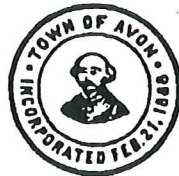


**BOARD OF SELECTMEN**  
Steven P. Rose, Chairman  
Eric S. Beckerman, Clerk  
Jason L. Suzor, Associate

Gregory S. Enos  
**TOWN ADMINISTRATOR**

# Town of Avon Massachusetts



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TOWN OF AVON  
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TOWN CLERK

**BOARD OF SELECTMEN**  
**THURSDAY, JULY 22, 2021**  
**6:30 P.M.**

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

**Others Present:** Gregory S. Enos, Town Administrator  
Shanna M. Faro, Executive Assistant  
Joseph S. Lalli, Esq., Town Counsel  
Kate Feodoroff, Esq., Mead, Talerman & Costa LLC  
Police Chief Jeffrey Bukunt  
Fire Chief Robert Spurr  
Kathleen Waldron, Health Agent  
Robert Borden, Building Inspector  
Francis T. Crimmins, Jr., Esq., Ab Initio Elder Law Solutions, LLC  
Peter Gallagher, CEO, Insa  
Steve Reilly, General Counsel, Insa  
Brian Hammond, Director of Security, Insa  
Daniel Sarver, Senior Business Manager, Insa  
Erin Barry, Town Accountant (via teleconference)  
Sharon Tesauro, 2Go LLC (via teleconference)

Chairman Rose announced that pursuant to Governor Baker's March 12, 2020, Order suspending certain provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020, Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public can adequately access the proceedings as provided for in the Order. Chairman Rose reminded the viewing audience that persons who would like to view this meeting while in progress may do so by watching local cable on Channel 9 or joining the Zoom link for the videoconference. Links to watch the recorded meeting will be available on the Avon Cable Access website [www.avontv.org](http://www.avontv.org).

Chairman Rose called the meeting to order at 6:30 p.m. with all members present. This was a hybrid meeting in which all Board members, Mr. Enos, Ms. Faro, Mr. Lalli, and representatives for the medical marijuana facility informational meeting were present in the Mary McDermott meeting room, while all other participants were available through videoconference. All anticipated speakers acknowledged their presence by responding in the affirmative when Chairman Rose called their names.

Chief Bukunt led the meeting in the Pledge of Allegiance.

## **Public Participation**

None

## **Medical Marijuana Facility Informational Meeting**

The representatives for Insa approached the Board. Mr. Crimmins introduced Peter Gallagher as Chief Executive Officer, Steve Reilly as General Counsel, Brian Hammond as the Director of Security, and Dan Sarver as Senior Business Manager. Mr. Reilly began the presentation. Mr. Reilly informed the Board that Insa was founded in Massachusetts in 2013 and operates as a cultivator, processor, and dispensary of marijuana since 2017 for both medicinal purposes and adult use. Mr. Reilly stated that Insa cultivates, processes, packages, and delivers from an 88,000 square foot facility in Easthampton. Insa has expanded from Massachusetts to Pennsylvania and Florida. Mr. Reilly stated that Insa is licensed and in good standing with all three states in which they are currently operating in. Mr. Reilly stated that Insa is hopeful to expand access to its medical products by opening its first Eastern Massachusetts medical store in Avon.

Mr. Reilly stated that the proposed medical marijuana treatment center is located at 20 Stockwell Drive. It is an existing commercial building with on-site parking, highway access, and situated on a heavily traveled commercial road appropriate for use. Mr. Reilly stated that Insa is anticipating 200 patients per day at the Avon location and would do a traffic study prior to opening to determine the meaningful impact on the roads. Insa is seeking to operate between the hours of 7:00 a.m. to 11:00 p.m. with approximately 12.5 patients per hour. The average customer will spend about three to six minutes in the store. Mr. Reilly stated that the signage for the store would be minimal and discreet. It would not be visible from the street.

Ms. Feodoroff informed the Board that Insa will need permission from the town to operate which is done through an "HCA" or Host Community Agreement. The HCA sets forth responsible operating terms for the facility including security, reporting, emergency contacts, and traffic mitigation. The HCA will establish the community impact payment in which the town will profit 3% of gross cannabis sales. Mr. Reilly stated that Insa anticipates a profit of \$6 million dollars per year, \$180,000 of which would benefit the Town of Avon. Mr. Reilly stated that Insa has a history of charitable contributions in the communities it operates such as coat drives, food drives, and financial support.

