

BOARD OF SELECTMEN
Francis A. Hegarty, Chairman
Steven P. Rose, Clerk
Wayne Phillips, Associate

TOWN ADMINISTRATOR
Michael W. McCue

Town of Avon Massachusetts

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BOARD OF SELECTMEN MEETING THURSDAY, JANUARY 27, 2011 MINUTES

Present: Chairman Frank Hegarty, Board Members Steven Rose and Wayne Phillips.

Joe Lalli, Town Counsel
Mike McCue, Town Administrator

Chairman Hegarty called the meeting to order at 7:30 p.m. with all members present.

Approval of Minutes

Motion: To approve the minutes of Thursday, January 13, 2011 (Regular Session) as submitted. (Phillips/Rose). 3:0 motion passes

Motion: To approve the minutes of Thursday, January 20, 2011 (Regular Session) as submitted. (Phillips/Rose). 3:0 motion passes

Chairman Hegarty announced the postponement of Congressman Lynch's office hours to February 3, 2011.

Chairman Hegarty announced Registrar of Deeds William O'Donnell's office hours on February 2, 2011.

Cell Tower Lease RFP award

Mr. McCue provided the Board with revenue spread sheets and synopses for the responses from T-Mobile and US Wireless. Mr. McCue noted that he had determined the third response, that of Mariner Communications, as deficient and had eliminated it from consideration. Mr. McCue proceeded to detail the salient points of the two proposals to include lease terms and revenue proposed by the two submitters.

Mr. Chris Hesse of US Wireless attempted to expound on his submittal at which time Mr. McCue cautioned the Board that allowing Mr. Hesse to speak might be construed as a violation of the procurement laws and disqualify the RFP.

Mr. Hesse offered to pay the lease as a lump sum rather than quarterly if the town so wished. He also pointed out the differences between a tower company and a wireless carrier, suggesting that revenues would be higher from a tower company.

Mr. Rose asked for clarification of whence the number of potential additional carrier came, to which Mr. McCue response that five was the maximum amount of carriers typically placed on a tower/pole.

Mr. Phillips asked on what basis Mr. McCue used the amount for additional carrier rent, \$4,200, to which Mr. McCue responded that it was an average used both by T-Mobile and US Wireless.

Chairman Hegarty stated that he had additional questions and wished to further review the documentation. Mr. McCue was asked to withhold his recommendation at this time. The Board would forward any questions to Mr. McCue for clarification.

Motion: To table the award of the contract until the February 10, 2011 Board of Selectmen's meeting. (Rose/Phillips). 3:0 motion passes.

Annual Report printing bid opening

Selectman Rose read the public notice regarding the solicitation for bids for printing of the Annual Town Report. He noted that four packages were received; Select Print Solutions of North Brookfield, MassCor of Norfolk, King Printing of Lowell and TechDoc Digital of Hudson. The bids were announced as follows:

Select Print Solutions - \$2,378.00
 MassCor - \$3,206.90
 King Printing - \$2,447.00
 TechDoc Digital – 2,912.00

Selectman Rose noted that TechDoc Digital did not submit a sample of its work as required in the solicitation. Mr. McCue mentioned that TechDoc Digital had done the previous year's Annual Report and may have assumed no need to send a copy.

Motion: To take the bids under advisement and award the contract at the February 10, 2011 Board of Selectmen's meeting. (Rose/Phillips). 3:0 motion passes.

Constables Appointment

Mr. Phillips requested that appointments be tabled until a policy could be produced which set guidelines on the conduct of constables appointed by the Town of Avon.

Motion: To table the appointment of Constables until a policy can be established which sets guidelines for Avon Constables. (Phillips/Rose). 3:0 motion passes.

Temporary Sign Permit Discussion

The Chairman expressed concern that sign permit requests have come in between meeting dates that have not allowed timely issuance and suggested that the Board consider allowing the Building Inspector to act in the Board's stead. Mr. Rose questioned whether or not the Building Inspector could act on the Board's behalf as he does not report to them. He also wanted to insure that applicants do not abuse this change by submitting last second permit applications. Mr. Phillips stated that the Board could take the responsibility back if need be. Chairman Hegarty referred to the bylaw which gives the authority to issue permits to the Board of Selectmen or its designee.

Mr. Rose asked if applications submitted in a time that allows the current process to handle them could still go through that process. Mr. McCue would be given the authority to make that determination.

Motion: The Board of Selectmen may from time to time delegate authority to grant temporary sign permits to a designee in the case of its inability to act in a timely manner on said applications. (Phillips/Rose). 3:0 motion passes.

Janet McDonald Annual Memorial Walk Against Cancer

Motion: To allow permission for the Janet McDonald Annual Memorial Walk Against Cancer on Saturday, April 2, 2011. (Rose/Phillips). 3:0 motion passes.

Payment of outstanding invoices

Motion: To approve all vouchers for the payment of bills. (Rose/Phillips). 3:0 motion passes.

Town Administrator's Report

Mr. McCue reported that Town Account Deb Morin, two school representatives and he met with a representative of the Chambers Group to begin the process of reviewing all current telecommunications systems in Avon Town Government to look areas of savings. The group will report back to Mr. McCue prior to taking any actions that would require any payments to the company. The Chambers Group would receive a percentage of the money saved by the town.

Mr. McCue reported that the Commonwealth of Massachusetts requested snow removal costs for the event of January 11-13. The Town has complied. He is hopeful that the Town will receive 75% reimbursement for these costs.

Mr. McCue reported that he has contacted the Norfolk Sheriff's Office in the hope of having its community service program continue to paint the interior of Town Hall.

Mr. McCue reported that he attended a MEMA meeting on January 25, 2011 in Framingham to learn of potential mitigation grant funds to reduce the future risk of flooding. He hoped to submit an application by the March 3 deadline. He noted that he is keeping a close eye on any and all grant opportunities given the current state of the budget.

MMA Conference

Chairman Hegarty reported to the Board that he, Mr. McCue and Board of Health Chairman Gerald Picardi attended the annual MMA conference in Boston on Jan 21-22. He reported that a significant cut in local aid was announced by the Governor in his comments at the meeting. While Chapter 70 monies increase, local aid was reduced. He reiterated that the FY12 budget will be a great challenge given this cut and with reductions in local receipts.

Motion: (at 9:30 p.m.) To convene in Executive Session to discuss strategy with respect to collective bargaining or litigation, and to reconvene in open session for the sole purpose of adjournment (Rose/ Hegarty). Roll call vote: Chairman Hegarty – Aye, Selectman Rose – Aye 2:0. Motion passes.

Submitted by,

Michael McCue
Town Administrator