

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

Gregory S. Enos
TOWN ADMINISTRATOR

Town of Avon Massachusetts



Town Offices
Buckley Center 02322
(508) 588-0414
FAX (508) 559-0209

TOWN OF AVON
2021 JUL -9 A 10:33
TOWN CLERK

BOARD OF SELECTMEN
THURSDAY, JUNE 17, 2021
6:30 P.M.

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

Others Present: Shanna M. Faro, Executive Assistant
Kathleen Waldron, Health Agent
Police Chief Jeffrey Bukunt
Deputy Chief Linehan
Officer Michael Theil
Officer Michael Bucella
Officer Owen Carrel
Detective Lawrence Donovan
Officer Nancy Gjelsvik
Sergeant Michael McCarthy

Chairman Rose called the meeting to order at 6:30 p.m. with all members present.

Chief Bukunt led the meeting in the Pledge of Allegiance.

Chairman Rose called for a Moment of Silence for Jean Hallissey, mother of Deputy Fire Chief Stephen Hallissey.

Public Participation

None

Meeting Minutes

Mr. Beckerman made a motion to accept the meeting minutes of June 3, 2021 (Regular Session) as written. Mr. Suzor seconded the motion. The motion carried.

UNFINISHED BUSINESS

COVID-19 Updates

Ms. Waldron was pleased to report that the number of positive coronavirus cases for the town continue to decline. Ms. Waldron cautioned residents to remain vigilant to fight the spread of the disease.

Update on Town Opening Plan

Mr. Beckerman informed the Board that Governor Baker has extended his Order and public meetings are allowed to remain remote until April 1, 2022. Ms. Waldron recommended that public meetings remain hybrid if possible. Mr. Beckerman made a motion that all public meeting remain hybrid until the Board's meeting of July 8, 2021 at which time the matter will be reviewed again. Mr. Suzor seconded the motion. The motion carried.

NEW BUSINESS

Police Proclamations

Chief Bukunt awarded a Unit Citation for outstanding investigative performance, attention to duty and contribution to the general welfare and safety of the citizens of Avon to Officer Bucella, Officer Carrel, Detective Donovan, Officer Gjelsvik, Officer Theil and Sergeant McCarthy for their coordinated effort in apprehending a suspect involved in a reported shooting at the intersection of West Main Street and Harrison Boulevard on March 23, 2021.

Chief Bukunt awarded a Commendation for Distinguished Service for exemplary performance to Deputy Chief Linehan and Officer Dombrosky for their coordinated effort in apprehending a suspect involved in a reported assault and carjacking that occurred in the parking lot of Walmart on February 24, 2021.

Chief Bukunt awarded Deputy Chief Linehan with a Commendation for Distinguished Service for exemplary performance through a display of initiative, ability and determination above the expected standards of the Police Department for his efforts in apprehending a suspect involved in the March 23, 2021 reported shooting at the intersection of West Main Street and Harrison Boulevard.

Chief Bukunt awarded Officer Theil with a Commendation for Distinguished Service for exemplary performance through a display of initiative, ability and determination above the expected standards of the Police Department for his efforts as lead investigator in apprehending a suspect involved in the March 23, 2021 reported shooting at the intersection of West Main Street and Harrison Boulevard.

Chief Bukunt thanked these officers for keeping Avon a safe community.

Designer Selection Committee Change Orders

Mr. Beckerman made a motion to table to Change Order No. 6 for the Fire Station Renovation Project as no member of the Designer Selection Committee attended the meeting to describe the changes in detail. Mr. Suzor seconded the motion. The motion carried. This matter will be placed on the July 8, 2021 meeting agenda.

Appointment of Seasonal Counselors

Mr. Beckerman made a motion to appoint Anthony Graziano as a Seasonal Counselor for the Park & Recreation Commission's Summer Program at a Grade G10, Step 3, at the rate of \$13.54 per hour effective June 21, 2021. Mr. Suzor seconded the motion. The motion carried.

Appointment of Part-Time Circulation Assistant

Mr. Beckerman made a motion to appoint Marissa James as a part-time Circulation Assistant for the Avon Public Library at a Grade F8, Step 1 at the rate of \$14.82 per hour effective June 21, 2021. Mr. Suzor seconded the motion. The motion carried.

Interim Appointments

The Board reviewed a letter from Paul Chute stating that at their June meeting, the Library Trustees voted to appoint Joseph Molnar as Interim Library Director. The Library Trustees also voted to recommend Zelia Polutchko to take over some of the Assistant Librarian's duties due to a staffing shortage. Mr. Beckerman made a motion to appoint Joseph Molnar as Interim Library Director. Mr. Suzor seconded the motion. Ms. Faro will contact Labor Counsel to negotiate compensation and terms with Mr. Molnar. The motion carried. Mr. Beckerman made a motion to table the request of the Library Trustees for Ms. Polutchko to assume some responsibilities of the Assistant Librarian as more information is required from the Library Director as to how many tasks Ms. Polutchko will acquire during the interim period. Mr. Suzor seconded the motion to table the request. The motion carried.

