Mr. Mohr stated Ayer is a retired military community need to get Veterans interested/involved in community older/younger veterans and to inform veterans of what available to them through mailings/email/telephone communications. Mr. Mohr stated he has experience to influence /steer people in the right direction. Looks forward to working with American Legion work together with one common bond, time for change. The Board thanked Mr. Mohr for coming in to meet with the Board and took this under advisement for later deliberations.

**8:50p.m. Agenda Item #7. Veterans Appointment Deliberations-**The Board applauded the qualified good people that came out for the position stating all three are capable of doing the job all have the skills and motivation, all very impressive. Job demands compassion, dealing with counseling/assisting people. Only one position, five original candidates came forward all had passion, very difficult decision selecting three finalist from five candidates and now one candidate from three even more challenging. The Board discussed considering placing a term on position creating a policy re term of office not to exceed X amount of years to afford opportunity for others to serve. (1-3 years possibly) Chairman Sullivan called for a vote: Selectman Gilles-Ed Orr, Selectman Fay-Jeffrey Mohr, Chairman Sullivan-Ed Orr. Selectman Gilles moved the Board offer the position of Veterans Agent to Edward Orr of Groton Harvard Rd., Ayer, MA to replace Manny Velez, 2<sup>nd</sup> by Selectman Fay VOTE: unanimous, so moved. Edward Orr new Veterans Agent in the Town of Ayer. The Board requested the Town Administrator notify Mr. Orr and the two other candidates by letter and request Mr. Orr be present at the next Selectmen's Meeting (2-2-10) Term expires 4-10-10 by statute and to remind Mr. Orr to mandatory training in February.

**Agenda Item #8 Supt. Nason's Report-** The Board met with Dan Nason

1. **Water/Sewer Permits-**Selectman Gilles moved the Board vote to approve water/sewer permits for Lot 1 Snake Hill Rd for a 1" Cu water service and 6" PVC, and 7 Moore Drive for existing service sewer 6" PVC and authorize the Chairman's signature, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.
2. The Board thanked Supt. Nason for extra effort (sanding/shoveling) at Town Hall today regarding Voting for the Special State Election held at Town Hall. Chairman Sullivan noting he helped with shoveling earlier.
3. **VHB Stormwater Program Development Contract-**After a lengthy deliberation re the Scope of Services the Board elected to proceed on a task basis due to budget constraints. Selectman Gilles moved the Board vote to award the Scope of Services Contract to VHB for Stormwater Program Development for Task 1. Current Stormwater Program and future needs Assessment \$5K Task 2. Evaluate the impervious surface extent and percentage parcel within the Town of Ayer as the basis for assessing the relative capacity of the town to generate revenues for stormwater using a typical impervious cover-based system. GIS and Rate Capacity Analysis-\$5K and Task 3.up to end of third paragraph (page 4) of the Agreement between VHB and the Town of Ayer Stormwater Management Plan (to include: Program budget & Fee, Management, Staffing & Administration crossing out the Implementation Program portion of Task 3 and changing the total task budget to \$3K for a total price not to exceed thirteen thousand dollars (\$13K) Funding from UDAG Funds, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved. Selectman Fay moved the Board authorize the Chairman's signature, 2<sup>nd</sup> by Selectman Gilles, VOTE: unanimous, so moved.

**Agenda Item #9. JBoS -**Mr. Suhoski updating Board to meeting with UMA/Lowell officials on Jan. 6, 2010 and advised to presently involved/committed to building local (Lowell) not looking strongly at Vicksburg Sq.

Selectman Fay advising to Vicksburg Sq. Sub-committee meeting with two potential developers re Vicksburg Sq. and Committee non-committive to which one their going with.

**Agenda Item #10. Town Administrator's Report-The Board met with Shaun Suhoski.**

1. 2009 Annual Town Report- Mr. Suhoski advising to bids opened on 1-11-10 and four (4) bids received advising the Board to Low Bidder-Betterway Print of Taunton, MA -\$2,640.00 for 500 books/color cover. Selectman Gilles moved the Board award the 2009 Annual Town Report to Betterway Print of Taunton, MA for the Bid Award not to exceed \$2,640.00, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved. Mr. Suhoski requesting if the Board had suggestions for Town Report Cover and Dedication. The Board requested to wait for full board re cover & dedication.

2. Treasurer/Collector/Clerk discussion-Mr. Suhoski presented the Board the recommendations of Town's Finance Team re these positions stating there were mixed opinions as to the benefits of moving to appointed positions and whether to combine the duties. Recommendations: advertise the positions, and utilize the one year remaining on the Collector/Clerk terms to further explore whether and how to combine the collector & Treasurer duties and if they should be appointed. The Board held off discussion re the three (3) positions until a full board is present but advised citizens to positions coming available in April 2010 and interested residents to pull papers in the Town Clerk's Office of the Town Hall.