Mr. Reilly discussed the timeline for this project. He stated that by law, Insa must conduct a public hearing in terms of a community outreach meeting to address any concerns from citizens. Following the public hearing, the Board of Selectmen must approve a Host Community Agreement for the dispensary. The next step in the process is for Insa to submit a special permit application to the Zoning Board of Appeals. A special permit is needed under the town's Zoning Bylaws for a Medical Marijuana Treatment Center. Once these things have been approved, Insa must then submit a completed application for retail licensure to the Cannabis Control Commission (CCC). Pending approval of the application from the CCC, Insa will commence construction of the building and waiting final CCC approval for sales and grand opening.

Director of Security Brian Hammond discussed some of the safety features of the building including state of the art equipment such as video cameras, motion detectors, key access, glass breaks, high-grade mesh, alarms, and over 200 cameras and 120 days of stored footage. Mr. Hammond stated that there will be constant collaboration with the Avon Police Department. Cameras will be monitored by Insa's security staff. All security equipment will be connected to a generator. Vault access will be restricted to essential personnel only. There will be redundant alarms and overlapping cameras. Regular perimeter checks will be performed as well as monthly audits of all equipment.



Mr. Reilly summarized the presentation by stating that he believed that Insa will have a positive impact on the Town of Avon for many reasons. He stated that Avon residents will be given priority when the company is job recruiting. Insa will hold charitable contributions such as food and clothing drives for local food banks and shelters. Insa will use local contractors for the building construction. Finally, the host agreement will benefit the town from host impact fees.

The Board opened the meeting for discussion by the stakeholders. The Police Chief and Fire Chief did not have any questions. Health Agent asked if there would be edibles available at this store. Mr. Reilly replied in the affirmative. However, the edibles would be in childproof packaging and would not look appealing to small children. Ms. Waldron asked why Insa was interested in operating in Avon to which Mr. Reilly replied that he felt there was a real need for medical marijuana in the eastern part of the state and the close proximity to the highway, on-site parking, and commercial zoning of Stockwell Drive made Avon an appealing site for Insa. Mr. Beckerman expressed concern for the traffic situation on Stockwell Drive, especially during the holiday season. There were no questions from the audience viewing via Zoom. Mr. Enos informed the members of Insa that the Board will review the Community Host Agreement. He will also place the PowerPoint presentation on the town's website. Mr. Reilly stated that Insa will prepare the legal advertisements for the public hearing and notification to the abutters for the August meeting. With no further questions and the presentation concluded, the representatives for Insa departed the meeting.

### **Meeting Minutes**

Mr. Beckerman made a motion to accept the meeting minutes of November 24, 2020 (Workshop Session) as written. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to accept the meeting minutes of June 29, 2021 (Workshop Session) as written. Mr. Suzor seconded the motion. The motion carried.

Mr. Beckerman made a motion to accept the meeting minutes of July 8, 2021 (Regular Session) as written. Mr. Suzor seconded the motion. The motion carried.

### **UNFINISHED BUSINESS**

#### **COVID-19 Updates**

Ms. Waldron informed the Board that there have been 0 new cases of COVID-19 in Avon from July 4, 2021 through July 17, 2021. There has been one confirmed positive case reported today. Ms. Waldron stated that 66% of Avon residents have received their first dose of the vaccine, while 59% are fully vaccinated.

#### **Update on Town Opening Plan**

Mr. Enos asked the Board if they had any objections to allowing the public to attend open meetings in person. Mr. Enos recommended keeping the hybrid option available as well due to spacing issues in Town Hall with only one large meeting room. Mr. Enos stated that the hybrid version is working well and there is internet access available in both the Mary McDermott meeting room, as well as the West Wing conference area. Mr. Enos stated that he will train both the Council on Aging Director and Park & Recreation Director on how to host hybrid meetings. The Board agreed with Mr. Enos' recommendations and gave consent to opening meetings to the public

## **NEW BUSINESS**

### **Appointment of Election Workers for Fiscal Year 2022**

Mr. Beckerman made a motion to appoint the following as election workers for Fiscal Year 2022: Jean Kopke, Joanne Grenham, Carol Geary, Julia Fasano, Margaret Rudy, Patricia Olson, Karen Johnson, Kristen Maguire, Jennifer Mayo, Elaine Dombrosky, Lynne McKenney, Elaine Flanigan, Maria Piccirilli, Linda Carrel, Shanna Faro, Michael Sandy, and Brooke von Ehrenkrook. Mr. Suzor seconded the motion. The motion carried.

