

**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  
2022 APR 11 A 9:33  
TOWN CLERK

**BOARD OF SELECTMEN  
THURSDAY, MARCH 17, 2022  
6:30 P.M.**

**Members Present:** 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  
William A. Fitzgerald, DPW Director  
Paul Chute, Avon Civic Association (via videoconference)

Mr. Beckerman called the meeting to order at 6:30 p.m. Chairman Rose was absent from the meeting. Mr. Beckerman will preside as Acting Chair at tonight's meeting. He announced that this meeting of the Board of Selectmen is being conducted via a hybrid method. The public may attend the Selectmen meetings in-person or may continue to participate via remote Zoom access. Until further notice, in-person attendees, who are not vaccinated, will be recommended to wear a mask. Mr. Beckerman reminded the viewing audience that people 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).

Town Administrator Gregory Enos led the meeting in the Pledge of Allegiance.

**Public Participation**

None

**Meeting Minutes**

Mr. Suzor made a motion to approve the March 3, 2022 (Regular Session) meeting minutes as written. Mr. Beckerman seconded the motion. The motion carried.

Mr. Suzor made a motion to approve the March 8, 2022 (Workshop Session) meeting minutes as written. Mr. Beckerman seconded the motion. The motion carried.

## **UNFINISHED BUSINESS**

### **Fiscal Year 2023 Budget and Annual Town Meeting Warrant**

Mr. Enos informed the Board that the proposed Fiscal Year 2023 budget has been sent to the Finance Committee for review. He requested the Board determine a COLA percentage for all non-union employees so that he can insert that figure into the budget and send a revised draft to the Finance Committee. Mr. Suzor made a motion to approve a 2% COLA increase for Fiscal Year 2023 to all non-union employees. Mr. Beckerman seconded the motion. The motion passed.

Mr. Enos informed the Board that he has a rough draft of the Annual Town Meeting Warrant. He briefly reviewed some of the articles contained in the draft Warrant. Mr. Enos requested a workshop meeting next week to review all proposed articles and finalize the Warrant. The Board will have a workshop meeting for this matter on March 25, 2022 at 5:00 p.m.

## **NEW BUSINESS**

### **LHS Service Level Agreement & Software License Agreement for Town Clerk**

Mr. Enos presented two contracts from LHS Associates, Inc. for the voting equipment for elections. Mr. Enos stated that Town Counsel has reviewed both the Software License Agreement and Service Level Agreement, and both contain standardized, boiler plate language. Mr. Lalli recommended the execution of both contracts to be signed by either the Acting Chair or the Town Clerk.

Mr. Suzor made a motion for the Acting Chair to be the signatory on both contracts. Mr. Beckerman seconded the motion. The motion carried.

Mr. Suzor made a motion to approve LHS Associate, Inc.'s Software License Agreement. Mr. Beckerman seconded the motion. The motion passed.

Mr. Suzor made a motion to approve LHS Associate, Inc.'s Service Level Agreement. Mr. Beckerman seconded the motion. The motion carried.

### **Weston & Sampson On-Call Services Agreement**

Mr. Fitzgerald requested the Board approve the proposal by Weston & Sampson for on-call professional services for items such as stormwater, GIS, and grant support in the amount of \$20,000. Mr. Fitzgerald informed the Board he has used this company's assistance for the MEMA/FEMA Hazard Mitigation Plan, and the Municipal Vulnerability Program, as well as asset management, GIS, and grant application assistance. Mr. Suzor made a motion to approve the proposal of Weston & Sampson for their on-call services agreement not to exceed \$20,000. Mr. Beckerman seconded the motion. The motion passed.

### **Bid Award for GAC Filter Media Replacement Vessel #2 – Carbon Activated Corporation**

Mr. Fitzgerald informed the Board that H2Olson Engineering, Inc. prepared a bid package for the replacement of GAC media at the Guilbault Memorial Filtration Plant. The project includes the removal and disposal of existing GAC media; installation of new GAC media; removal, reactivation, storage, and later installation of reactivated GAC media. Bid documents were accepted by the town and publicly opened on February 24, 2022. Mr. Fitzgerald stated that based on a review of the proposals, H2Olson found that Carbon Activated Corporation was the lowest responsible and eligible bidder and recommended awarding the contract to them. The initial contract includes the removal and disposal of



existing GAC media and the installation of new GAC media for one pressure vessel in the amount of \$33,000. Future GAC media replacement will be completed by Carbon Activated Corporation based on contract change orders and the contract bid prices noted in their bid proposal. Mr. Fitzgerald informed the Board that this project may affect the DPW's budget next year.

Mr. Suzor made a motion to award the bid for the three-year GAC media replacement contract to Carbon Activated Corporation. Mr. Beckerman seconded the motion. The motion carried.

Mr. Suzor made a motion to authorize the Town Administrator to sign the contract between the Town of Avon and Carbon Activated Corporation to replace GAC media for the water filtration plant in the amount of \$33,000. Mr. Beckerman seconded the motion. The motion passed.