3. CDBG Part-time Department Assistant-Mr. Suhoski presented the Fy-09 Grant & Lead Abatement Budget to the Board for their review-and Department of Housing & Community Development Notice re release of MA CDBG funding re the Housing Rehabilitation Program allowing the start-up of CDBG Housing Program. Mr. Suhoski advising to 12-16 hour position advertised internally per new contract. Selectman Fay moved the Board vote to approve a 12 hour part-time CDBG position not to exceed \$7,635.09 as recommended by Town Administrator, 2<sup>nd</sup> by Selectman Gilles, VOTE: unanimous, so moved.

4. 76 Central Ave.-Mr. Suhoski reviewed with the Board cost associated with property incurred by the Town. Taxes/Interest, Land Court/Legal-\$19,173.75 from the General Fund. Site Clearance-CDBG Funds re demo, hazwaste abatement, etc. \$22,055.00 for a total of \$41,228.75. Town Administrator advising to re-couping cost through RFP process-Habitat for Humanity which would allow the town to select the preferred use of the land providing a predictable outcome and place a deed restriction on property.

5. Revised Fy-11 Budget-Mr. Sushoki reviewed and presented his revised Fy-11 Budget Calendar to the Board.

**Agenda Item #11. New Business/Selectmen's Questions**

Minutes- Selectman Fay moved the Board vote to approve the Minutes of 12-19-09 and 1-5-10, 2<sup>nd</sup> by Selectman Gilles, VOTE: unanimous, so moved.

10:25p.m. Selectman Gilles moved to adjourn, 2<sup>nd</sup> by Selectman Fay, VOTE: unanimous, so moved.

10:25p.m. Meeting adjourned

\_\_\_\_\_ date: \_\_\_\_\_

James M. Fay, Clerk  
Ayer Board of Selectmen

**Selectmen's Meeting Tuesday, January 19, 2010**  
**Ayer Town Hall, 1<sup>st</sup> Floor Meeting Room, Main St., Ayer, MA**

**6:30p.m. Open Session with the possibility of entering  
Executive Session pursuant to MGL Chapter 39 Section 23B  
Exemption #3 Strategy with respect to Collective Bargaining**

**7:00 p.m. Open Session**

**Public Input:**

<b>Chairman Sullivan</b>	<b>Special State Election Voting 2<sup>nd</sup> Floor Great Hall until 8:00p.m. tonight</b>

- |            |                           |              |   |
|------------|---------------------------|--------------|---|
| <b>1.</b>  | <b>7:00p.m.-7:05p.m.</b>  | <b>05min</b> | <b>Introduction &amp; Welcome New Economic Development Director<br/>David Maher</b>   |
| <b>2.</b>  | <b>7:05p.m.-7:20p.m.</b>  | <b>10min</b> | <b>Fire Chief, re: Ambulance Rates</b>  |
| <b>3.</b>  | <b>7:20p.m.-7:30p.m.</b>  | <b>10min</b> | <b>Public Hearing-Calvin Moore, Change of Alcohol License Request<br/>Billiard's Café 37 Main St.-Beer &amp; Wine to<br/>All Alcohol</b>  |
|            |                           |              | <b>Veterans Agent Interviews</b>  |
| <b>4.</b>  | <b>7:30p.m.-8:00p.m.</b>  | <b>30min</b> | <b>1. Michael DeTillion</b>   |
| <b>5.</b>  | <b>8:00p.m.-8:30p.m.</b>  | <b>30min</b> | <b>2. Edward Orr</b>  |
| <b>6.</b>  | <b>8:30p.m.-9:00p.m.</b>  | <b>30min</b> | <b>3. Jeffrey Mohr</b>  |
|            |                           |              | <b>Brief Recess</b>   |
| <b>7.</b>  | <b>9:00p.m.-9:15p.m.</b>  | <b>15min</b> | <b>Veterans Appointment Deliberations</b>   |
| <b>8.</b>  | <b>9:15p.m.-9:30p.m.</b>  | <b>15min</b> | <b>Supt. Nason's Report</b><br>1 Water/Sewer Permits<br>2. VHB Contract   |
| <b>9.</b>  | <b>9:30p.m.-9:40p.m.</b>  | <b>10min</b> | <b>JBoS</b><br><b>Vicksburg Sq./UMass-Lowell</b>  |
| <b>10.</b> | <b>9:40p.m.-9:55pm.</b>   | <b>15min</b> | <b>Town Administrator's Report</b><br>1. Fy-09 Town Report Bid Award/Cover/Dedication<br>2. Treasurer/Collector Discussion<br>3. CDBG-Hous.Rehab. Prog.<br>4. 76 Central Avenue<br>5. Misc. |
| <b>11.</b> | <b>9:55p.m.-10:00p.m.</b> | <b>05min</b> | <b>New Business/Selectmen's Questions</b><br><b>1-5-10 Open Session Minutes</b>   |

**ADJOURN**