

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 OF AVON



2015 APR -2 AM 10:31

TOWN CLERK

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## BOARD OF SELECTMEN MEETING THURSDAY, MARCH 5, 2015 7:30 p.m.

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

Others present: Francis T. Crimmins, Jr., Town Administrator  
Joseph Lalli, Town Counsel  
Patricia Bessette, Town Clerk  
William Fitzgerald, DPW Director

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

Selectman Brady led the meeting in the Pledge of Allegiance.

Mr. Brady made a motion to accept the minutes of Thursday, February 19, 2015 (Regular Session) as written. Mr. Rose seconded the motion. All were in favor.

There was no Unfinished Business to come before the Board.

### NEW BUSINESS

### AWARD BID FOR PRINTING OF THE 2014 ANNUAL TOWN REPORT

Based on Town Administrator Crimmins' recommendation, Mr. Rose made a motion to award the bid for the printing of the 2014 Town Report to The Country Press of Lakeville, Mass. for 600 copies at a total cost of \$2025.22. Mr. Brady seconded the motion. The vote was unanimous.

## **APPOINTMENT OF ELECTION WORKERS**

A list of election workers was submitted by Town Clerk Bessette for the Board's appointment for the Annual Town Election on Tuesday, April 14, 2015.

Chairman Hegarty read the list of appointments as follows:

Jean Kopke	Warden
Faith Simon	Checker
Carol Geary	Checker
Joanne Grenham	Checker
Julia Fasano	Checker
Margaret Cain	Checker
Margaret Rudy	Checker
Carla Costa	Office, Relief, Count
Shanna Faro	Office, Relief
Sally Theil	Office, Relief, Count

Mr. Brady made a motion to appoint the above-mentioned individuals as Election Workers for the April 14, 2015 Annual Town Election. Mr. Rose seconded the motion. The motion carried.

## **ELECTRONIC VOTING RESEARCH**

Town Clerk Bessette reported she met with Chairman Hegarty to review objectives and goals for the Town to move forward with electronic voting for the May 2015 Annual Town Meeting. They reviewed the concerns and quality of Smart Source Solutions, the company used last year. In polling other towns, Town Clerk Bessette received information from the following three companies: Option Technologies, Meridia and Turning Technologies. She received quotes from all three companies. She met with Geno Gingras and had conferences with account managers. Based on price, quality of customer service in implementation and future support, it is Ms. Bessette's and Mr. Gingras' recommendation to move forward with Turning Technologies and rent the services from Turning Technologies for the 2015 Annual Town Meeting. The cost is \$2,525.00 which would include on-site support. Ms. Bessette would like to include an article on the warrant for the purchase of the equipment at a quote of \$10,198.00. Both the rental and purchase is for 200 keypads.

After some questioning, Mr. Rose made a motion to move forward with the recommendation as presented by Town Clerk Bessette to rent the services from Turning Technologies. Mr. Brady seconded the motion. All were in favor.

Town Clerk announced that as of 6:30 p.m. this evening, the Town website's second level domain name is [www.avon-ma.gov](http://www.avon-ma.gov).

Town Administrator Crimmins discussed the Council on Aging's FY '16 budget. Ms. Hanley is requesting additional personnel.

Department of Public Works—additional articles will be submitted for the Annual Town Meeting Warrant. Mr. Fitzgerald will attend the budget work session meeting this coming Saturday, March 7<sup>th</sup> at 8:00 a.m. to discuss the articles.

Town Administrator Crimmins delivered a FY '16 Budget Message to the Board. He reported the budget as submitted is balanced but it is important to note that the FY '16 revenue projections assume that net state aid will be the same as the FY '15 level. The FY'16 budget is based on the goal of maintaining essential services in a challenging fiscal climate.

Mr. Crimmins discussed the immediate needs of the Public Safety department. The Police Department is in need of additional help to do all that is required of them. We are seeking to add an additional officer to make a full complement of 10 to work with 3 sergeants. Police Chief Martineau is recommending that we fill the position of Deputy Chief and Mr. Crimmins does endorse that recommendation.

Mr. Crimmins reported on the needs of the Fire Department. The Board retained a consultant, Ret. Fire Chief James Tobin who made recommendation for the best practices of the Avon Fire Department. He recommended a reorganization of staffing levels for the Fire Department and Emergency Medical Services. Mr. Crimmins is looking at ways to implement some of Mr. Tobin's recommendations but at the present time, his recommendations are not part of this operating budget.

Town Administrator Crimmins reviewed the needs of the new Public Works department with Superintendent William Fitzgerald. Several of the service areas provided by the DPW are under the jurisdiction of the Department of Environmental Protection. DEP regulations have changed a great deal over the past several years. These regulations require communities to be more vigilant regarding their water supplies and water treatment and pumping operations. Mr. Fitzgerald drafted a number of articles for the Annual Town Meeting warrant to address those needs.

Mr. Crimmins discussed collective bargaining issues and negotiations, wage adjustments, revenue projections and state aid.

Mr. Crimmins reported we are looking to fill a DPW Laborer position; two Patrolman positions in the Police Department as well as the Deputy Chief position. Mr. Crimmins is recommending funding the new position of an IT Director.

In looking ahead, Mr. Crimmins stated FY '16 looks to be a very challenging year for every level of government.

