

BOARD OF SELECTMEN
Francis A. Hegarty, Chairman
Robert F. Brady, Jr., Clerk
Steven P. Rose, Associate

Francis T. Crimmins, Jr.
TOWN ADMINISTRATOR

Town of Avon Massachusetts

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BOARD OF SELECTMEN MEETING **TUESDAY, JANUARY 31, 2017** **7:00 P.M.**

Members present:

Francis A. Hegarty, Chairman
Robert F. Brady, Jr., Clerk
Steven P. Rose, Associate

Others present:

Francis T. Crimmins, Jr., Town Administrator
Shanna M. Faro, Executive Assistant to the Town Administrator
Shannon MacKenzie, Town Accountant
Gene Mazzella, Council on Aging Director

Chairman Hegarty called the meeting to order at 7:00 p.m. with all members present.

BUDGET WORKSHOP

Ms. MacKenzie began the meeting with an estimate for projected revenue for Fiscal Year 2018 from local receipts, such as motor vehicle excise taxes, water charges, Meals Tax, Medicaid reimbursement and other municipal fees. Ms. MacKenzie also gave each member of the Board the Cherry Sheet Budgets from the Massachusetts Department of Revenue containing the local aid estimates from the Governor's Fiscal Year 2018 Budget Proposal.

The Board began its review of the overall Proposed Budget for Fiscal Year 2018.

161 Town Clerk – The Board voted unanimously to support funding for the Town Clerk position to become a full-time position.

650 Park & Recreation – After much discussion regarding the Park & Recreation Commission's request for a 25-hour per week, year-round, salaried Youth Program Director, concerns were raised regarding the health insurance and benefits package need for this position as well as the supervision of this staff member. The Board voted unanimously to strike the proposed 25-hour per week salaried position from the budget.

610 Library – The Board was satisfied with the proposed budget presented by Acting Director Ann Fogg.

541 Council on Aging – Gene Mazzella approached the Board to provide justification for his request to increase his budget by approximately \$40,000. Mr. Mazzella stated that the reason for his increase was mostly based on salaries for his staff. Mr. Mazzella stated that the salaries of the Department Head and the Administrative Assistant were contractual. Mr. Mazzella requested approximately \$9,000 for a third, part-time van driver. Mr. Mazzella informed the Board that he is in negotiations with BAT to obtain an additional vehicle for the Council on Aging with larger seating capacity. Mr. Mazzella stated that one of his current van drivers is in the process of obtaining his CDL license to drive this vehicle. Mr. Mazzella stated that there is a definite need for the second vehicle as well as additional drivers to accommodate the

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transportation needs of the seniors, as well as to increase the number of programs offered to the seniors by the Council on Aging. Mr. Mazzella stated that he had adjusted his budget to incorporate step increases for the two cooks at the Senior Center. Mr. Mazzella informed the Board that the largest salary increase to his proposed budget was approximately \$15,000 for an Outreach Coordinator. Mr. Mazzella stated that this position is currently funded by the Community Development Block Grant, which will expire before the end of Fiscal Year 2018. Mr. Mazzella believes that this position is crucial to the Council on Aging programs and to provide help to the seniors most in need of assistance. Mr. Mazzella requested that when the grant terminates, this position become a full-time position and the person becomes an employee with the Town. On a similar note, Mr. Mazzella stated that the part-time Volunteer Coordinator is also paid through a grant which will expire by the end of Fiscal Year 2018. Mr. Mazzella requested approximately \$5,000 to supplement the salary for that position once the grant terminates. The Board thanked Mr. Mazzella for his input and he departed.

192 Town Hall & Building Maintenance – The Board voted unanimously to raise the Keeper of the Town Clock's salary to \$1,200. The Board voted unanimously to add a line item called "Building Maintenance Supervisor" in the amount of \$35,000 to fund a part-time position to oversee the Town Hall renovations and maintenance of the building.

710, 752, 762 Debt Payment – The Board was satisfied with the proposed budget allotted for this Department.

910 Medicaid – The Board was satisfied with the proposed budget allotted for this Department.

911 Pension – The Board voted unanimously to add a "Sick Leave Buy Back & Retirement" line item in the amount of \$25,000 instead of placing this as an article on the Town Meeting Warrant.

912 Workers Compensation – The Board voted unanimously to increase this line item by \$10,000 for a total of \$155,000.

913 Unemployment – The Board voted unanimously to increase this line item by \$20,000 for a total of \$80,000 due to the number of claims filed this year.

914 Medical & Life – Mr. Crimmins informed the Board that we are still waiting for the percentage increase from our health insurance representative from MIIA.

916 Medicare – The Board was satisfied with the proposed budget allotted for this Department.

945 Liability Insurance – Mr. Crimmins informed the Board that he will be in touch with our insurance agent Charlie Rourke within the next few days. Mr. Crimmins suggested a moderate increase due to a number of new vehicles purchased by the Department of Public Works this year. The Board voted unanimously to increase this line item from \$250,000 to \$275,000.

210 Police – The Board voted unanimously to increase the Professional and Tech line item by \$35,000 for consultant services.

220 Fire Department – The Board voted unanimously to increase the Professional and Tech line item by \$25,000 for consultant services.

543 Veterans Services – The Board voted unanimously to increase this line item from \$15,000 to \$17,500.

122 Selectmen – Mr. Rose made a motion to increase the Other Charges & Expenses line item to \$5,000. Mr. Brady seconded the motion. The motion carried. The Board voted unanimously to increase the Newsletter line item to \$9,000 for additional publications.

Fire Department, Police Department, Department of Public Works, Town Accountant,

Treasurer/Collector, Town Administrator – The Board voted unanimously to level fund the salaries of all Department Heads whose contracts expire on June 30, 2017. Chairman Hegarty stated that the compensation for Department Heads will be discussed during contract negotiations and suggested that the Salary Reserve Fund be adjusted to accommodate for new contracts.

Adjournment

At 10:27 p.m., the Board unanimously voted to conclude the Workshop Session.

Chairman Hegarty voted aye.

Mr. Rose voted aye.
Mr. Brady voted aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Shanna M. Faro". The signature is written in dark ink and is positioned above the printed name and title.

Shanna M. Faro
Executive Assistant to the Town Administrator