

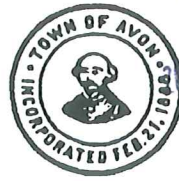
BOARD OF SELECTMEN

Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Gregory S. Enos
TOWN ADMINISTRATOR

Town of Avon Massachusetts

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TOWN OF AVON
21 APR 16 A 10:16
TOWN CLERK

**JOINT WORKSHOP MEETING OF
THE BOARD OF SELECTMEN AND THE FINANCE COMMITTEE
MARCH 16, 2021 at 6:30 p.m.**

Members Present: Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Finance Committee: Dan Norian, Chair
Shannon Coffey, Member
Judith Leggett, Member
Derek Staffier, Member
Rick Jordan, Member
James Norian, Member

Others Present: Gregory S. Enos, Town Administrator
Shanna M. Faro, Executive Assistant
Joseph S. Lalli, Esq., Town Counsel
Brian Martin, Assistant DPW Director
Erin Barry, Town Accountant
Fire Chief Robert Spurr
Christine Godino, Superintendent of Schools
Deb Morin, Treasurer/Collector
Kathy McDonald, Coordinator of School Business
Patricia Bessette, Town Clerk
Kathleen Waldron, Health Agent
William Fitzgerald, DPW Director
Charles Comeau, Sr., Planning Board Chair
Jennifer Mayo, Park & Recreation Director

Chairman Rose called the meeting to order at 6:30 p.m. with all members present. The purpose of this Workshop Meeting was to review all articles proposed on the Annual and Special Town Meeting Warrants.

Annual Town Meeting Warrant

Chairman Rose stated that Articles One through Four are standard articles which are presented every year.

Chairman Rose read proposed Article Five from the Board of Health regarding the Septic Loans Receipt Account. Ms. Waldron stated that she did not have a final figure yet for this article.

Chairman Rose read proposed Article Six from the Board requesting to adopt the provisions of Chapter 138, Section 12 for liquor license holders to sell alcoholic beverages at 10:00 a.m. on Sundays after developing procedures for the application from these license holders for the purpose of restaurants and bars to operate brunch on Sundays.

Chairman Rose read proposed Article Seven requesting to accept Fagan Drive as a public way. Mr. Comeau informed the Board that the Planning Board has approved this article.

Chairman Rose read proposed Article Eight to see if the Town would vote to adopt a Stretch Energy Code for the purpose of regulating the design and construction of buildings for the effective use of energy. Mr. Enos informed the Board that he has proposed this article but intends to have a discussion with both the Building Commissioner and the Planning Board for their approval as well. Mr. Enos stated that if Mr. Borden or Mr. Comeau disapprove, he will withdraw the article.

Chairman Rose read proposed Article Nine regarding changing the Tree Warden from an elected to an appointed position. Mr. Enos stated that the intent of this article is should the current Tree Warden retires from his position, the goal would be to obtain a skilled person from this position, which may require hiring a non-resident for this position.

Chairman Rose read proposed Article Ten regarding residential property snow removal which would require property owners to remove snow, slush, and ice from blocking access to sidewalks. Ms. Bessette informed the Board that this article was originally presented at the Annual Town Meeting of 2014 and was voted by the majority to withdraw this article. Mr. Jordan stated that he believed residential property removal for sidewalks was a state law. Chairman Rose requested that Mr. Lalli review the law on this matter and report back to the Board.

Chairman Rose read proposed Article Eleven regarding removing the requirement for the Finance Committee to mail their report regarding Town Meeting Warrants to each dwelling of the Town and to replace it with language stating that the report only needs to be posted in seven public places including the Post Office. Ms. Leggett and Ms. Coffey opposed this article. The proposed article was withdrawn from the Warrant.

Mr. Enos informed Chairman Rose to strike proposed Article Twelve from the Warrant.

Mr. Enos informed Chairman Rose that proposed Article Thirteen will be regarding a bylaw change to allow for self-serve gas stations in the Town. Mr. Enos stated that the exact wording of the article must be finalized.

Mr. Enos informed Chairman Rose that proposed Article Fourteen will be regarding a layout alteration on Pond Street. Mr. Enos stated that the exact wording of the article must be finalized.

Chairman Rose read proposed Article Fifteen regarding a Cross Connection program update for the Department of Public Works.

Chairman Rose read proposed Article Sixteen regarding the development and maintenance of a Town GIS System. Mr. Fitzgerald informed the Board that this is a standard annual fee as the Town does not have the in-house capacity to maintain the GIS system.

