

SELECT BOARD
Eric S. Beckerman, Chair
Jason L. Suzor, Sr., Clerk
Shannon M. Coffey, Associate

Jonathan L. Beder
TOWN ADMINISTRATOR

Town of Avon Massachusetts

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AVON TOWN CLERK
REC'D APR 19 2024 AM 10:04

SELECT BOARD
THURSDAY, APRIL 4, 2024
MARY MCDERMOTT MEETING ROOM
6:30 P.M.

Members Present: Eric S. Beckerman, Chair
Jason L. Suzor, Sr., Clerk
Shannon M. Coffey, Associate

Others Present: Jonathan L. Beder, Town Administrator
Shanna M. Faro, Executive Assistant/Human Resources Coordinator
Deb Morin, Finance Director
DPW Director Brian Martin
Christine Godino, Superintendent of Schools
Ann Hagberg, School Committee Vice Chair
Ben Chapman, Park & Recreation Commission Chair

Mr. Beckerman called the meeting to order at 6:30 p.m. with all members present. Mr. Beckerman announced that this meeting of the Select Board is being conducted via a hybrid method. The public may attend the Select Board meetings in-person or may continue to participate via remote Zoom access. Mr. Beckerman reminded the viewing audience that people who would like to view this meeting while in progress may do so by joining the Zoom link for the videoconference. Links to watch the recorded meeting will be available on the Avon Cable Access website www.avontv.org.

Ms. Godino led the meeting in the Pledge of Allegiance.

Public Participation

Mr. Chapman, Vice Chair of the Park & Recreation Commission appeared before the Board to state that due to the unforeseen resignation of the Park & Recreation Director, he will be working with the Select Board and Town Administrator on moving forward with reorganizing and crafting that position to become a full-time Director position.

Meeting Minutes

Mr. Suzor made a motion to approve the March 21, 2024 (Regular Session) meeting minutes as written. Ms. Coffey seconded the motion. The motion carried.

UNFINISHED BUSINESS

None

NEW BUSINESS

Statement of Interest – Butler Elementary School MSBA

Ms. Godino and Ms. Hagberg appeared before the Board to request their support to submit a Statement of Interest to the Massachusetts School Building Authority for a potential building project for the Ralph D. Butler Elementary School. Ms. Godino informed the Board that a Statement of Interest was submitted last year as well. However, there were other schools in critical need that were awarded the funding over the Avon Public Schools. Ms. Godino stated that the district's priorities include: (1) the elimination of existing severe overcrowding; (2) The replacement, renovation, or modernization of school facility systems such as roofs, windows, boilers, heating, and ventilation systems, to increase energy conservation and decrease energy related costs; and (3) the replacement or addition to obsolete buildings in order to provide a full range of programs consistent with state and approved local requirements. Ms. Godino informed the Board that the School Committee voted to authorize the submission on March 27, 2024. Ms. Godino also stated the disclaimer that the submission of the Statement of Interest does not oblige the Town of Avon to any future action on a potential building project. Mr. Beder informed the Board that the Statement of Interest does not include school administrative buildings. The creation of new administrative buildings is part of the new municipal complex plan. Mr. Suzor made a motion to vote to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 2024 for the Ralph D. Butler Elementary School located at One Patrick Clark Drive, Avon, MA which describes and explains the deficiencies and the priority categories for which an application may be submitted. Ms. Coffey seconded the motion. The motion passed.

Employment Agreements

Mr. Suzor made a motion to approve the Personnel Action Form for Police Chief Jeffrey Bukunt for a rate change effective May 1, 2024. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve and execute the Employment Agreement for Police Chief Jeffrey Bukunt effective May 1, 2024 through June 30, 2027. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form for Council on Aging Director Jane Carthas for a rate change effective May 1, 2024. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve and execute the Employment Agreement for Council on Aging Director Jane Carthas effective May 1, 2024 through June 30, 2027. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form for Library Director Elise LaForge for a rate change effective May 1, 2024. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve and execute the Employment Agreement for Library Director Elise LaForge effective May 1, 2024 through June 30, 2027. It was noted that the Employment Agreement has been reviewed and signed by the Library Trustees prior to the Board's approval. Ms. Coffey seconded the motion. The motion passed.

Appointment of Human Resources Director

Mr. Beder requested approval by the Board to promote Ms. Faro from the position of Executive Assistant/Human Resources Coordinator to Executive Assistant/Human Resources Director. The Board agreed with Mr. Beder and expressed their support of her to this new role.

