

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, JANUARY 7, 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
Debra J. Morin, Treasurer/Collector

Planning Board: Charles Comeau, Chairman
Jason Suzor, Clerk
Robert Pillarella, Member
Matthew Curley, Member
Charles Marinelli, Member

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

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

Chairman Hegarty called for a moment of silence in memory of Francis Dermot Holmes, who served on the School Committee for many years and for Leo J. Issa, who over the years served as Chairman of the Finance Committee and was a member of the Board of Assessors and the Board of Selectmen. Mr. Issa was also the founder of the Avon Industrial Park.

Mr. Rose made a motion to accept the minutes of Thursday, December 17, 2015 (Regular Session) as read. Mr. Hegarty seconded the motion. The motion carried.

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

7:45 p.m. – Update with Treasurer/Collector Debra J. Morin

Debra Morin approached the Board to provide an update on the office of the Treasurer/Collector. Ms. Morin informed the Board that the tax rate for 2016 was set and tax bills were sent out on December 31, 2015. The first quarter tax bill is due on February 1, 2016. Ms. Morin stated to the Board that the auction date for 7 Stratford Avenue has been set for January 21, 2016 at 2:00 p.m. Ms. Morin informed the Board and members of the viewing audience that information and details for the auction have been placed on the

Town's website, which has been linked to the auctioneer, Zekos Group's website. Ms. Morin noted that she was working on a few more tax titles.

Ms. Morin reminded the Board that at the Annual Town Meeting of June 9, 2015, the residents voted for an increase in the Meals Tax. Ms. Morin stated that her office received the first check for the increase in the Meals Tax for September through November of 2015. The total was for \$5,330.76. Ms. Morin anticipates an extra \$20,000 per year to the Town for the Meals Tax increase.

Finally, Ms. Morin stated that the new reporting requirements for the Affordable Care Act have kept both she and her assistant, Carla Costa, very busy lately. Both she and Ms. Costa have attended three different workshops and meetings over the past few months regarding the new requirements. Ms. Morin departed at 7:50 p.m.

8:00 p.m. – Update with the Planning Board

The Planning Board approached the Board to provide an update on current events their Board has been addressing lately. Chairman Charles Comeau informed the Board that the Master Plan for the Town needs updating. Mr. Comeau stated that typically the Master Plan is updated every ten years. The last update of the Master Plan was done in 2001. Mr. Comeau stated that the Planning Board will approach the Board of Selectmen, as well as the Old Colony Planning Council (OCPC) for financial assistance with this project. Mr. Comeau stated that once the Master Plan is updated, it is the intent of the Planning Board to get a digitalized copy and upload it on the Town website. Mr. Comeau stated that the Planning Board was also working with the OCPC to review the Ladge Drive situation.

Mr. Comeau informed the Board that the Planning Board also needs to address several other issues such as: electronic billboards, Mitigation Bylaws, the Sewer Commission, solar projects and vacancies in the Industrial Park. On the issue of vacancies, Chairman Hegarty stressed to the Planning Board the need to explore with OCPC the redevelopment of vacant buildings and empty sites. Mr. Hegarty asked the Planning Board for input on marketing ideas to encourage industries to come to the Town of Avon and to use the facilities and buildings here for their business. Mr. Comeau suggested the Town expedite a sewer system in the Industrial Park. Mr. Pillarella suggested using a college intern or a public interest group to research ways to market the Town. Mr. Hegarty stated that it is worth exploring as the Town needs to invest in the Industrial Park to make it flourish.

UNFINISHED BUSINESS

Designer Selection Committee

Mr. Rose made a motion to table appointing members to the Designer Selection Committee until the meeting of January 21, 2016 due to Mr. Brady's absence. Mr. Hegarty seconded the motion. All were in favor.

Update on Assistant Assessor Position

Chairman Hegarty stated that he is working on filling the vacancy in the office of the Assessors. Mr. Hegarty stated that he is hopeful that he will have a candidate for the Assistant Assessor position to come before the Board for the meeting of January 21, 2016.

Update on Council on Aging

Mr. Crimmins informed the Board that former Town Clerk and Treasurer V. Jean Kopke has volunteered to help assist in the duties of an Interim Director while the Board awaits to appoint an official Interim Director. Mr. Crimmins reported that Ms. Kopke began today and did a great job assisting the seniors

with their needs. Mr. Crimmins informed the Board that the advertisements for a Council on Aging Director as well as for a part-time van driver have been publicized and that Shanna Faro is already receiving calls of interest for the van driver position. Mr. Crimmins stated that the Council on Aging is receiving a face-lift in terms of a fresh coat of paint for the doors, bathrooms and common areas. Mr. Crimmins informed the Board that several people have expressed interest in becoming a board member for the Council on Aging. Mr. Crimmins will check with the Town Clerk Patricia Bessette on the number of vacancies the Board currently has available and report back to the Board of Selectmen at the next meeting. Finally, Mr. Crimmins provided each Board member a packet of information to review from the Executive Office of Elder Affairs to help in the decision making and reorganization of the Council on Aging.

Budget Update

Mr. Crimmins reported to the Board that the Department Heads have all submitted their budgets for Fiscal Year 2017. Mr. Crimmins stated that with the help of Town Accountant Shannon MacKenzie and IT Director Geno Gingras each Department Head was able to submit their budget using the same template, which will help streamline this process. Mr. Crimmins stated that he reminded all Boards to consider factors that would majorly impact their budget, for example, if a department needs additional staffing. Mr. Crimmins provided each member of the Board a binder containing the draft budget for Fiscal Year 2017. Finally, Mr. Crimmins stated that the budget would be in good shape for when the Board sets a date to review the budget.