The Board reviewed a letter from Karen Johnson stating that the Council on Aging Board voted to recommend Jane Carthas as the Interim Council on Aging Director at their meeting of June 11, 2021. The COA Board recommended a 90-day Interim Director position with a salary in line with the Director's position. Finally, the COA Board requested that the Selectmen advertise the job posting for the permanent position as soon as possible. Mr. Suzor made a motion to appoint Jane Carthas as the Interim Council on Aging Director. Mr. Beckerman seconded the motion. Ms. Faro will contact Labor Counsel to negotiate compensation and terms with Mr. Molnar. The motion carried.

Personnel Action Forms

Mr. Beckerman made a motion to table the Personnel Action Form for William Salter until such time that the Board decides COLA increases for all employees categorized under the Personnel Bylaws. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the Personnel Action Form for Head Cook Cynthia Seely for a rate increase to a Grade F8, Step 6 at the rate of \$16.62 per hour effective July 27, 2021. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to table the Personnel Action Form for Volunteer Coordinator Jane Carthas as she has been newly appointed as the Interim Council on Aging Director. Mr. Suzor seconded the motion. The motion carried.

Filming Permits

Ms. Faro advised the Board that North Center Productions is filming the HBO Max series "Julia" for Season One at 57 Littlefield Road from June through September 2021. Ms. Faro also informed the Board that a production company has requested to film in DW Field, and that information will be forthcoming as soon as it is available. The Board requested that Ms. Faro and the Town Administrator receive the proper paperwork from the production companies and issue filming permits with appropriate fees for all filming that takes place on town property.

Fiscal Year 2022 Property, Liability & Worker's Compensation Insurance Rates

The Board reviewed a memorandum from the Town Administrator regarding his research in soliciting quotes for all insurance coverage for the town. Quotes were obtained from the current provider Estabrook & Chamberlain and MIIA. Ms. Faro informed the Board that MIIA's quote is \$90,861 lower than what the town paid for insurance in Fiscal Year 2021 and \$40,917 less than the lowest quote from Estabrook & Chamberlain. Mr. Enos stated in his memorandum that another benefit to switching to MIIA is that they offer many free trainings which can be offered on-site. MIIA also offers a 2.5% credit if bills are paid by the end of July, which would result in a savings of over \$6,000. Mr. Beckerman made a motion to switch the insurance carrier to MIIA for Fiscal Year 2022 property, liability, and worker's compensation insurance. Mr. Suzor seconded the motion. The motion carried.

Street Opening Permits

Mr. Beckerman made a motion to approve the Street Opening Permit from Eversource for 7-9 North Main Street for a proposed 3' x 5' x 3' road cut on Langley Road to replace the gas service line and relocate the meter outside. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the Street Opening Permit from Eversource for 196 East Main Street for a proposed 3' x 5' x 3' road cut on Spring Street to replace the gas service line and relocate the meter outside. Mr. Suzor seconded the motion. The motion passed.

Mr. Beckerman made a motion to approve the Street Opening Permit from Eversource for 259 East High Street for a proposed 3' x 5' x 3' road cut to replace the gas service line and relocate the meter outside. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the Street Opening Permit from Eversource for 48 West Spring Street for a proposed 3' x 5' x 3' road cut to replace the gas service line and relocate the meter outside. Mr. Suzor seconded the motion. The motion passed.

Mr. Beckerman made a motion to approve the Street Opening Permit from Eversource for 13 East Street for a proposed 3' x 5' x 3' road cut to replace the gas service line and relocate the meter outside. Mr. Suzor seconded the motion. The motion carried.

Temporary Sign Permit

Mr. Beckerman made a motion to approve the Temporary Sign Permit for Town Fair Tire Centers Inc. at 20 Stockwell Drive for one 20' x 4' banner announcing the Grand Opening Event and five additional flags along the roadway from July 5, 2021 through July 21, 2021 with the stipulation that the fee amount be corrected on the permit to display the correct fee of \$50.00. Mr. Suzor seconded the motion. The motion carried.

Gift Acceptance Forms

Mr. Beckerman made a motion to approve the Gift Acceptance Form from Walmart to the Park & Recreation Commission for the donation of sanitizing wipes and hand sanitizer for the Summer Program. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the Gift Acceptance Form from Thelma Douglas to the Council on Aging in the amount of \$100 to be used at the discretion of the Director. Mr. Suzor seconded the motion. The motion carried.

Carryover Vacation Time Requests

The Board reviewed a request from Chief Bukunt for four of his employees to carryover more than the contractually allowed vacation time due to extenuating circumstances. Chief Bukunt requested that Officer Joubert Barbosa be allowed to carryover all of his accrued vacation time in addition to the seven days outlined in the police contract as Officer Barbosa was deployed as a member of the National Guard from April 2020 to April 2021. Chief Bukunt requested that Dispatcher James McIsaac be allowed to carryover an extra five days due to staffing shortages for dispatchers. Chief Bukunt requested that Administrative Assistant Nancy Dunay be allowed to carryover an extra five days to not impede fiscal year end tasks which would be impacted if she were not in the office at the end of June. Finally, Chief Bukunt requested that Special Projects Manager/Executive Assistant Sheri Carney be allowed to carryover an extra seven days as she has been busy in her new role performing in-house IT duties and meeting goals and deadlines on special projects.