Mr. Suzor made a motion to approve the Personnel Action Form for a rate change and promotion of Shanna Faro to Executive Assistant/Human Resources Director effective May 1, 2024. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve and execute the Employment Agreement for Executive Assistant/Human Resources Director Shanna Faro effective April 4, 2024 through June 30, 2027. Ms. Coffey seconded the motion. The motion passed.

2024 Annual Town Meeting Presentation on Article 12

Mr. Beder and Ms. Morin appeared before the Board to provide a presentation in support of Article 12 of the 2024 Annual Town Meeting Warrant regarding a proposed new municipal complex. Mr. Beder stated that Article 12 deals with the first step in the process which is to approve the funding of \$1.95 million dollars for the design of a new municipal complex and for the hiring of a Owners Project Manager. Mr. Beder informed the Board that step one is anticipated to take approximately 12-18 months to complete but will have no financial impact to the taxpayers for this first task. Mr. Beder stated that a community forum was held on March 23, 2024 to discuss the concept, need for a new building, and costs associated with this project to residents. The event was well attended. Mr. Beder stated that the proposed new municipal complex will house town offices, as well as the Council on Aging, recreation, and school administration. The land will be donated and abuts town-owned property. Mr. Beder stated that the Town Office Feasibility Committee has recommended a new construction project since it represents a comprehensive long-term cost-effective solution. Supporting the request for new construction is that Avon has the bonding capacity required for the project, new modern energy efficient systems would be installed, it would consolidate operations and increase efficiencies, and finally, it would enable the staff to continue working during the construction and leasing of space would not be needed. Ms. Morin described the financial impact of the project on the town. Ms. Morin stated that several of the town's loans have been decreasing over the years, such as the Police and Fire Station project has reduced significantly. Ms. Morin stated that based on an estimate of \$24 million dollars, and the average valuation of a single-family house, most taxpayers would see an increase of approximately \$564.98 in their taxes for the first year of the construction project. In closing, Mr. Beder stated that the town offices are at the end of their useful life. Therefore, the sites do not support the investment of a renovation project. A new construction would address the deficiencies in a fiscally responsible manner. A new building will enhance the entire community. Mr. Beder thanked the Board and requested all votes to give Article 12 serious consideration on May 9, 2024. The Board thanked Mr. Beder and Ms. Morin for their presentation.

Community Development Block Grant Budget Amendment Request from Capital Strategic Solutions

Mr. Beder was pleased to report that significant progress has been made on the Community Development Block Grant (CDBG) Housing Rehabilitation Program. The town was initially allocated a budget of \$200,000 for the project. However, due to increased interest from homeowners, there are eleven projects lined up, exceeding the initial expectations of applicants. Therefore, Mr. Beder requested a budget amendment to increase the allocated funds by \$126,000, bringing the total balance to \$326,000 to accommodate all eleven projects. Mr. Beder stated that the additional funding will help cover the costs

associated with the expanded scope of the project, ultimately benefiting more members of the community. In a memorandum, Mr. Beder shared with the Board a comprehensive list of the eleven projects, the amendment form detailing the requested budget increase, and a letter to the Executive Office of Housing and Livable Communities to be signed by the Chair if the budget increase is approved. Mr. Suzor made a motion to approve the Community Development Block Grant budget request from Capital Strategic Solutions and authorized the Chair to sign the amendment form and letter to the state regarding the same. Ms. Coffey seconded the motion. The motion passed.

Clean Water SRS7221 Asset Management Grant – Change in Authorization

Mr. Martin informed the Board that pursuant to the terms of the Clean Water SRS7221 Asset Management Grant, a change of authorization must be made to allow him, as the new DPW Director, to file for reimbursement on behalf of the town. Currently, the previous DPW Director's name is on the grant application. Mr. Suzor made a motion to approve the Authority to File form with Brian Martin as the signatory. Ms. Coffey seconded the motion. The motion carried.

Cybersecurity and Continuity Asset Management Grant – Change in Authorization

Mr. Martin informed the Board that pursuant to the terms of the Cybersecurity and Continuity Asset Management Grant, a change of authorization must be made to allow him, as the new DPW Director, to file for reimbursement on behalf of the town. Currently, the previous DPW Director's name is on the grant application. Mr. Suzor made a motion to approve the Authority to File form with Brian Martin as the signatory. Ms. Coffey seconded the motion. The motion carried.

New Appointments

Mr. Suzor made a motion to approve the Personnel Action Form and appointment of Khalid Ford to the position of Youth Prevention Leader at the rate of \$15.00 per hour effective April 8, 2024. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve the Personnel Action Form and appointment of Aylah Nogales as AFSCME Public Safety Dispatcher for a Grade D-1, Step 3 at the rate of \$25.75 per hour effective April 22, 2024. Ms. Coffey seconded the motion. The motion passed.

