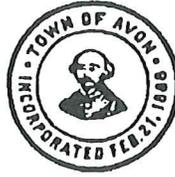


BOARD OF SELECTMEN
Francis A. Hegarty, Chairman
Robert F. Brady, Jr., Clerk
Steven P. Rose, Associate

Francis T. Crimmins, Jr.
TOWN ADMINISTRATOR

Town of Avon Massachusetts

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BOARD OF SELECTMEN MEETING THURSDAY, AUGUST 18, 2016 7:30 P.M.

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

Others present: Francis T. Crimmins, Jr., Town Administrator
Shanna M. Faro, Executive Assistant to the Town Administrator
Joseph S. Lalli, Town Counsel
Geno Gingras, IT Director
Paul Zinni, Superintendent of Schools
Peter Marinelli, Department of Public Works
Chavonne Baldwin, External Affairs Specialist, Columbia Gas

Library Trustees: Pat Olson, Vice Chair
Paul Chute, Secretary

School Committee: Jeanne Martineau, Chair
Sharon Marble, Secretary
Anne Hagberg, Member
Rebecca Lundgren, Member

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

IT Director Geno Gingras led the meeting in the Pledge of Allegiance.

Meeting Minutes

Mr. Brady made a motion to accept the minutes of Thursday, July 21, 2016 (Regular Session) as read.
Mr. Rose seconded the motion. The motion carried.

Mr. Brady made a motion to accept the minutes of Tuesday, July 26, 2016 (Workshop Session) as read.
Mr. Rose seconded the motion. The motion carried.

Mr. Brady made a motion to accept the minutes of Monday, August 15, 2016 (Workshop Session) as read.
Mr. Rose seconded the motion. The motion carried.

Mr. Brady made a motion to accept the minutes of Thursday, July 21, 2016 (Executive Session) as read.
Mr. Rose seconded the motion. The motion carried.

7:35 p.m. – Library Trustees

Paul Chute and Patricia Olson appeared before the Board to discuss appointing an Interim Library Director in light of Karen Johnson's retirement effective August 26, 2016. Mr. Chute informed the Board that the Library Trustees would like to appoint an Acting Director. Mr. Chute stated that the Library Trustees have approached Assistant Librarian Ann Fogg with a letter requesting that she become the Acting Director. Mr. Chute informed the Board that Ms. Fogg is interested in the position. Mr. Chute acknowledged to the Board that the Library Trustees do not know the protocol as to how the compensation would be addressed for Ms. Fogg's interim job as Acting Director. Mr. Crimmins advised the Board that before they take any action on this matter, the issue of appointing a union person as Interim Director will need to be subject to the determination for approval of the AFSCME Bargaining unit of which Ms. Fogg is a member. Chairman Hegarty recommended that the Library Trustees set a specific time frame in which an individual would serve as Acting Director, allotting for enough time to post the Library Director position and conduct interviews. That time could be extended if necessary. Chairman Hegarty asked Mr. Crimmins to set up a meeting with the AFSCME Bargaining Unit to discuss this matter and report the results of that meeting back to the Board.

7:45 p.m. – School Committee

Superintendent Paul Zinni and the School Committee members approached the Board to discuss the status of several items.

Chairman Hegarty stated that the Selectmen are working diligently on filling the School Resource Officer position. However, that position would most likely not be filled until the second half of the school year, if not the 2017-2018 school year. Ms. Martineau asked if there was a job description for that position. Chairman Hegarty recommended working in conjunction with the school administration and the Police Chief in developing a School Resource Officer job.

Chairman Hegarty informed the School Committee that the Selectmen are still working on the Butler School parking lot project. Chairman Hegarty stated that the goal would be for work to begin on the project in the spring of 2017. Chairman Hegarty stated that there will most likely be a Special Town Meeting in October to acquire more funding for the project. Ms. Martineau will check the status of the permits on that project.