Chairman Rose read proposed Article Seventeen regarding the cleaning of drainage ditches to meet the EPA Phase II Stormwater Regulations. Ms. Leggett asked if Norfolk County Mosquito Control would perform. Mr. Fitzgerald replied that to a greater extent, it is the responsibility of the Town to drain the ditches.

Chairman Rose read proposed Article Eighteen regarding the protection, maintenance, and maximizing the sustainability of the Town's water supply and treatment and evaluating and upgrading interconnects with area towns and supply capacities. Mr. Fitzgerald informed the Board that he has several grants pending that will assist with the funding of this project.

Chairman Rose read proposed Article Nineteen regarding planning and engineering related to the provision of sewer to areas of the Town. Mr. Fitzgerald stated that the two major areas of Town that the DPW would like to focus on sewer connection would be the Industrial Park and to the businesses of Stockwell Drive. The Board of Selectmen expressed their support to this project and proposed article.

Chairman Rose read proposed Article Twenty regarding the Septic Loans Receipts. Ms. Barry stated that this amount was closed to Free Cash after Fiscal Year 2019. These are funds that were allocated at a previous Town Meeting for the Septic Loan Program and was meant to be transferred to the loan receipts account but was closed out in error.

Chairman Rose read proposed Article Twenty-One regarding using Free Cash to pay the last two payments of the Water Trust. Mr. Enos stated that by paying off the last two payments, the Town will be able to lower the raise and appropriate amount of the debt service figure for Fiscal Year 2022 and Fiscal Year 2023.

Chairman Rose read proposed Article Twenty-Two regarding transferring \$8,781.50 from Free Cash to various Guarantee Deposit Accounts. Ms. Morin informed the Board that this account is used for various Boards and Committees and departments who have deposit accounts for large projects. The funds are deposited in this account for costs associated to advertisements, hearings, consultants, etc. Ms. Morin stated that these accounts can go negative if there is a need for additional hearings or reviews due to posting issues which are not allowed to be charged to applicants, thereby creating a deficit.

Chairman Rose read proposed Article Twenty-Three regarding \$100,000 from Free Cash to the Reserved Fund for the future payment of accrued liabilities for compensated absences. Ms. Morin stated that this was recommended by the Town's auditors in preparation for an employee's retirement balance or an unexpected death.

Chairman Rose read proposed Article Twenty-Four regarding the acceptance of M.G.L. c. 40, Section 13E to establish a reserve fund for unanticipated and unbudgeted costs of special education, out-of-district tuition, or transportation. The balance in such reserve fund shall not exceed 2% of the annual net school spending of the school district. Ms. Godino informed the Board that these unexpected costs could happen at any time during the school year if a new student moves into Town with significant needs and the Town is obligated for pay for these costs.

Chairman Rose read proposed Article Twenty-Five regarding transferring from Free Cash \$100,000 to the SPED reserve fund for the unanticipated and unbudgeted costs for special education. Ms. Godino informed the Board that this proposed article would be the funding mechanism for proposed Article Twenty-Four. Mr. Beckerman suggested changing the amount from \$100,000 to \$200,000 for this article. Ms. Leggett expressed her concerns to increasing the amount requested. Chairman Rose suggested that the \$200,000 amount be left in the article and the Finance Committee can recommend a lower amount in their Town Meeting book.

Chairman Rose read proposed Article Twenty-Six from the Police Department regarding replacing twelve ballistic patrol vests that have reached replacement age.

Chairman Rose read proposed Article Twenty-Seven regarding the ratification for a Collective Bargaining Agreement. The Board requested to strike this article from the Warrant as the Bargaining Unit has not been settled to date.

Chairman Rose read proposed Article Twenty-Eight regarding amending the Town's General Bylaws regarding procurement. Mr. Enos informed the Board that MGL laws have changed, and contracts are not a requirement for amounts under \$10,000. Mr. Enos stated that this will conform with applicable procurement rules and best practices.

Chairman Rose read proposed Article Twenty-Nine regarding amending the Town's General Bylaws regarding procurement. Mr. Enos informed the Board that the language change would mirror best procurement practices and follows the Town's new procurement policy.

Chairman Rose read proposed Article Thirty regarding transfer \$45,000 from Free Cash to the CMVI fund for the Police Department. Mr. Enos informed the Board that the CMVI funds were transferred to the General Fund and rolled to Free Cash at the end of Fiscal Year 2020. These funds should have been encumbered or transferred back to CMVI as unspent funds.

