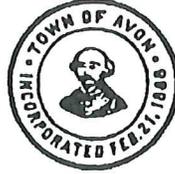


BOARD OF SELECTMEN
Francis A. Hegarty, Chairman
Robert F. Brady, Jr., Clerk
Steven P. Rose, Associate

Francis T. Crimmins, Jr.
TOWN ADMINISTRATOR

Town of Avon Massachusetts

Town Offices
Buckley Center 02322
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BOARD OF SELECTMEN MEETING MONDAY, DECEMBER 5, 2016 7:00 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
James Tobin, Fire Service Consulting

Chairman Hegarty called the meeting to order at 7:00 p.m. with all members present.

Chairman Hegarty welcomed Fire Department Consultant James Tobin back to the Town of Avon. Mr. Tobin previously spoke in front of the Board at their Regular Meeting of October 16, 2014 when he publically made his recommendations for improvements of the Fire Department based on his study and written report.

Since it had been two years since Mr. Tobin's report, he reminded the Board of some of his recommendations to improve the Fire Department which he deemed the most important. Mr. Tobin advised the Board to review the job descriptions for every member of the Department. Mr. Tobin stressed the qualifications needed for Firefighters. Mr. Tobin stated that it was his belief that every new Firefighter hired should be a paramedic. Mr. Tobin stated that a comprehensive training program should be implemented for all new employees. Furthermore, Mr. Tobin stated that all new employees should be trained within a four-month period. Mr. Tobin suggested that the Fire Chief should get the Call Firefighters more involved in the daily activities of the Fire Department to form a cohesive group setting between the Full-Time Firefighters and the Call Firefighters. Finally, Mr. Tobin recommended researching and visiting other Towns and communities to see what works for their Fire Department, their successes and struggles, to see what, if anything, Avon can incorporate for its own Department.

Mr. Tobin informed the Board that he would be pleased to be of assistance to the Avon Fire Department, should the Board enlist him once again as a consultant. Chairman Hegarty requested Mr. Tobin submit a proposal for the Board's review. Mr. Tobin thanked the Board and departed.

Adjournment

At 9:00 p.m., the Board unanimously voted to conclude the Workshop Session.

Mr. Hegarty voted aye.
Mr. Brady voted aye.
Mr. Rose voted aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Shanna M. Faro". The signature is written in black ink and is positioned above the typed name.

Shanna M. Faro
Executive Assistant to the Town Administrator