Chairman Hegarty addressed Worker's Compensation Insurance with the School Committee. Chairman Hegarty stated that Worker's Compensation Insurance is a growing cost that is rising fairly fast. Chairman Hegarty requested that Human Resources Coordinator Shanna Faro be notified and given a copy of any claims that are filed on behalf of the Avon Public Schools. Superintendent Paul Zinni will speak to Kathleen McDonald regarding this request.

Superintendent Zinni spoke to the Board about placing surveillance cameras in several areas throughout Town such as the tennis courts, the playground near the Avon Middle-High School and the covered bridge. Mr. Zinni stated that the Avon Public Schools received about \$40,000 from the ACES grant for this purpose about two years ago and he would like to utilize this funding. Chairman Hegarty cautioned Mr. Zinni about the legal ramifications as to who would be viewing the surveillance video and that the Board will need to seek advice from legal counsel. Chairman Hegarty requested the School Committee organize a meeting between all the parties that would be affected by these cameras throughout Town such as the Town Administrator, the Police Chief, the Fire Chief, the Department of Public Works, the Town Accountant, and Town Counsel and report back to the Board on this matter.

Finally, Chairman Hegarty requested an update on the Regional School Feasibility Study. Ms. Martineau stated that they have had some issues getting information from the Town of Holbrook on this project so it has stalled at the moment.

8:00 p.m. – Columbia Gas

Chavonne Baldwin and Peter Marinelli approached the Board to discuss the status of outstanding projects and street repairs by Columbia Gas. Mr. Marinelli informed the Board that he met with Restoration Specialist Dan Kelly from Columbia Gas on Wednesday, August 17, 2016 to discuss several problematic streets. Mr. Marinelli stated that Mr. Kelly will be placing 125 feet of overlay on Bartlett Street from curb to curb to correct the problem on that street. Mr. Marinelli stated that on Bodwell Street, Mr. Kelly and his crew did regrind that street and since the redo, Mr. Marinelli sees no further problems on that street. Mr. Marinelli also stated that the requests for road cuts at 406 Central Street and 410 Central Street will be off to the side of the road, so he does not foresee a problem with those requests. Mr. Marinelli informed the Board that the patchwork at 385 West Main Street is sinking and needs to be redone. Ms. Faro read from the record the motions made on the requests for street openings from the July 7, 2016 and July 21, 2016 meetings which were tabled until a representative from Columbia Gas appeared before the Board. Ms. Baldwin duly noted all the requests made by the Board and stated that she will continue to work collaboratively with the Department of Public Works to correct all these problems. Ms. Baldwin stated that she will have outstanding projects completed in one month, by September 18, 2016. Mr. Rose made a motion to grant all the street opening requests from the July 7, 2016 and July 21, 2016 meetings with the stipulations that a police detail be secured and that the trench be rehabilitated per the requirements of the Department of Public Works. Mr. Brady seconded the motion. The motion carried.

UNFINISHED BUSINESS

Assessment on the Property at 29 Memorial Drive

Mr. Crimmins informed the Board that Treasurer/Collector Debra Morin will have a report on the property at 29 Memorial Drive at the meeting of September 1, 2016.

NEW BUSINESS

Update Regarding Harrison Boulevard Improvement Project with Massachusetts Department of Transportation

Mr. Crimmins informed the Board that at the request of Old Colony Planning Council President Francis P. Staffier, the Harrison Boulevard Improvement Project consisting of installing median barriers has been moved up in priority due to another fatality on that road last month. Mr. Crimmins stated that the engineering work has begun on that project. Mr. Crimmins also stated that very soon, the bid will be published for the construction work on that project which is to commence in the Spring of 2017. He informed the Board that the engineering work on this project will be completed by late fall.