### **Gift Acceptance Form**

Mr. Beckerman made a motion to approve the gift donation of a \$25 gift card to the Avon House of Pizza from an anonymous donor to be given to a participant of the Summer Program. Mr. Suzor seconded the motion. The motion carried.

### **DeMarco Park Permit Application**

The Board reviewed a Park Permit Application from 2Go LLC d/b/a 2Go Box requesting use of DeMarco Park to sell food from the 2Go Box food truck. The request was to utilize the park every other Saturday from 11:00 a.m. to 5:00 p.m. from July 24, 2021 through November 15, 2021. Trash barrels will be provided by the food truck owner and the area will be cleaned prior to departure. Mr. Beckerman made a motion to approve the DeMarco Park Permit Application for 2Go LLC d/b/a 2Go Box with the stipulation that the food truck will not operate on days in which the park is being used for town events such as Oktoberfest during the first weekend in October and any other events designated by the town. Mr. Suzor seconded the motion. The motion carried. Ms. Tesauro thanked the Board for their approval of the park permit.

### **Prevention Coordinator**

Mr. Beckerman made a motion to appoint Emmanuela Isidor as the Prevention Coordinator for the Board of Health effective August 2, 2021. Mr. Suzor seconded the motion. The motion carried.

### **Line-Item Transfer**

The Board reviewed a request from the library for an \$8,000 line-item transfer. Ms. Barry explained that the library expense budget must be spent down as close to budget as possible to maintain OCLN membership. Expenses estimated in May and June were based on retail prices and not the actual discounted prices which were at times 50% cheaper. When the error was noticed, more items were ordered to spend down the budget, however, there were orders on backorder that the Assistant Director was not aware of when trying to spend down the budget. Mr. Beckerman made a motion to approve the line-item transfer in the amount of \$8,000 from the Library-Personal Services line to the Library-Books/Publications line. Mr. Suzor seconded the motion. The motion carried.

### **Announcements**

Chairman Rose announced that the August meeting of the Board will be August 12, 2021 at 6:30 p.m.



### **Town Administrator's Report**

Mr. Enos informed the Board that the architects performing the feasibility study for town offices have sent out survey questionnaires to the department heads for their feedback. The architects will be meeting with the department heads on July 29, 2021 and review their office areas.

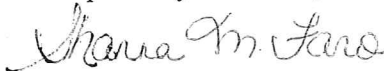
Mr. Enos stated that the HVAC duct cleaning is now completed. Mr. Enos stated that there will be training for the new digital thermostats and the temperatures will be uniformly set. Mr. Enos stated that the roof repair of Town Hall is now complete as well.

Mr. Enos reminded the Board that the town's Veteran's Service Officer is retiring in August. The town currently has a Memorandum of Understanding for a shared VSO with the Town of Franklin. Mr. Enos stated that there is a 30-day period to dissolve this agreement, and due to Mr. Kurtz's retirement, the Town of Franklin has already withdrawn. Mr. Enos requested permission from the Board to rescind the agreement as well. Mr. Enos stated that he is exploring options for a new VSO officer such as sharing one with a neighboring community. Mr. Beckerman made a motion to rescind the Memorandum of Understanding with Norfolk County for a Veteran's Service Officer. Mr. Suzor seconded the motion. The motion carried.

### **Adjournment**

At 7:45 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 (Interim Library Director & Interim Council on Aging Director). 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. July 22, 2021 Meeting Agenda
2. INSA PowerPoint Presentation
3. November 24, 2020 Meeting Minutes (Workshop Session)
4. June 29, 2021 Meeting Minutes (Workshop Session)
5. July 8, 2021 Meeting Minutes (Regular Session)
6. List of Election Workers for Fiscal Year 2022
7. Gift Acceptance Form for Park & Recreation
8. DeMarco Park Permit Application
9. Personnel Action Form for Prevention Coordinator
10. Line- Item Transfer for Library