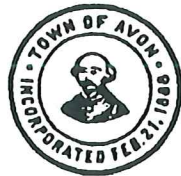


BOARD OF SELECTMEN Eric
S. Beckerman, Chairman
Jason L. Suzor, Sr., Clerk
Shannon M. Coffey, Associate

Gregory S. Enos
TOWN ADMINISTRATOR

Town of Avon Massachusetts



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TOWN OF AVON

2023 JAN -6 A 11:49

TOWN CLERK

BOARD OF SELECTMEN THURSDAY, DECEMBER 15, 2022 6:30 P.M.

Members Present: Eric S. Beckerman, Chairman
Jason L. Suzor, Sr., Clerk
Shannon M. Coffey, Associate

Others Present: Gregory S. Enos, Town Administrator
Shanna M. Faro, Executive Assistant
Joseph S. Lalli, Esq., Town Counsel

Finance Committee: Derek Staffier, Chairman
Suzzette Waters, Vice Chair
Dan Norian, Member
James Norian, Member
Richard Jordan, Member
Jarrett Beeley, Member

Chairman Beckerman called the meeting to order at 6:30 p.m. with all members present. 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. Chairman Beckerman reminded the viewing audience that people who would like to view this meeting while in progress may do so by 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.

Ms. Coffey led the meeting in the Pledge of Allegiance.

Public Participation

None

APPOINTMENTS

6:35 p.m. – Finance Committee – Fiscal Year 2024 Budget Process

The Finance Committee appeared before the Board. Chairman Staffier requested the Selectmen start scheduling the Budget Workshop meetings so both Boards could coordinate their calendars accordingly. Mr. Enos provided a budget update for both Boards. He stated that while he has received proposed budgets from most Department Heads, he is still waiting for one department to submit their budget. Mr.

Enos stated that he has heard from Norfolk County Retirement and the insurance company regarding their projected budget increases. Mr. Enos stated that he has not heard from Blue Hills Regional Technical School yet. The state revenue is still uncertain due to the new administration. Mr. Enos informed both Boards that the Treasurer/Collector is putting the draft budgets in the software. Mr. Enos stated that the software the town is using is Abila and if any member of the Committee is having issues with their usernames and passwords, please let him know and he will resend. Mr. Enos stated that he will be meeting with Department Heads individually to review their budget within the next week depending on their holiday schedule. Mr. Enos informed the Finance Committee that more information regarding the proposed budget for Fiscal Year 2024 will be available in the coming weeks. Mr. Jordan asked if the School Department had submitted their proposed budget yet to which Mr. Enos replied no as it is not due yet according to the Fiscal Policies manual. Mr. Jordan asked if any staffing changes will impact the budget. Mr. Enos stated no that even though there are vacancies in some departments, such as the Assessors, the salaries for these open positions are budgeted.

With no further questions from the Finance Committee, the Board scheduled Budget Workshop meetings for the following dates: (January 5, 2023 – during the regular Selectmen meeting, January 14, 2023, and February 4, 2023).

Chairman Staffier requested the Board discuss the Special Town Meeting before the Finance Committee adjourned their meeting.

Discussion of Special Town Meeting

Mr. Enos informed the Board that he has spoken to the Town Moderator who has requested the date of January 28, 2023 for a Special Town Meeting. Mr. Enos stated that articles on the Special Town Meeting will include the settlement of Collective Bargaining Agreements such as the AFSCME union.

Mr. Suzor made a motion to set the date of the Special Town Meeting as January 28, 2023 at 10:00 a.m. at the Avon Middle High School auditorium. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to open the Special Town Meeting Warrant on December 15, 2022 and close the submission of articles on the Warrant on January 4, 2023. Ms. Coffey seconded the motion. The motion carried.

The Finance Committee adjourned their meeting and departed.

Meeting Minutes

Mr. Suzor made a motion to approve the December 1, 2022 (Regular Session) meeting minutes as written. Chairman Beckerman seconded the motion. The motion passed.

UNFINISHED BUSINESS

None

NEW BUSINESS

New Year's Eve Hours for Restaurant Alcohol Licenses

Mr. Suzor made a motion to grant a 2:00 a.m. closing time to all On Premise Liquor License establishments on Saturday, December 31, 2022. Ms. Coffey seconded the motion. The motion carried.