Internet Use Policy & Social Media Policy

Mr. Crimmins informed the Board that the Town's Internet Use Policy was last adopted in 2007. Mr. Crimmins stated that since technology has vastly changed since that time, he has asked both Town Counsel Joseph Lalli and the IT Director Geno Gingras to update that policy as well as to propose a Social Media Policy to the Board. Mr. Gingras stated that he has had two meetings with Mr. Lalli regarding these policies. Mr. Lalli stated that the Town does not currently have a Social Media Policy. Mr. Lalli informed the Board that he and Mr. Gingras have a rough draft of a social media policy, however, it is not ready for public viewing. Mr. Lalli stated that he and Mr. Gingras need further review

into what the rules and regulations of this policy would include. Mr. Lalli further stated that he and Mr. Gingras are focusing on implementing a policy which would draw a good distinction between an employee's First Amendment rights while still incorporating provisions in the policy which would protect the Town. Mr. Lalli informed the Board that the goal of the Social Media Policy would be to control Town-owned social media pages and the way in which administrators on these pages represent the Town and act on the Town's behalf. Chairman Hegarty asked Mr. Lalli to report back to the Board at the September 1, 2016 meeting as to the status of both the Internet Use Policy and the Social Media Policy.

Phone System

Mr. Gingras informed the Board that he has interviewed four vendors for a new telephone system for the Town, three of which are on the approved State Vendor List. Mr. Gingras stated that after reviewing the proposals with the Town Accountant as well as Department Heads, he recommends Partners Technology for the new phone system. Chairman Hegarty questioned the 70% deposit that Partners Technology is requiring upfront. Mr. Rose asked Mr. Gingras as to the deposit requirements from the other two vendors on the state list. Mr. Brady made a motion to table selecting a vendor for the new phone system until the September 1, 2016 meeting. Mr. Rose seconded the motion. The motion carried.

Camera System for Town Hall

Mr. Gingras provided the Board with a quote from Boston Electric and Telephone Corporation for a video camera system which would cover the outside of Town Hall, the proposed Drop Box as well as the hallways within Town Hall. Mr. Gingras stated that there has been interest expressed to him regarding the installation of a camera system for Town Hall given the large amount of cash transactions that take place in Town Hall. Chairman Hegarty asked Mr. Gingras to get three more quotes from other vendors and report back to the Board.

Resignation of Library Trustee Patricia Olson

Chairman Hegarty read the resignation letter of Library Trustee Patricia Olson, effective October 1, 2016. Mr. Brady made a motion to accept Ms. Olson's resignation letter with regret. Mr. Rose seconded the motion. All were in favor.

Resolution to Oppose Ballot Question Four and the Creation of a Commercial Marijuana in the Commonwealth of this Community

Mr. Crimmins informed the Board that Health Agent Tara Tradd submitted this draft resolution which she received from the Massachusetts Prevention Alliance for the Board's consideration. Mr. Crimmins stated that the Massachusetts Prevention Alliance is trying to prevent the referendum of Question Four on the ballot which is attempting to legalize marijuana. Mr. Rose made a motion to table this item until the September 1, 2016 meeting. Mr. Brady seconded the motion. The vote was unanimous.

Temporary Sign Permits

Mr. Rose made a motion to allow the temporary sign permit for the Christmas Tree Shops at 15 Stockwell Drive to display an 18' x 4' plastic banner at the front of the building advertising a "Clearance Sale" from August 19, 2016 through October 1, 2016. Mr. Brady seconded the motion. The motion carried.

Mr. Rose made a motion to allow the temporary sign permit for RD America d/b/a Restaurant Depot on 30 Bodwell Street to display an 8' x 20' durable plastic banner advertising "New Hires" from August 19, 2016 through December 31, 2016. Mr. Brady seconded the motion. All were in favor.

Mr. Rose made a motion to allow the temporary sign permit for Jordan's Furniture at 100 Stockwell Drive to display (3) three 12' x 70' vinyl mesh banners on the building advertising the "Boston Rocks Laser Show" from August 19, 2016 through October 1, 2016. Mr. Brady seconded the motion. The vote was unanimous.