Mr. Beckerman made a motion to approve the carryover vacation request for Officer Barbosa with the stipulation that Chief Bukunt provide the exact number of days Officer Barbosa will carryover to the Board. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the carryover vacation request for James McIsaac in the amount of five days. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the carryover vacation request for Nancy Dunay in the amount of five days. Mr. Suzor seconded the motion. The motion carried.

Mr. Suzor made a motion to approve the carryover vacation request for Sheri Carney in the amount of seven days. Mr. Beckerman seconded the motion. The motion carried.

The Board reviewed a request from Health Agent Kathleen Waldron to carryover 133 vacation hours which includes the contractually allowed 70 hours. Ms. Waldron stated that she has not been able to use her time due to her busy schedule. Mr. Beckerman made a motion to allow Kathleen Waldron to carryover all 133 vacation hours. Mr. Suzor seconded the motion. The motion carried.

The Board reviewed a request from Town Accountant Erin Barry to carryover 17 vacation hours beyond the contractually allowed 70 hours as she was short-staffed in her office for most of the year. Mr. Beckerman made a motion to approve the carryover vacation request for Erin Barry in the amount not to exceed 17 hours. Mr. Suzor seconded the motion. The motion carried.

MOU for Net Metering Credit Purchase Agreement

Mr. Beckerman made a motion to approve the Memorandum of Understanding for the Net Metering Credit Purchase Agreement for 2021 with the Town of Abington. Mr. Suzor seconded the motion. The motion carried.

Disposition of Surplus Items

Mr. Beckerman made a motion to approve the surplus request form from the Town Administrator to dispose of three conference chairs, one metal desk, one Formica office desk and metal file cabinets from Town Hall. Mr. Suzor seconded the motion. The motion carried.

Line-Item Transfers

Mr. Beckerman made a motion to approve the line-item transfer from Medical & Life Insurance Personal Services (Personal Services) to Snow & Ice Control (Salary-Union OT) in the amount of \$17,722.78. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the line-item transfer from Medical & Life Insurance Personal Services (Personal Services) to Snow & Ice Control (Purchase Supplies) in the amount of \$65,002.65. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the line-item transfer from Medical & Life Insurance Personal Services (Personal Services) to Street Lighting (Purchase Services) in the amount of \$2,500. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the line-item transfer from Medical & Life Insurance Personal Services (Personal Services) to Technology (Technology Expenses) in the amount of \$25,000 with the stipulation that the IT Director provide a more detailed explanation on the reason for the transfer. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the line-item transfer from Medical & Life Insurance Personal Services (Personal Services) to Board of Appeals (Purchase Supplies) in the amount of \$700. Mr. Suzor seconded the motion. The motion carried.

Announcements

Chairman Rose announced that the July meetings of the Board will be July 8, 2021 and July 22, 2021.

Chairman Rose announced that he has scheduled two workshop meetings of the Board. The first workshop meeting will be on June 24, 2021 at 6:30 p.m. The second workshop meeting will be on June 29, 2021.

Town Administrator's Report

Ms. Faro reported that the new HVAC systems have been installed at Town Hall and the air conditioning in the building is working well. Ms. Faro stated that the office furniture donated from Freeman in the industrial park is being moved into Town Hall offices and the old furniture will be surplus and sold at a yard sale. Ms. Faro stated that interviews took place this week for a new Prevention Coordinator. Finally, Ms. Faro wished Library Director Ann Fogg well and good luck on her retirement.

Adjournment

At 7:55 p.m., Mr. Beckerman made a motion to adjourn the regular session and to convene in Executive Session to review and approve executive session meeting minutes to comply with the Open Meeting Law, G.L. Chapter 30A, Sections 22 (f) and (g); and to discuss strategy with respect to collective bargaining (AFSCME, Police, Fire, and Call Firefighters) or litigation as an open meeting may have a detrimental effect on the government's bargaining or litigating position; and to conduct a strategy session in preparation for negotiations with non-union personnel. 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 to the Town Administrator

LIST OF DOCUMENTS

1. June 17, 2021 Meeting Agenda
2. June 3, 2021 Meeting Minutes (Regular Session)
3. Fire Station Renovation Project Change Order No. 6
4. Personnel Action Form for Seasonal Counselor
5. Personnel Action Form for Part-Time Circulation Assistant
6. Letters recommending Interim Directors for Library and Council on Aging
7. Filming Permit Paperwork for "Julia
8. Memo from Town Administrator regarding FY 22 Property, Liability, & Worker's Compensation Insurance
9. Street Opening Permit Applications from Eversource
10. Temporary Sign Permit for Town Fair Tire Center
11. Carryover Vacation Time Requests letters
12. MOU for Net Metering Credit Purchase Agreement with the Town of Abington
13. Disposition of Surplus Items Form
14. Line-Item Transfers