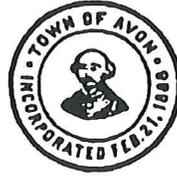


BOARD OF SELECTMEN
Francis A. Hegarty, Chairman
Steven P. Rose, Clerk
Robert F. Brady, Jr., Associate

Francis T. Crimmins, Jr.
TOWN ADMINISTRATOR

Town of Avon Massachusetts

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BOARD OF SELECTMEN MEETING
THURSDAY, MARCH 3, 2016
7:30 p.m.

Members present: Francis A. Hegarty, Chairman
Steven P. Rose, Clerk

Others present: Francis T. Crimmins, Jr., Town Administrator
Joseph S. Lalli, Town Counsel
Shanna M. Faro, Executive Assistant to the Town Administrator

Chairman Hegarty called the meeting to order at 7:30 p.m.

Town Counsel Joseph Lalli led the meeting in the Pledge of Allegiance.

Mr. Rose made a motion to accept the minutes of Thursday, February 18, 2016 (Regular Session) as read. Mr. Hegarty seconded the motion. The motion carried.

Mr. Rose made a motion to accept the minutes of Thursday, September 17, 2015 (Executive Session) as read. Mr. Hegarty seconded the motion. The vote was unanimous.

Mr. Rose made a motion to accept the minutes of Thursday, February 18, 2016 (Executive Session) as read. Mr. Hegarty seconded the motion. All were in favor.

7:45 p.m. – Opening of Bids for Annual Town Report

Chairman Hegarty read the Invitation to Bid which was posted by the Board of Selectmen which included the specifications for companies to bid for the printing of the Annual Town Report for the Town of Avon until Thursday, March 3, 2016 at 7:45 p.m., at which time they will be publicly opened.

The Board of Selectmen received three bids. Mr. Rose opened the bids which were as follows:

Company	Bid for 600 Copies	Bid for 700 Copies
The Country Press Inc. of Lakeville	\$1,996.29	\$2,441.06
Athol Press, Inc. of Athol	\$2,449.48	\$2,631.17
MassCor of Norfolk	\$3,940.75	\$4,498.78

Mr. Rose made a motion to take the bids for the Annual Town Report under advisement. Mr. Hegarty seconded the motion. The motion carried.

TOWN CLERK
2016 MAR 18 AM 10:53
TOWN OF AVON

UNFINISHED BUSINESS

Budget Update

Town Administrator Crimmins informed the Board that since the Proposed Operating Budget for Fiscal Year 2017 was submitted to the Finance Committee on February 1, 2016, he has received notification from a few Department Heads that they will need to adjust their budget from their original proposal. Mr. Crimmins stated that, as recently as yesterday, he was informed by the Building Inspector that the state has new educational requirements for Building Inspectors which will require additional training classes and the purchase of new code books. Mr. Crimmins stated that both the Building Inspector and the Alternate Building Inspector would be required to attend the additional training classes. Mr. Crimmins stated that Mr. Borden was looking to increase his budget in the amount of \$1,500. Mr. Rose made a motion to increase the Building Inspector's budget by \$1,500. Mr. Hegarty seconded the motion. The motion carried.

Mr. Crimmins also presented the Board with a Deficit Spending Form for Fiscal Year 2016 by the Department of Public Works for Snow and Ice Removal and Equipment Hire. Chairman Hegarty stated that the Board may want to review increasing this line item in the Fiscal Year 2017 budget as this line item has gone into deficit for the past few years. Mr. Rose made a motion to approve the Deficit Spending Form for Snow and Ice Removal. Mr. Hegarty seconded the motion. All were in favor. Mr. Crimmins stated that Shanna Faro will forward the Deficit Spending Form to the Finance Committee for their approval.

Mr. Crimmins presented the Board with a job position description for an Operations Manager for the Department of Public Works. This position would provide assistance to the DPW Director, William Fitzgerald. Chairman Hegarty requested this item be placed on the agenda for the meeting of March 17, 2016 for the Board's review and consideration.

