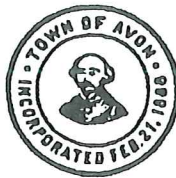


**BOARD OF SELECTMEN**  
Eric S. Beckerman, Chairman  
Jason L. Suzor, Sr., Clerk  
Shannon M. Coffey, Associate

James P. Purcell  
**INTERIM TOWN ADMINISTRATOR**

# Town of Avon Massachusetts



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TOWN OF AVON

2023 FEB -3 A 9:45

TOWN CLERK

## **BOARD OF SELECTMEN** **THURSDAY, JANUARY 26, 2023** **6:00 P.M.**

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

**Others Present:** James P. Purcell, Interim Town Administrator  
Shanna M. Faro, Executive Assistant  
Joseph S. Lalli, Esq., Town Counsel  
Fire Chief Robert Spurr  
Patricia C. Bessette, Town Clerk  
Robert C. Borden, Building Commissioner  
Warren B. Lane, Chairman, Board of Assessors

**Finance Committee:** Derek Staffier, Chairman  
Richard Jordan, Member  
Daniel Norian, Member  
James Norian, Member  
Jarrett Beeley, Member  
Suzzette Waters, Member

### **Executive Session**

Chairman Beckerman called the meeting to order at 6:00 p.m. with all members present. 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.

### **Reconvene in Open Session**

At 6:30 p.m., Mr. Suzor made a motion to reconvene in open session. Ms. Coffey seconded the motion. A roll call vote was taken. Ms. Coffey voted aye. Mr. Suzor voted aye. Mr. Beckerman voted aye. The motion carried.

Mr. Beckerman 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

the Regional Research Group Contract for Assessment Services. Ms. Coffey seconded the motion. The motion passed.

#### **Town Administrator Search**

Chairman Beckerman stated that the Board has received three proposals for recruiting services for a new Town Administrator. The proposals are from Community Paradigm Associates, Municipal Resources, Inc. and the Edward J. Collins, Jr. Center for Public Management. Chairman Beckerman recommended the Board utilize the services of Community Paradigm Associates. He stated that Bernie Lynch and his team are familiar with the town and its needs as they recruited the previous Town Administrator. Mr. Suzor made a motion to approve the services of Community Paradigm Associates for the recruitment of a new Town Administrator. Ms. Coffey seconded the motion. The motion carried. Ms. Faro will contact Mr. Lynch to notify him of the Board's decision.

#### **Appointment of AFSCME Accounting Clerk**

Mr. Suzor made a motion to approve the appointment of Claire Walsh to the AFSCME Accounting Clerk position for a Grade OAL 5, Step 2, effective January 30, 2023. Chairman Beckerman noticed an error on the Personnel Action Form which states that the Accounting Clerk will work 19 hours per week. Ms. Faro stated that is incorrect as this AFSCME position will require the employee to work 28 hours per week. The Personnel Action Form will be corrected. Ms. Coffey seconded the appointment of Ms. Walsh to the AFSCME Accounting Clerk position. The motion passed.

#### **Personnel Action Forms**

Mr. Suzor made a motion to approve the Personnel Action Form of Council on Aging Van Driver Anthony Famalore for a step increase upon his anniversary date of January 2, 2023. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve the Personnel Action Form of Treasurer/Collector Deb Morin for a stipend while the Finance Department is short-staffed. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form of Executive Assistant/Human Resources Coordinator for a stipend while the Town Administrator's office is short-staffed. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form of Assistant DPW Director Brian Martin for a stipend while the DPW/Water Division is short-staffed. Ms. Coffey seconded the motion. The motion carried.

#### **Gift Acceptance Form**

Mr. Suzor made a motion to approve the Gift Acceptance Form of Priscilla and Paul Whittall for a donation of the shrimp appetizer for the holiday luncheon to the Council on Aging. Ms. Coffey seconded the motion. The motion passed.

#### **Surplus Equipment**

Mr. Suzor made a motion to approve the disposition of surplus equipment form for three broken office chairs in the Selectmen's office. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve the disposition of surplus equipment form for a mini refrigerator at the Avon Public Library. Ms. Coffey seconded the motion. The motion carried.

#### **Norfolk County Deputy Sheriff Commissions**

Mr. Suzor made a motion to approve the Agreement on the Reporting of In Standing or Status of Shared Commissioned Offices by the Norfolk County Sheriff's Office. Mr. Purcell stated that this agreement would give the Avon Police Department legal authority in another community, in the case of an investigation outside of town lines or if assisting another community through mutual aid. Ms. Coffey seconded the motion. The motion passed.

#### **Temporary Sign Permit Application**

Mr. Suzor made a motion to approve and waive the fee for the Temporary Sign Permit for Avon Youth Baseball for 10 lawns signs on private residences advertising baseball registration from January 27, 2023 through February 15, 2023. Ms. Coffey seconded the motion. The motion carried.

#### **Announcements**

Chairman Beckerman announced that the February meetings of the Board will be February 2, 2023 and February 16, 2023.

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

Mr. Purcell informed the Board of his first steps since he has been in office as Interim Town Administrator. He held a Department Head meeting today as an introductory meeting to the managers. He is reviewing the reports that each Department Head submitted to him regarding a brief overview of their department and topics needing attention. Mr. Purcell stated that he was pleased by how in-depth all of the reports were. Mr. Purcell that he has meet with the town's attorneys and the Town Moderator. Mr. Purcell has started meeting with the department managers, and each Selectman as well. Mr. Purcell stated that it has been a very productive first week in office.

#### **Town Counsel's Report**

Mr. Lalli informed the Board that he is preparing for the Special Town Meeting and the RFP for the antennas on the water tank tower.

#### **Adjournment**

At 7:52 p.m., Mr. Suzor made a motion to adjourn the regular session. 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. January 26, 2023 Meeting Agenda
2. Budget Worksheets for Building Department, Town Clerk, and Fire Department
3. January 5, 2023 Meeting Minutes
4. January 11, 2023 Meeting Minutes
5. January 14, 2023 Meeting Minutes
6. Memorandum of Agreement for Police Union
7. Regional Research Group Contract for Assessment Services
8. Proposals for Town Administrator Search (Community Paradigm Associates, MRI, Collins Center)
9. Personnel Action Forms (AFSCME Accounting Clerk, Van Driver, Treasurer/Collector, Assistant DPW Director, Executive Assistant/Human Resources Coordinator)
10. Gift Acceptance Form for Council on Aging
11. Surplus Equipment Disposition Forms (Selectmen, Library)
12. Norfolk County Deputy Sheriff Commissions Agreement
13. Temporary Sign Permit for Avon Youth Baseball