NEW BUSINESS

Gift Acceptances

Mr. Rose made a motion to accept the gift donation from Lorena Alcala in the amount of \$118.50 for the Council on Aging. Mr. Hegarty seconded the motion. The motion carried.

Mr. Rose made a motion to accept the gift donation from the John McElaney Scholarship Fund in the amount of \$6,024 for the Avon Public Library to best serve the patrons of the library. Mr. Hegarty seconded the motion. The vote was unanimous. Mr. Hegarty stated that the Board will also send a letter to John B. McCann, Jr. Trustee of the John McElaney Scholarship Fund thanking him for the generous donation as well as the scholarships to the students of the Avon Middle High School that are given out each year.

Temporary Sign Application

Mr. Rose made a motion to accept the temporary sign application from Jordan's Furniture for three (3) vinyl mesh banners 12' x 70' to be displayed on the building from January 7, 2016 through March 31, 2016. Mr. Hegarty seconded the motion. All were in favor.

Announcements

Mr. Hegarty announced that Police Chief David Martineau is sponsoring a "Coffee with the Police Chief" on Saturday, January 16, 2016 from 9:00 a.m. to 11:00 a.m. at the Mary McDermott room in the Town Hall to address the concerns of residents after some recent events. Chief Martineau is looking forward to speaking to the citizens of Avon, answering questions and welcoming input on ideas that can be implemented to enhance public safety.

Approval of Vouchers for the Payment of Bills

Mr. Rose made a motion to approve the payment of bills. Mr. Hegarty seconded the motion. The motion carried.

TOWN ADMINISTRATOR'S REPORT

Town Administrator – Mr. Crimmins thanked the Avon Civic Association for the success of last month's Annual Holiday Celebration. In addition, he thanked the downtown shops such as Sammy K's Barber Shop for allowing the Town to use the electricity from his shop to light up some trees. In addition, Mr. Crimmins has been busy with the budget and working with Shanna Faro on Human Resources issues.

Police Department – Coffee with the Chief is scheduled for Saturday, January 16, 2016 from 9:00 a.m. to 11:00 a.m. at the Town Hall to address the recent shootings.

Fire Department – Chief Spurr reports that there were 124 calls during the month of December, 72 of which were medical calls. Fire protection system upgrades are underway at 40 Strafello Drive and 40 Murphy Drive. There were also two calls for illegal burning in December.

Department of Public Works – Bill Fitzgerald reports that he is awaiting a gift donation from T-Mobile relative to the T-Mobile Communications upgrade on the Central Street Water Tank. Mr. Crimmins requested this item be placed on the agenda for the January 21, 2016 meeting for the Board to formally vote to accept. Mr. Fitzgerald has been in contact with the Old Colony Planning Council and they would like to schedule a meeting with him, the Board of Selectmen and the Planning Board regarding the Priority Development/Priority Preservation Area Update. OCPC wants to update the last report which was done in 2010.

Treasurer/Collector – Deb Morin reports that the auction date for 7 Stratford Avenue is January 21, 2016 at 2:00 p.m., with an open house from 1:00 p.m. – 1:30 p.m. with bidder registration commencing at Town Hall at 1:30 p.m. The terms will be a \$10,000 deposit and 30 day closing period.

Town Accountant – Shannon MacKenzie has provided the Board a free cash figure and prepared the inserts for the budget binder distributed to the Board tonight.

Assessors – As Chairman Hegarty reported, an Assistant Assessor candidate is anticipated to come before the Board on January 21, 2016.

Town Clerk – Patricia Bessette reports that 60 residents checked in to vote at the Special Town Meeting on December 1, 2015. All articles on the Special Town Meeting passed. Ms. Bessette also reports that Census materials will go out to residents the first week of January. Included with the Census will be voter information, a dog licensing form, and a "No Knock" letter from Chief Martineau. Nomination papers will be available in the clerk's office on January 4, 2016.

Building Inspector – Bob Borden reports that building permits were minimal in the month of December. However, the month of December was very busy for inspections. Mr. Borden also reports that a new tenant is moving into the vacant space at 75 Stockwell Drive. A lighting retailer is doing a total remodel of about 20,000 square feet of space adjacent to the Tile Shop.

Board of Health – Tara Tradd reports that the Trash and Recycling Contract is up for renewal. The Request for Quotations for Disposal of Solid Waste was issued in the month of December and the Board has successfully received four RFQs which will be opened and reviewed at the January 14, 2016 meeting.

Library – Karen Johnson reports that the month of December was a very busy month for the library. The Children's Holiday Party on December 19, 2015 was very successful complete with Santa Claus, singing, crafts and a make your own sundae bar. Ms. Johnson reports that this year enticed a much younger crowd as most children were three years old or younger. Thadeous Washington also hosted his art reception for his exhibit featured through the month of December. "Diverse by Design" featured works of watercolors, photography and oil paintings.

Town Counsel – Joseph Lalli reported that he has been busy working on many different contracts for the Town. Mr. Lalli is currently assisting IT Director Geno Gingras, working on a contract dispute with a

problematic vendor. In addition, Mr. Lalli reported that he continues to work with Bill Fitzgerald and his intern Dennis Corvi on the GIS mapping of the Town owned properties.

ADJOURNMENT

At 9:16 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 purpose of a litigation matter 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 vote was unanimous.

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,

A handwritten signature in cursive script that reads "Shanna M. Faro".

Shanna M. Faro

Executive Assistant to the Town Administrator