Mr. Crimmins informed the Board that he had heard from our insurance provider MIIA that the Blue Cross/Blue Shield insurance rates for Fiscal Year 2017 will increase by 5.5%. Mr. Crimmins stated that he was pleased with that percentage as the representative from MIIA had originally told him that the rate increase would range from 4.5% to 8.9%. Mr. Crimmins also mentioned that other factors that will impact health insurance in the coming years will be the Affordable Care Act and the Cadillac Tax.

Articles for the Annual Town Meeting Update

Mr. Crimmins stated that each member of the Board has received a binder containing the draft Warrant for the Annual Town Meeting of May 3, 2016. Mr. Crimmins stated that Town Clerk Patricia Bessette has made continual revisions to this warrant, with the most current version of the draft dated February 16, 2016. Mr. Crimmins stated that there are still four articles on the warrant that need an accurate dollar amount before the draft is finalized. Mr. Crimmins informed the Board that DPW Director Bill Fitzgerald will have finalized his article on the Brentwood area by next Tuesday. Mr. Crimmins stated that the warrant is in good shape and will be ready to submit to the Finance Committee by next week's deadline.

Update on Council on Aging

Chairman Hegarty read the resignation letter of Assistant Cook Joan McGonnigal who will be departing on March 18, 2016. Mr. Crimmins stated that, with the Board's permission, he would like to begin advertising for a new Assistant Cook immediately. Mr. Crimmins announced that interviews for the Council on Aging Director will begin next week as the Screening Committee has selected the top six candidates they would like to interview for the position. Mr. Crimmins informed the Board that Shanna Faro and Jean Kopke interviewed candidates for the van driver position this morning. Ms. Faro and Ms.

Kopke were pleased with the candidates and Ms. Faro will present new hire paperwork for the Board's approval to appoint two van drivers at the March 17, 2016 meeting. Mr. Crimmins noted that Jack Picardi has done a wonderful job painting the interior of the Council on Aging building. Finally, Mr. Crimmins mentioned that the new members of the Council on Aging Board were getting acquainted with each other last Friday and he expects the new Board will hold a public meeting very soon.

NEW BUSINESS

Gift Acceptance

Mr. Rose made a motion to accept the gift donation in the amount of \$10,000 from the Trustees for the Home of Aged Men in the City of Brockton to the Council on Aging. The gift donation is not to be used to pay for salaries or capital expenditures. Mr. Hegarty seconded the motion. All were in favor.

Discharge of FY13 Housing Rehabilitation Program Lien for Rhonda L. Roberts Revocable Trust

Mr. Rose made a motion for the Chairman to sign the Release of the Certificate Not to Encumber made by the Rhonda L. Roberts Revocable Trust of 47 Plain Street, West Bridgewater, Massachusetts, 02379, which was recorded by Book #45353, pg. 23-24 March 24, 2015 at the Plymouth County Registry of Deeds, Plymouth, Massachusetts. Mr. Hegarty seconded the motion. The vote was unanimous.

Announcements

Chairman Hegarty announced the second meeting of March for the Board of Selectmen will be Thursday, March 17, 2016.

Approval of Vouchers for the Payment of Bills

Mr. Rose made a motion to approve the payment of bills. Mr. Hegarty seconded the motion. All were in favor.

TOWN ADMINISTRATOR'S REPORT

Town Administrator – Mr. Crimmins informed the Board that he held a Department Head meeting today to review the budget. In addition, he held a Finance Team meeting on Tuesday of this week. The Finance Team consists of the Assistant Assessor Paul Sullivan, Town Accountant Shannon MacKenzie, Treasurer/Collector Deb Morin, Human Resources Coordinator Shanna Faro, IT Director Geno Gingras and the Town Administrator. Mr. Crimmins stated that Human Resources issues continue to be quite time consuming in his office. Mr. Crimmins requested the Board's permission to allow Shanna Faro to perform CORI background checks. Mr. Crimmins stated that his office needs additional filing cabinets and space for personnel records. Shanna Faro informed the Board of the MEGA Annual Seminar which she attended on February 23, 2016 at the Sheraton in Norwood. She attended an HR 101 Class which was very informative. Finally, Mr. Crimmins stated that he will speak to the Building Inspector about completing the next phase of the Town Hall building renovation project.

