

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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2016 FEB 22 AM 9:25
TOWN CLERK

BOARD OF SELECTMEN MEETING THURSDAY, FEBRUARY 4, 2016 7:30 p.m.

Members present:

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

Others present:

Francis T. Crimmins, Jr., Town Administrator
Joseph S. Lalli, Town Counsel
Shanna M. Faro, Executive Assistant to the Town Administrator
Tara N. Tradd, Health Agent
Patricia C. Bessette, Town Clerk
David Martineau, Police Chief

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

Health Agent Tara Tradd led the meeting in the Pledge of Allegiance.

Mr. Brady made a motion to accept the minutes of Thursday, January 28, 2016 (Regular Session) as read. Mr. Hegarty seconded the motion. The motion carried. Mr. Rose abstained from voting, as he was absent for the meeting of January 28, 2016.

Mr. Brady made a motion to accept the minutes of Saturday, January 30, 2016 (Workshop Session) as read. Mr. Rose seconded the motion. The vote was unanimous.

Mr. Brady made a motion to accept the minutes of Monday, February 1, 2016 (Workshop Session) as read. Mr. Rose seconded the motion. All were in favor.

Mr. Brady made a motion to accept the minutes of Thursday, January 28, 2016 (Executive Session) as read. Mr. Hegarty seconded the motion. The motion carried. Mr. Rose abstained from voting, as he was absent for the meeting of January 28, 2016.

7:35 p.m. – Tara N. Tradd, Health Agent

Health Agent Tara Tradd appeared before the Board to provide an update on the Board of Health. Ms. Tradd informed the Board that the Board of Health is coming into a new contract season July 1, 2016 for trash and solid waste recycling so the Board of Health is in the process of drafting that collection contract with Kathi Mirzi from the Department of Environmental Protection. Ms. Tradd informed the Board that the Board of Health has been granted technical assistance from Ms. Mirzi. The Board of Health has been awarded 80 hours of Ms. Mirzi's time in order to allow her to assist with customizing this contract for the

Town of Avon. Ms. Tradd stated that after the contract has been drafted, she will send to Town Counsel for his review of the contract. Ms. Tradd further stated that once the contract is drafted, the invitation to bid for this contract is scheduled to be publicized on February 29, 2016.

Ms. Tradd also provided each member of the Board with a spreadsheet containing statistics of historical solid waste tonnage, historical recycling tonnage and bulk collection tonnage. Ms. Tradd informed the Board that the solid waste tonnage numbers have significantly decreased over the past six years. Accordingly, Ms. Tradd noted that the recycling tonnage has increased significantly since 2009. Ms. Tradd stated that, as recent as last spring, the Board of Health has been issuing many large recycling totes to the residents of Avon. Finally, Ms. Tradd noted that the bulk collection tonnage has increased significantly over the past year. Chairman Hegarty stated that the Bulk Collection Days are a great benefit to the residents; however, he cautioned of the cost dangers associated with non-residents dropping off bulk goods brought in from other towns on the eve of Bulk Collection Day.

Chairman Hegarty mentioned Emergency Preparedness in light of the upcoming snowy weather forecast. Ms. Tradd stated that prior to the retirement of Council on Aging Director Jane Hanley, she was working together with Ms. Hanley on the paperwork required to purchase a confidential database which would list individuals who would require electricity for medical supplies in the event of a power outage. Ms. Tradd stated she will continue this project with a new COA Director.

Chairman Hegarty announced that the next Bulk Collection Day will be on Saturday, February 20, 2016. Mr. Hegarty announced that bulky items such as furniture, boxes and other large items are to be placed curbside by 7:00 a.m. Mr. Hegarty stated that no construction material is allowed and requested that residents requiring the disposal of white goods, such as appliances, be asked to call Howland Disposal directly to schedule a pick-up.

UNFINISHED BUSINESS

Update on Council on Aging

Town Administrator Crimmins informed the Board that he has received 19 resumes for the position of Council on Aging Director. The deadline for resume submittals has now passed. Mr. Crimmins informed the Board that the Screening Committee consisting of Shanna Faro, Deb Morin, Jean Kopke and himself has begun rating the resumes. Mr. Crimmins further informed the Board that the top five candidates will be called in for interviews with the Screening Committee next week.