Request for Step Increases for Library Personnel

Mr. Brady made a motion to approve the step increase for Part-Time Circulation Assistant Linda Pendergrace from a Grade F6, Step 4 at the rate of \$13.16 per hour to a Grade F6, Step 5 at the rate of \$13.36 per hour. Mr. Rose seconded the motion for discussion. Mr. Rose inquired as to the criteria for a step increase for a non-union worker. Chairman Hegarty responded the step increases were based on anniversary date and work performance. The motion carried.

Mr. Brady made a motion to approve the step increase for Shelver Brooke von Ehrenkrook from a Grade F5, Step 1 at the rate of \$11.84 per hour to a Grade F5, Step 2 at the rate of \$12.02 per hour. Mr. Rose seconded the motion. All were in favor.

Request for Street Opening Permits from Columbia Gas

Mr. Brady made a motion to approve the street opening permit for 226 Bodwell Street and the corner of Ledin Drive for a 3' x 5' road cut to raise the curb box up to grade. Mr. Rose seconded the motion for discussion. Mr. Rose was reluctant to continue to give permits to Columbia Gas without the work on their previous projects being finished. Chairman Hegarty asked his colleagues to give Columbia Gas a vote of confidence to complete their projects by the end of next month. Ms. Baldwin promised to be in constant contact with Bill Fitzgerald and the Department of Public Works and to be diligent about working on the roads and repairing them quickly. Satisfied with that response, Mr. Rose seconded the motion to approve the street opening permit with the stipulations that a police detail be secured and that the trench be rehabilitated per the specific requirements of the Department of Public Works. The vote was unanimous.

Mr. Brady made a motion to approve the street opening permit for 8 Collins Circle for a 4' x 6' x 80' road cut to install new gas service with the stipulations that a police detail be secured and that the trench be rehabilitated per the specific requirements of the Department of Public Works. Mr. Rose seconded the motion. The motion carried.

One Day Special Alcohol Permit

Mr. Rose made a motion to grant the One Day Special Alcohol Permit to Marty's Cat Rescue on October 15, 2016 (Valid October 14, 2016 through October 17, 2016) for a Fundraising Event at Blanchard's Tavern at 98 North Main Street. Mr. Rose included the stipulation that all bartenders be TIPS certified. Mr. Brady seconded the motion. All were in favor.

Vacancies on Boards and Committees

Chairman Hegarty read the list of vacancies on Boards and Committees. He encouraged any resident who is interested in joining a Board to send a letter of interest to the Selectmen. The following Boards and Committees have vacancies:

Library Trustee

Vacancy on Oct. 1, 2016. Term ends April 2018

Housing Authority

Vacancy term ends April 2018

	Vacancy term ends April 2019
<u>Redevelopment Authority</u>	Vacancy term ends April 2017 Vacancy term ends April 2021
<u>Appeals Board</u>	Alternate Vacancy term ends 2017
<u>By Law Committee</u>	Vacancy term ends 2017 Vacancy term ends 2017 Vacancy term ends 2018 Vacancy term ends 2018
<u>Capital Planning Committee</u>	(2) Vacancies term ends 2017 (2) Vacancies term ends 2018 (3) Vacancies term ends 2019
<u>Industrial Development Commission</u>	(2) Vacancies term ends 2017 (2) Vacancies term ends 2018 (2) Vacancies term ends 2019
<u>Industrial Development Finance Authority</u>	Vacancy term ends 2017 (3) Vacancies term ends 2018
<u>Library Building Study Committee</u>	7 Vacancies
<u>Personnel Board</u>	5 Vacancies

Announcements

Chairman Hegarty announced that the September meetings of the Board will be September 1, 2016 and September 15, 2016.

Approval of Vouchers for the Payment of Bills

Mr. Brady made a motion to pay the bills. Mr. Rose seconded the motion. The vote was unanimous.

Town Administrator's Report

Mr. Crimmins requested he waive his report in the interest of time. The Board unanimously consented to the waiving of the Town Administrator's Report.

Adjournment

At 9:26 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 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,

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

Shanna M. Faro

Executive Assistant to the Town Administrator