Police – Officer Peter Hutchings is leaving the Town of Avon's Police Department for the neighboring Town of Holbrook. Chief Martineau is in need of part time dispatchers.

Fire – The month of February was busy for Chief Spurr. The major snowstorm of February 5, 2016 in which several parts of the Town lost power resulted in a fatal structure fire on 103 Pond Street. The preliminary investigation indicated that the fire was caused by a candle being used during the power outage.

DPW – Bill Fitzgerald has been busy working with water infrastructure projects.

Treasurer/Collector – Deb Morin reports that the net proceeds for the sale of 7 Stratford Avenue Tax Auction amounted to \$120,514.79. Motor vehicle excise tax bills are due on Monday, March 7, 2016.

Town Accountant – Shannon MacKenzie reports that the auditors are in the final stages of reporting and we should have the completed report by the end of the month. Mr. Crimmins stated that, at the meeting of March 17, 2016, he anticipates the Board will be ready to appoint a new part-time Assistant Town Accountant.

Assessors – Paul Sullivan reports that his office has begun receiving income and expense forms and Forms of List for the recertification year 2017. Abatement applications (real & personal) are being processed. Northeast Revaluation Group LLC is out in the field completing inspections for personal property and sales verification.

Finance Committee – The Finance Committee has been meeting diligently every Tuesday night. They met on Tuesday, March 1, 2016 despite the Presidential Primary election being held in the Mary McDermott room.

Town Clerk – The Clerk's Office was extremely busy this week as Tuesday, March 1, 2016 was the Presidential Primary election. The polls were open from 7:00 a.m. – 8:00 p.m. Ms. Bessette reports that 1387 voters cast their vote in the Primary on Tuesday night. Ms. Bessette and her staff are preparing for the next election, which is the Annual Town Election on April 12, 2016.

Building Inspector – As previously stated, Mr. Borden will need to increase his budget due to new educational requirements and mandated training by the state. Mr. Borden reports that some activity is scheduled to occur on the property west of Pond Street at Harrison Boulevard. Chairman Hegarty requested that Mr. Borden keep a close watch on that project as that area is of great concern to him. Mr. Hegarty also requested that Mr. Crimmins contact National Grid for another meeting before the Board regarding the Harrison Boulevard substation project.

Board of Health – Tara Tradd reports that she performed one percolation test for 19 Memorial Drive and approved two plans of residential septic repair. To date, five residents have been approved for the Town's Septic Loan Program. The Board of Health recently held hearings on violations of the Town's Tobacco Sales to a Minor Regulation. The offending stores were fined \$200.00 by the Board of Health.

Library – Karen Johnson reports that the Adult Coloring Book nights continue to be an extremely popular program. The library is also looking into a feasibility study regarding the building structure.

Town Counsel – Attorney Lalli was of assistance to Tara Tradd and the Board of Health with the Request for Proposals Collection, Transportation, and Disposal of Solid Waste and Recyclable Materials. Mr. Lalli continues to work with IT Director Geno Gingras regarding Voice Systems, the phone company for both Town Hall and the Police and Fire Station. Mr. Lalli reports that there are still existing problems with the phone system that have not yet been corrected by the company. Mr. Lalli is also working with the Fire Chief and Mr. Gingras regarding OCI Confidential, which is a software agreement. Finally, Mr. Lalli's office is handling a lawsuit in which the Police Chief is being sued for denying a resident his license to carry.

ADJOURNMENT

At 9:25 p.m., Chairman Hegarty requested the Board make a motion to conclude the Regular Session. An Executive Session would begin at the conclusion of the Open Session for the purposes of discussing strategy for Collective Bargaining with Union Bargaining Units including the AFSCME, Police and Fire Unions, all of which could prove detrimental if discussed during the Open Session. Mr. Rose made a motion to adjourn the Regular Session. Mr. Hegarty seconded the motion. The motion carried.

A roll call vote was taken.

Mr. Rose voted aye.

Mr. Hegarty voted aye.

The Board would reconvene in Open Session for the sole purpose of adjournment.

Respectfully submitted,

Shanna M. Faro

Shanna M. Faro
Executive Assistant to the Town Administrator