Mr. Crimmins informed the Board that the search for a new van driver for the Council on Aging has now reached a critical state and that the current van driver, Woody Salter, needs assistance to keep up with the demands for van rides. Mr. Crimmins stated that interviews for the van driver will begin next week. Mr. Crimmins thanked Mr. Salter for his hard work and dedication to the Council on Aging during this interim period. In addition, Mr. Crimmins thanked the entire staff of the Council on Aging for their extra efforts during the search to find a new Director.

Designer Selection Committee

Mr. Crimmins informed the Board that, while attending the Massachusetts Municipal Association Annual Seminar in Boston on January 22, 2016, one of the classes he attended was a workshop session on procurement policies, which consisted of new requirements and regulations from the Office of the Inspector General. Mr. Crimmins stated that he had not yet had a chance to review all of the new regulations in order to provide a summary to the Board. Mr. Rose made a motion to table selecting members for the Designer Selection Committee. Mr. Brady seconded the motion. All were in favor.

NEW BUSINESS

Operating Budget for Annual Town Meeting

Chairman Hegarty stated that the Board of Selectmen had completed their recommendations for the Operating Budget for Fiscal Year 2017 and had submitted said recommendations to Chairman of the Finance Committee Eric Beckerman on Monday, February 1, 2016. Police Chief David Martineau inquired as to the change to the salary line in his budget. Chairman Hegarty informed the Police Chief that the salary budget for the Police Department was raised to provide funding for a school resource officer.

Discussion of Articles to be Included in the Warrant for Annual Town Meeting

Mr. Crimmins presented each Board member with a binder containing a rough draft of the warrant for the Annual Town Meeting as prepared by Town Clerk Patricia Bessette. Mr. Crimmins informed the Board that the deadline for Boards and Departments to insert articles for the Annual Town Meeting is Thursday, February 11, 2016. Due to the impending deadline, Mr. Crimmins asked the Board to consider holding a brief workshop meeting next week for discussion of articles to be included in the warrant for the Annual Town Meeting. The Board voted unanimously to schedule a workshop meeting session on Thursday, February 11, 2016 at 6:00 p.m.

Selectmen's Newsletter

Mr. Crimmins informed the Board that he and Shanna Faro would be working collaboratively to produce a Selectmen's Newsletter to be sent out to all Avon residents with a target date of March 15, 2016. Mr. Crimmins requested the Board inform him of the content they would like included in this newsletter. Chairman Hegarty suggested a 4-6 page newsletter which should contain a calendar of important dates such as the tax bill deadline, opening of the compost site, the annual town election and last day of school. In addition, Mr. Hegarty suggested the newsletter be inserted into the Moneysaver as a method of mailing to all Avon residents.

Discussion with Town Clerk Regarding Election Calendar for 2016

Town Clerk Patricia Bessette approached the Board with an update on the upcoming, busy election year. Ms. Bessette informed the Board that on Tuesday, March 1, 2016, residents can vote at Town Hall for the Presidential Primary. The Office of the Town Clerk will be open until 8:00 p.m. on Wednesday, February 10, 2016 as that is the deadline for residents to register to vote for the primary election. Ms. Bessette also announced the dates of Tuesday, April 12, 2016 as the date of the Annual Town Election and Tuesday, May 4, 2016 as the date of the Annual Town Meeting. Ms. Bessette informed the Board that all election poll workers for the Town have willingly agreed to return this year. Finally, Ms. Bessette noted that the Town of Avon has 2,800 registered voters.

Signing of the Warrant for Presidential Primary on March 1, 2016

Mr. Brady made a motion to sign the Warrant for the Presidential Primary on March 1, 2016. Mr. Rose seconded the motion. The motion carried.

Correspondence

Chairman Hegarty read correspondence dated January 29, 2016 from the Department of Environmental Protection to Mr. Vincent Barletta of TLA-Holbrook, LLC and the Town of Holbrook Board of Health regarding the DEP's Final Report on Suitability for Site Assignment after Reconsideration. Mr. Hegarty

informed members of the viewing audience that the DEP issued a Final Negative Report on Suitability after Reconsideration regarding the proposed TLA-Holbrook, LLC Municipal Solid Waste Transfer Station. Mr. Hegarty stated the negative report was a tremendous victory for the Town of Avon; however, there could still be an appeal from TLA-Holbrook, LLC. Mr. Rose recommended the Board of Selectmen write a thank you letter to Representative Galvin for his efforts in the fight against the transfer station in Holbrook.

