

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
MONDAY, APRIL 11, 2016
WORKSHOP SESSION
7:00 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
Shanna M. Faro, Executive Assistant to the Town Administrator
David Martineau, Police Chief
Scott Bettencourt, Bettencourt Law Group

TOWN OF AVON
2016 APR 22 AM 10:16
TOWN CLERK

Chairman Hegarty called the meeting to order at 7:20 p.m. with all members present.

Chief Martineau appeared before the Board and presented a revised job description for the position of Deputy Chief. The Board took a moment to review the revised description before asking the Chief questions.

Selectman Rose commented to Chief Martineau that, while the job description had improved from the initial draft, he was of the opinion that the revised job description still did not provide enough detail as to the specific duties the new Deputy Chief will be assigned to help the Chief manage the Police Department on a daily basis. Mr. Rose asked Chief Martineau what his expectations would be for the individual assigned to the position of Deputy Chief to which Chief Martineau responded he would need the most help in the areas of evidence retention, observing the Detectives, gun licensing and overall management of the Sergeants, Officers and Dispatchers. Mr. Crimmins asked Chief Martineau which shift the Deputy Chief would work to which Chief Martineau responded the day shift, at least until he could be properly trained by the Chief. Chief Martineau further explained that there is one Sergeant assigned to every shift with the exception of the day shift.

Selectman Rose stated that 25% of the Police Department's payroll for last week consisted of overtime pay. Chief Martineau explained that the reasons for high overtime costs are due to the following factors: the Department is currently down three patrolmen, mandatory training classes for the officers and the high volume of calls to the Police Department during the day due to issues such as shoplifting and motor vehicle accidents. Chief Martineau stated that the Police Department is frequently called to the local stores such as Walmart, Home Depot and Jordan's Furniture for shoplifting or credit card fraud. Mr. Rose asked Chief Martineau if he had any suggestions to help reduce the amount of overtime as the Town spends roughly \$250,000 per year in overtime pay for the Police Department. Chief Martineau was unsure on how to reduce the overtime amount as he stated he is obligated to provide the minimum staffing as dictated by the Police Union contract. Mr. Rose asked Chief Martineau if hiring additional officers beyond the three patrolmen needed would help reduce overtime costs. Chief Martineau agreed that hiring additional officers would decrease costs by paying straight time versus overtime pay. However, he was

not sure how cost effective that plan would be as he cautioned the Board that costs for new officers would include their salary, mandatory training, health insurance and pension. Mr. Rose informed Chief Martineau that once the three patrolmen positions are filled and the Police Department reaches its full capacity, he should continue to look for ways for the Department to be more cost effective. Chairman Hegarty stated, that in terms of staffing the Police Department, there are currently three vacancies. In addition, Chairman Hegarty reminded the Chief that the Board would like to hire a Student Resource Officer, a Detective/Court Officer as well as a Sergeant if the Deputy Chief is promoted internally. Mr. Brady concurred that these positions need to be filled. Chief Martineau agreed with the Board that the hiring process should begin as soon as possible. Chief Martineau noted that the Police Department is limited as to the number of officers they could train at one time. Mr. Rose agreed that, while the hiring process should begin relatively soon, the Board needs to be selective in choosing the right candidates for these positions, beginning with the Deputy Chief position. Mr. Rose also stressed the importance of training the Deputy Chief properly to ensure he can effectively perform his job duties. Chairman Hegarty stated that it was the goal of the Board of Selectmen to make the Police Department as strong as possible. Chairman Hegarty expressed his opinion that proper training of a Deputy Chief will allow for a smooth transition and good succession plan for when the Chief ultimately retires from his position. Mr. Rose agreed with Chairman Hegarty and stated that the first step in this process is hiring a Deputy Chief. Chairman Hegarty stated that the Board will meet again on Tuesday, April 19, 2016 at 7:00 p.m. to discuss the criteria needed for posting the position of Deputy Chief.

Adjournment

At 9:10 p.m., Chairman Hegarty requested the Board make a motion to adjourn the Workshop Session. Mr. Rose made a motion to adjourn the Workshop Session. Mr. Brady seconded the motion. The motion carried.

A roll call vote was taken.

Mr. Rose voted aye.

Mr. Brady voted aye.

Mr. Hegarty voted aye.

Respectfully submitted,



Shanna M. Faro

Executive Assistant to the Town Administrator