### **Gift Donation Forms**

Mr. Suzor made a motion to approve the following gift donations:

1. A gift donation from Party City to the Board of Selectmen, Park & Recreation Commission, and Council on Aging consisting of two pallets of paper products, plates, decorations, toys, and party supplies.
2. A gift donation in the amount of \$25 from the Randolph Lodge of Elks #2130 to the Council on Aging for any program or event that benefits the seniors in memory of Richard McLane.
3. A gift donation in the amount of \$50 from John McLane to the Council on Aging for any program or event that benefits the seniors in memory of Richard McLane.
4. A gift donation in the amount of \$100 from Scott McLane to the Council on Aging for any program or event that benefits the seniors in memory of Richard McLane.

Mr. Beckerman seconded the motion. The motion passed.

### **Surplus Equipment**

Mr. Suzor made a motion to approve the request from the Council on Aging to surplus an old refrigerator at the Senior Center. Mr. Beckerman seconded the motion. The motion carried.

### **Appointments of Park & Recreation Spring Counselors**

Mr. Suzor made a motion to appoint the following counselors for the Park & Recreation Spring Program:

1. Michele Goode at a Grade G10, Step 7
2. Nathan Maguire at a Grade G10, Step 4

Mr. Beckerman seconded the motion. The motion carried.

### **Avon Civic Association – Upcoming Schedule for Events at DeMarco Park**

Mr. Chute appeared before the Board to discuss the following proposed dates for 2022 events at DeMarco Park:

1. Flags for Heroes, display of approximately one hundred American flags as a fundraiser, from May 26, 2022 – June 3, 2022.
2. Summer Concert Series from June 15, 2022 – August 3, 2022 from 6:30 p.m. – 8:00 p.m. (8 concerts)

3. Oktoberfest on October 1, 2022 from 12:00 p.m. – 5:00 p.m.
4. Holiday Festival on December 3, 2022 from 12:00 p.m. to 5:00 p.m.
5. Display of approximately 50 American Flags on June 14, 2022 (Flag Day), July 4, 2022 (Independence Day), September 11, 2022 (9/11 attacks), and November 11, 2022 (Veteran's Day)

Mr. Chute requested approval of these dates so that the Civic Association can begin scheduling vendors for these events. Mr. Suzor made a motion to approve the Avon Civic Association's upcoming schedule of events for DeMarco Park. Mr. Beckerman seconded the motion. The motion carried.

### **Announcements**

Mr. Beckerman announced the April meetings of the Board as April 7, 2022 and April 21, 2022.

Mr. Beckerman announced that the Board has received notification from National Grid about their annual vegetation maintenance activities. National Grid's Integrated Vegetation Management Program (IVM) focuses on removal of tall-growing trees and shrubs to encourage the establishment of a low growing shrub population on the right-of-way. The Sideline (SL) program which focuses on tree pruning and tree removals within the electric transmission right-of-way easement. The primary method of control will include manual cutting, selective mechanical mowing, and the application of federally approved and state registered herbicides to control targeted vegetation where site conditions allow. The annual vegetation maintenance will be conducted between April 1, 2022 and March 31, 2023.

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

Mr. Enos stated that a discussion regarding street names for the Joanna Estates 40B Project will be listed on the agenda for the meeting of April 7, 2022. Mr. Enos stated that another agenda item for that meeting will be a discussion on PFAS litigation. Mr. Enos informed the Board that a food truck has reached out to him and requested permission to park their truck and sell food on Fridays at Town Hall and possibly some dates and times at DeMarco Park as well. Mr. Enos stated this is a different vendor who previously requested permission at DeMarco Park. Mr. Enos informed the Board that he met with the representative from MIIA today and unfortunately the town's health insurance rates will increase for Fiscal Year 2023 due to the substantial number and cost of claims recently. Mr. Enos was hopeful that this peak will soon settle down, but he informed the Board that they should be cognizant of the cost of health insurance. Finally, Mr. Enos informed the Board that National Grid and an electrician will be at Town Hall on Friday to fix the pole in the back of the building which was damaged by a winter storm and affecting some IT equipment.

### **Adjournment**

At 7:05 p.m., Mr. Suzor made a motion to adjourn the regular session and to convene in Executive Session for the review and approval of executive session minutes to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – and more specifically the Open Meeting Law, G.L. Chapter 30A, Sections 22(f) and (g). Mr. Beckerman seconded the motion. A roll call vote was taken. Mr. Suzor voted aye. Mr. Beckerman voted aye. The motion passed.

Respectfully submitted,



Shanna M. Faro  
Executive Assistant to the Town Administrator

### **LIST OF DOCUMENTS**

1. March 17, 2022 Meeting Agenda
2. March 3, 2022 Meeting Minutes
3. March 8, 2022 Meeting Minutes
4. LHS Service Level Agreement & Software License Agreement
5. Proposal from Weston & Sampson for On-Call Services Agreement
6. Notice of Award for Carbon Activated Corporation for GAC Filter Media Replacement
7. Contract for Carbon Activated Corporation for GAC Filter Media Replacement
8. Gift Donations Form from Party City to the Selectmen, Park & Recreation, and Council on Aging
9. Gift Donation Forms to the Council on Aging
10. Surplus Equipment Form from the Council on Aging
11. Personnel Action Forms for Spring Counselors (M. Goode and Nathan Maguire)
12. National Grid – Annual Vegetation Maintenance Notification