Flea Market Permit for Avon Baptist Church Men's Fellowship for 2024

Mr. Suzor made a motion to approve the Flea Market Permit for the Avon Baptist Church Men's Fellowship for 2024 to take place on Saturdays beginning May 11, 2024 through October 26, 2024 from 7:00 a.m. to 3:00 p.m. and approve the request to waive the permit fee. Ms. Coffey seconded the motion. The motion carried.

Disposition of Surplus Equipment

Mr. Suzor made a motion to approve the disposition of two ripped office chairs in the Board of Health's office. Ms. Coffey seconded the motion. The motion passed.

Gift Acceptance Form

Mr. Suzor made a motion to approve the gift donation from Republic Services for four (4) Red Sox tickets to a game in May to be used as an incentive for residents to participate in the community clean up day. The donation will be raffled off to participants in that event. Ms. Coffey seconded the motion. The motion carried.

Correspondence

Mr. Beckerman acknowledged correspondence from Keolis Commuter Services regarding their 2024 Yearly Operational Plan and herbicide application schedule.

Town Administrator's Report

Mr. Beder informed the Board that Weston & Sampson is continuing to draft the technical memorandum for the feasibility of connecting the Town's water system to the Massachusetts Water Resources Authority (MWRA) through Stoughton. A draft technical memorandum is anticipated to be completed by the end of May. Mr. Beder stated that the preliminary review and cost updates for the anticipated project costs are currently underway with an anticipated presentation to the Board in late May or early June.

Mr. Beder forwarded an agreement sent by the Division of Conservation Services which will need to be executed by the end of the Fiscal Year. It is a conservation restriction for the land purchased near D.W. Park in accordance with the Wildlands Trust donation.

Mr. Beder informed the Board that the Park & Recreation Director has resigned. The position has already been posted. He and Ms. Faro will work with the Park & Recreation Commission to assist with a smooth transition for the summer program.

Mr. Beder stated that the electronic message boards at the intersection of Harrison Boulevard and West Main Street will be fully operational by next week. There has been an issue with the connector cable that the sign company is working on.

Mr. Beder announced that the Annual Town Election will take place on April 9, 2024 from 7:00 a.m. to 8:00 p.m. in the Mary McDermott room of Town Hall.

Town Counsel's Report

None

Adjournment

At 7:35 p.m., Mr. Suzor made a motion to adjourn the regular session and convene in Executive Session for the review and approval of executive session minutes to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – and more specifically the Open Meeting Law, G.L. Chapter 30A, Sections 22(f) and (g). Also, to discuss strategy with respect to collective bargaining as an Open Meeting may have a detrimental effect on the town's bargaining or litigating position. (AFSCME, Police, Fire, Call Firefighters). Also, to consider the purchase, exchange, taking, lease, or value of real property if such discussion may have a detrimental effect on the negotiating position of the governmental body. (East Main Street appraisal). Ms. Coffey seconded the motion. A roll call vote was taken. Ms. Coffey voted aye. Mr. Suzor voted aye. Chair Beckerman voted aye. The motion passed.

Respectfully submitted,



Shanna M. Faro

Executive Assistant to the Town Administrator

LIST OF DOCUMENTS

1. April 4, 2024 Meeting Agenda
2. March 21 2024 Meeting Minutes
3. Statement of Interest – Butler Elementary School MSBA
4. Personnel Action Form and Employment Agreement of Police Chief Jeffrey Bukunt
5. Personnel Action Form and Employment Agreement of Council on Aging Director Jane Carthas
6. Personnel Action Form and Employment Agreement of Library Director Elise LaForge
7. Personnel Action Form and Employment Agreement of Human Resources Director/Executive Assistant Shanna Faro
8. PowerPoint Presentation of Proposed New Municipal Complex
9. Memorandum from Town Administrator regarding Community Development Block Grant Budget Amendment Request for Capital Strategic Solutions
10. Authority to File Form – Clean Water SRS7221 Asset Management Grant
11. Authority to File Form – Cybersecurity and Continuity Asset Management Grant
12. Personnel Action Form for Youth Prevention Leader Khalid Ford
13. Personnel Action Form for Public Safety Dispatcher Aylah Nogales
14. Flea Market Permit for Avon Baptist Church Men's Fellowship
15. Disposition of Surplus Equipment for Board of Health
16. Gift Acceptance Form for Board of Health
17. Notice of Keolis Commuter Services 2024 Yearly Operational Plan
18. Town Administrator's Report