Personnel Action Forms

Mr. Suzor made a motion to approve the Personnel Action Form of Recording Secretary Lynne McKenney for a step increase from a Grade 5, Step 1 to a Grade 5, Step 2 upon her anniversary date. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form of Head Cook Kelly Ann Cole for a step increase from a Grade 3, Step 2 to a Grade 3, Step 3 upon her anniversary date. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form of Assistant Cook Kevin Flynn for a step increase from a Grade 1, Step 1 to a Grade 1, Step 2 upon his anniversary date. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form of Executive Assistant/Special Projects Manager for a step increase from a Grade 10, Step 5 to a Grade 10, Step 6 upon her anniversary date. Ms. Coffey seconded the motion. The motion passed.

Annual License Renewals

Class II Licenses

Ms. Faro confirmed that all licensees have paid any outstanding tax bills and are now eligible for license renewal approval by the Board.

Mr. Suzor made a motion to approve the following Class II license renewals for 2023.

1. Avon Auto Brokers, Inc. 109 Memorial Drive
2. Avon Auto Brokers, Inc., 159 Memorial Drive

Ms. Coffey seconded the motion. The motion carried.

Common Victualler's Licenses

Ms. Faro confirmed that all licensees have paid any outstanding tax bills and are now eligible for license renewal approval by the Board.

Mr. Suzor made a motion to approve the following Common Victualler's license renewals for 2023.

1. Walmart, 30 Memorial Drive
2. Emel Mendez d/b/a Avon's Best Pizza & Grill, 17B North Main Street

Ms. Coffey seconded the motion. The motion carried.

Announcements

Chairman Beckerman announced the regular January meetings of the Board as January 5, 2023 and January 26, 2023.

Town Administrator's Report

Mr. Enos informed the Board that the Town of Avon has won the Massachusetts Municipal Association's website award contest for its population size category. He thanked Ms. Bessette and Ms. Faro for their hard work in the redesign of the website this fall. Chairman Beckerman thanked Mr. Enos for his work in the redesign as well.

Mr. Enos stated that the town has been awarded a \$54,000 grant from the Massachusetts Office of Disability for the reconstruction of the sidewalk ramps at Town Hall and the Council on Aging to make them ADA complaint.

Mr. Enos stated that the town has received a \$150,000 Community Compact grant for the study of the town's water supply and systems.

Mr. Enos thanked the Avon Civic Association for hosting the Annual Holiday Celebration at DeMarco Park on December 3, 2022. The event was successful despite the rain.

Mr. Enos requested permission from the Board to place an RFP for the Central Street water tank for cell phone antennas. Mr. Enos stated that the last RFP was done a few years ago where Sprint was awarded the bid for a minimum of \$80,000. However, Sprint had red-marked the contract so much that the contract was deemed invalid. Mr. Enos recommended that the new RFP contain a minimum bid between the range of \$50,000 to \$60,000. Mr. Suzor made a motion to authorize the Town Administrator to place an RFP for cell phone equipment on the Central Street water tank for a minimum bid of no less than \$50,000. Ms. Coffey seconded the motion. The motion passed.

Mr. Enos reminded the Board that the town has received a Community Compact grant for developing a financial forecast and budget book. Mr. Enos requested permission from the Board to move forward and hire the Collins Center for this project. There was no objection from the Board.

Town Counsel's Report

None

Adjournment

At 7:16 p.m., Mr. Suzor made a motion to adjourn the regular session and 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) and to discuss strategy with respect to collective bargaining (AFSCME, Police, Fire, Call Firefighters) or litigation as an open meeting may have a detrimental effect on the government's bargaining or litigating position. Ms. Coffey seconded the motion. A roll call vote was taken. Ms. Coffey voted aye. Mr. Suzor voted aye. Chairman Beckerman voted aye. The motion carried.

Respectfully submitted,



Shanna M. Faro
Executive Assistant to the Town Administrator

LIST OF DOCUMENTS

1. December 15, 2022 Meeting Agenda
2. December 1, 2022 Meeting Minutes
3. Memo to All On-Premises Liquor License Establishments re: New Year's Eve hours
4. Personnel Action Forms (Recording Secretary, Head Cook, Assistant Cook, Special Projects Manager)
5. Class II Licenses (Avon Auto Brokers at two locations)
6. Common Victualler's Licenses (Walmart & Avon's Best Pizza)