Mr. Crimmins commended the members of Avon's various departments for their pride and commitment to improving the Town of Avon. This is the year that we should see great work of the Public Safety Building Committee come to fruition in coming up with a plan to serve our public safety departments. This committee will present an article at the Annual Town Meeting that offers the Town of Avon the opportunity for a new Police Station that will serve the Town well into the future and a renovated Fire Station that is efficient and cost-effective.

Mr. Crimmins reported that all articles must be forwarded to the Finance Committee for the Annual Town Meeting Warrant by Wednesday, March 11<sup>th</sup>.

Town Administrator Crimmins reported the Board would be meeting with the Board of Assessors on Wednesday evening, March 11<sup>th</sup>. Chairman Hegarty expressed his concern that the estimate of the new growth figure was only \$150,000, and we did not have a more accurate figure that was more in line with the historical dollar amount.

The Board thanked Mr. Crimmins for his FY '16 budget summary report.

A request for a temporary sign permit was received from Jordan's Furniture to display three (3) 12 x 70 banners advertising the "Boston Rocks Laser Show" from 3/5/15 through 5/1/15.

On a motion made by Mr. Brady, seconded by Mr. Rose, it was unanimously voted to grant a temporary sign permit to Jordan's Furniture to display three (3) banners from 3/5/15 through 5/1/15.

On a motion made by Mr. Brady, seconded by Mr. Rose, it was unanimously voted to approve all vouchers for the payment of bills as submitted.

### **ANNOUNCEMENTS**

Chairman Hegarty announced the Annual St. Patrick's Day Luncheon will be held on Thursday, March 12<sup>th</sup> at 12 noon at the Council on Aging. Live Celtic music will be provided by Mr. Jackie Brown. The luncheon is made possible through a donation from the Trustees of the Home for Aged Men in Brockton. Please call to sign up by Friday, March 6<sup>th</sup> at 1:00 p.m.

### **REVIEW OF DRAFT POLICIES**

The Board received a revised handout of the Internet/Computer Use Policy that was reviewed by Mr. Gingras and Town Counsel Lalli.

Chairman Hegarty stated it was his recommendation to table the review of draft policies this evening since he felt the Board needed the necessary time to review the revised Internet/Computer Use Policy. The Board agreed. Review of draft policies would be taken up at the next meeting on March 19<sup>th</sup>.

### **TOWN ADMINISTRATOR'S REPORT**

Mr. Crimmins reported a meeting is scheduled with the Board of Assessors and the Cable TV Advisory Committee on Wednesday evening, March 11<sup>th</sup>. He wanted to inform the Board that a meeting of the Norfolk County Agricultural School is scheduled for the same night and was hoping there would be no conflict.

Town Administrator Crimmins discussed the responsibilities of an IT Director and listed the current projects and daily operations.

Mr. Crimmins met with the Finance Committee and reported that all Reserve Fund transfers were completed.

Mr. Borden will provide estimates at the next Board of Selectmen's meeting to finish the next phase of the Town Hall renovation.

Town Accountant—Shannon MacKenzie is in good shape with figures. The Town may be able to get reimbursement for more than one storm through MEMA. The deadline for filing is Friday, March 6, 2015.

Police Chief Martineau is back at work and doing great.

Fire Chief Spurr reported calls for service—accidents.

DPW—Mr. Fitzgerald updated the Board on articles for the Annual Town Meeting. Mr. Fitzgerald would like to attend Saturday's budget meeting with the Board of Selectmen.

Treasurer/Collector—Ms. Morin submitted the Treasurer's Cash Reconciliation Report showing the cash balances for the Town's bank accounts and the Tax Collector's reconciliation with the Town Accountant.

Board of Assessors—will meet with the Board of Selectmen on Wednesday evening, March 11<sup>th</sup> at 6:30 p.m. to discuss their budget for FY '16 and other pressing priorities.

Finance Committee—Town Administrator Crimmins met with Chair Eric Beckerman to discuss the FY '16 budget and the draft of articles for the Annual Town Meeting scheduled for May 5, 2015.

Town Clerk—reported on the upcoming Town election; waiting for printed ballots—residents may vote on absentee ballots if necessary

[www.avonmass.org](http://www.avonmass.org)—is getting a lot of hits. Thank you to Town Clerk Bessette and Shanna Faro for daily updates.

Building Inspector—Mr. Borden has been busy inspecting businesses for snow and ice damage, and especially the clearing of snow on roof tops.

Board of Health—Ms. Tradd is looking towards several grant funding streams to augment the Town's current solid waste and curbside recycling program.

Library—Library Director Karen Johnson is looking for funding for a Circulation Clerk position.

Town Counsel—Mr. Crimmins reported the Celco Construction Co. case appeal is in favor of the Town of Avon.

Mr. Crimmins announced the first Town Hall Staff Meeting was held on February 26, 2015 at 9:00 a.m. Some of the items on the agenda included Town of Avon Policies and Procedures such as phone, internet and a new snow emergency policy; attendance and time cards policy; continued customer service; and the organizational structure by appointed and elected officials.


At 8:20 p.m. Mr. Rose made a motion to convene in Executive Session to discuss a legal matter as an open meeting may have a detrimental effect on the litigating position of the public body, so declared by the Chair; and to reconvene in open session for the sole purpose of adjournment. Mr. Brady seconded the motion.

A roll call vote was taken:

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

The Board would not reconvene in open session.

Respectfully submitted,

  
Miriam Rothstein  
Secretary