Chairman Hegarty read correspondence from Eversource Energy dated January 31, 2016 in which Eversource Energy stated it intends to selectively apply herbicides along the power line rights-of-way, in particular Page Street from the Town of Avon to the Town of Stoughton. Mr. Hegarty read that Eversource Energy stated in the letter that the treatment is conducted as a component of an integrated vegetation management program that uses the appropriate mechanical and/or herbicides treatments to control vegetation while allowing for the safe delivery of electricity to their customers.

Personnel Action Form

Chief Spurr submitted a Personnel Action Form for a new Call Firefighter, Julie Burns. Mr. Brady made a motion to approve Julie Burns as a new Call Firefighter and sign the Personnel Action Form. Mr. Rose seconded the motion. The vote was unanimous.

Approval of Vouchers for the Payment of Bills

Mr. Brady 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 stated that his office has been extremely busy preparing the Operating Budget for Fiscal Year 2017 this week. Mr. Crimmins stated that he met with Department Heads regarding the budget so that they could make their recommendations to the Board of Selectmen. Mr. Crimmins informed the Board that the Finance Committee received the proposed budget from the Board of Selectmen on Monday, February 1, 2016. Mr. Crimmins informed the Board that he also met with Attorney Scott Bettencourt this week regarding organizing the personnel records for the Town. Mr. Crimmins stated that he also met with Charlie Rourke from Estabrook & Chamberlain this week and he feels confident that the Town has sufficient insurance coverage. Finally, Mr. Crimmins stated that he is meeting with Boards and Committees regarding Town Hall office space and part-time secretarial coverage.

Assessors – The new Assistant Assessor Paul Sullivan has been a great asset to the Town and has already made an impact in the short time he has been here. Mr. Sullivan is also a member of the in-house Finance Team.

IT – Geno Gingras is working hard to ensure that the most recent computer viruses do not attack the Town's computer systems. Mr. Gingras is also assisting Attorney Lalli with vendor issues regarding the Town Hall's phone system.

Library – The library has building maintenance issues. Mr. Crimmins stated that he is arranging to have the Library Trustees at a Board of Selectmen meeting very soon to address these issues.

Town Counsel – Attorney Lalli informed the Board that on January 28, 2016, he met with John Ulchak of Voice Systems, now known as Vertical, regarding several outstanding issues pertaining to the Town Hall's phone system. Mr. Lalli stated that two major issues needed to be addressed. First was an invoice balance for the Town that was incorrect and secondly, a discrepancy of the date of the warranty for the equipment at the Public Safety Building. Mr. Lalli informed the Board that Vertical believed the equipment to be installed in July 2014, while in fact the installation actually took place in December 2014. Finally, Mr. Lalli informed Mr. Ulchak that the IT Director Geno Gingras, should no longer have

to attempt to solve problems remotely with a representative on the telephone. Mr. Lalli stated that the Town requested an onsite representative to solve issues. Mr. Lalli informed the Board that late this afternoon, he received notification from Mr. Ulchak that the invoice balance has been resolved and that Vertical had reversed the charge in the amount of \$1200 for the Town of Avon. In addition, Vertical was sending a representative onsite to the Town Hall to deal directly with IT Director Geno Gingras regarding phone issues that need to be resolved.

ADJOURNMENT

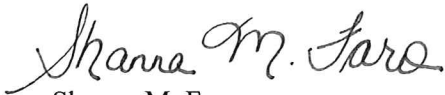
At 9:03 p.m., Chairman Hegarty requested the Board make a motion to conclude the Regular Session. An Executive Session would begin at the conclusion of the Open Session for the purposes of Collective Bargaining with Union Bargaining Units, Employment Agreements with Non-Union Personnel, and Review of the Call Firefighter Agreement, all of which could prove detrimental if discussed during the Open Session. Mr. Brady made a motion to adjourn the Regular Session. Mr. Rose seconded the motion. The motion carried.

A roll call vote was taken.

Mr. Brady voted aye.
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
Executive Assistant to the Town Administrator