Special Town Meeting Warrant

As a preliminary matter, Mr. Enos informed the Board that the proposed articles on this warrant are all capital expenses. Mr. Beckerman requested that the articles on this warrant be amended to strike any reference to the Capital Planning Committee as that Committee has not met recently. Mr. Beckerman recommended changing the wording from "Capital Planning Committee" to "Capital Plan".

Chairman Rose read proposed Article One regarding the purchase and installation of solar pedestrian crossing warning signals. Mr. Fitzgerald stated that depending on the cost, he would estimate purchasing three to four signs in approximately two to three different locations.

Mr. Enos informed Chairman Rose that Article Two has been withdrawn from the Warrant.

Chairman Rose read proposed Article Three regarding the purchase and installation of an HVAC rooftop unit at the Avon Middle High School. Ms. McDonald informed the Board that the HVAC located above the auditorium has been problematic recently. Ms. McDonald stated that the unit was installed in 2004 and is showing signs of aging and deterioration.

Chairman Rose read proposed Article Four regarding the purchase of a hooklift multi-purpose vehicle for the Department of Public Works. Mr. Fitzgerald and Mr. Martin stated that by purchasing the hooklift vehicle, it would replace two older vehicles while the attachments will allow the DPW staff to assist in the cleaning of catch basins. Mr. Martin informed the Board that if cost is an issue, attachments for this vehicle could be purchased separately, therefore altering the quote, depending on which items were removed.

Chairman Rose read proposed Article Five regarding design work for replacement of Well #1 and Well #2 from the Department of Public Works.

Chairman Rose read proposed Article Six regarding the purchase of a new mini excavator from the Department of Public Works.

Chairman Rose read proposed Article Seven regarding the purchase and installation of a new Porter Well generator from the Department of Public Works.

Mr. Enos informed the Board that proposed Article Eight has been withdrawn from the draft Warrant.

Chairman Rose read proposed Article Nine regarding well maintenance from the Department of Public Works. Mr. Fitzgerald stated that this amount is to fund four years of well maintenance. Mr. Enos stated that due to available funding, it was rolled into one article rather than four consecutive articles.

Mr. Enos informed the Board that proposed Articles Ten and Eleven have been withdrawn from the draft Warrant.

Chairman Rose read proposed Article Twelve regarding payment of the lease agreement on the Fire Department's Pumper Truck. Chief Spurr informed the Board that this vehicle was not purchased last year due to the Fire Station's renovation project and lack of parking during construction.

Chairman Rose read proposed Article Thirteen regarding purchasing and equipping a new shift command truck for the Fire Department. Mr. Beckerman and Mr. Suzor questioned Chief Spurr as to whether the purchase of this vehicle is a priority for this year. Chief Spurr stated that the current shift command truck is a 2007 Ford F250 which has had electrical issues. Mr. Beckerman requested additional information regarding the existing vehicle prior to placing this proposed article on the Warrant.

Chairman Rose read proposed Article Fourteen regarding the payment of prior year's bills. Mr. Enos informed the Board that he will receive an exact figure from the Town Accountant.

Chairman Rose read proposed Article Fifteen regarding the repair of the life safety system at the Avon Public Library. Mr. Enos informed the Board that a building inspection of the library showed that the library needs adequate emergency exit lights and signage throughout the building.

Chairman Rose read proposed Article Sixteen regarding the rehabilitation and life extension of the Fire Department's ladder truck. Chief Spurr informed the Board that the ladder truck is currently 16 years old and needs some repair and maintenance as there is tire damage and needs some other fixing. However, Chief Spurr stated that by making these repairs, it will extend the life of the vehicle which generally costs about \$1.7 million dollars to replace.

Chairman Rose read Article Seventeen regarding placing money into the Capital Stabilization Account.

Chairman Rose read Article Eighteen regarding placing money into the OPEB Trust.

Chairman Rose read Article Nineteen regarding placing money into the Stabilization Account.

Adjournment

After the review of the Warrants, Chairman Rose asked if any party had any questions regarding the proposed articles. With no further questions, Mr. Beckerman made a motion to adjourn the Workshop Meeting at 8:50 p.m. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Respectfully submitted,



Shanna M. Faro
Executive Assistant

List of Documents

1. Draft Annual Town Meeting Warrant of May 4, 2021
2. Draft Special Town Meeting Warrant of May 4, 2021