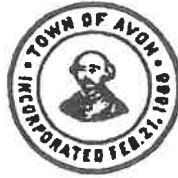


**BOARD OF SELECTMEN**  
Eric S. Beckerman, Chairman  
Jason L. Suzor, Sr., Clerk  
Shannon M. Coffey, Associate

Jonathan L. Beder  
**TOWN ADMINISTRATOR**

# Town of Avon Massachusetts



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**BOARD OF SELECTMEN**  
**THURSDAY, NOVEMBER 2, 2023**  
**6:30 P.M.**

**AVON TOWN CLERK**  
REC'D NOV 20 2023 AM 10:29

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

**Others Present:** Jonathan L. Beder, Town Administrator  
Shanna M. Faro, Executive Assistant/HR Coordinator  
Patricia Bessette, Town Clerk  
Frank Hegarty, Veterans Memorial Committee

Chairman Beckerman called the meeting to order at 6:30 p.m. with all members present. Chairman 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 remote Zoom access. 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](http://www.avontv.org).

Mr. Hegarty led the meeting in the Pledge of Allegiance.

## **Public Participation**

Mr. Jesse Gordon introduced himself to the Board as a member of the Randolph Town Council. Mr. Gordon expressed his concern to the Board that Randolph residents, particularly those near Stoughton Street and Fitch Terrace, reside within close proximity to the company T.L. Edwards, Inc. located on Rear Wales Avenue in Avon. Mr. Gordon stated that these residents live within the "blasting zone" of the T.L. Edwards property. Mr. Gordon informed the Board that the ongoing blasting has caused structural damage to the walls and basements of the homes of Randolph residents who live close by. Mr. Gordon stated that although he is aware that T.L. Edwards is not breaking any laws conducting their business, it is not fair that the Randolph residents have suffered significant damage to their houses with no recompense.

Ms. Michelle Ajax from 12 Virginia Circle in Randolph appeared before the Board to echo the sentiments of Mr. Gordon. She stated that the daily noise and damage caused to her property from the blasting has been significant. She stated that T.L. Edwards blasted every day for three years and despite the blasting having stopped for now, her home is still damaged, and the claim was denied by T.L. Edwards' insurer. Ms. Gerry McLellan from 15 Virginia Circle in Randolph informed the Board that she too has damage to her house which did not exist before the blasting.

Chairman Beckerman informed Mr. Gordon, Ms. Ajax, and Ms. McLellan that the Board would take their concerns under advisement.

### **Meeting Minutes**

Mr. Suzor made a motion to approve the October 19, 2023 (Regular Session) meeting minutes as written. Ms. Coffey seconded the motion. The motion passed.

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

#### **Appointment of Acting Fire Chief**

The Board welcomed Kevin Partridge back to the Town of Avon. Mr. Partridge was the Fire Chief of the Avon Fire Department from 2003-2006. Mr. Partridge has over 30 years of experience in the field, most recently as the Fire Chief of the Town of Easton prior to his retirement. Upon his retirement, Mr. Partridge served as Interim Town Administrator for the Town of Berkley through August 2023. Mr. Partridge informed the Board that he was excited to be returning to the Town of Avon. Although he sees familiar faces, the Fire Department has also grown over the years and the renovated building is impressive. Mr. Suzor made a motion to appoint Kevin Partridge as the Interim Fire Chief for the Town of Avon. Ms. Coffey seconded the motion. The motion passed. Town Clerk Patricia Bessette swore Mr. Partridge in as Interim Fire Chief.

#### **Fire Chief Recruitment**

The Board reviewed the three proposals for the recruitment of a new Fire Chief. The three proposals were from BadgeQuest, Community Paradigm Associates, and Municipal Resources, Inc. Mr. Suzor made a motion to approve and authorize the Town Administrator to move forward with the proposal from BadgeQuest. Ms. Coffey seconded the motion. The motion passed.

#### **Veterans Memorial Committee**

Mr. Hegarty approached the Board to discuss an ongoing situation where the existing right of way for Veterans Memorial Park is being used by the abutters of the property as a driveway. Mr. Hegarty informed the Board that this is town property that needs to be reclaimed by the town so that it can be landscaped so that the project can be finalized. Mr. Hegarty stated that the abutter is a multi-family dwelling, and the town-owned land is currently being used to park a vehicle from the abutter. The Board requested that the Town Administrator and Town Counsel draft a letter to the property owner and give the owner a time frame in which to remove the vehicle. If that does not work, further action will be taken. Mr. Hegarty thanked the Board for their attention to this matter.

#### **Special Town Meeting Warrant**

The Board reviewed the Special Town Meeting Warrant for November 18, 2023. Chairman Beckerman read all eight articles proposed on the Warrant. Mr. Suzor made a motion to close the Special Town Meeting Warrant with eight articles. Ms. Coffey seconded the motion. The motion passed. Mr. Suzor made a motion for the Board to sign the Warrant. Ms. Coffey seconded the motion. The motion carried. The Special Town Meeting will be held on Saturday, November 18, 2023 at 10:00 a.m. at Avon Middle

High School. Town Moderator Frank Staffier advised the Board that the Town Moderator should see the Warrant before the Special Town Meeting.

#### **Vote to Reduce Early Voting Hours by less than 25%**

Ms. Bessette appeared before the Board to request a reduction in early voting hours for 2024. Ms. Bessette stated that according to the VOTES Act, the Board of Selectmen can limit early voting hours by voting in a public meeting held no later than 20 days before early voting begins. Ms. Bessette informed the Board that she would like to hold the same hours for early voting as done in 2022 which was Mondays through Wednesdays from 9:00 a.m. to 4:00 p.m., Thursdays from 9:00 a.m. to 7:00 p.m., and Fridays from 9:00 a.m. to 1:00 p.m. In total, she requested a reduction of 4.5 hours. She stated that these hours would give the Town Clerk's office a half hour in the morning and at the end of the day to reconcile the ballots, update voter history, and order extracts to be used the following day. Mr. Suzor made a motion to approve the request to reduce early voting hours by less than 25% for the 2024 season as recommended and outlined by the Town Clerk. Ms. Coffey seconded the motion. The motion carried.

#### **Appointment of Town Planner**

Mr. Beder informed the Board that after the interview process, he requests the Board appoint Richard Jordan to the position of Town Planner. Mr. Beder stated that Mr. Jordan holds a master's in public administration and has excellent computer skills. Mr. Beder stated that the Town Planner position is critical with all the current projects being proposed throughout the Town. Mr. Suzor made a motion to appoint Richard Jordan as the Town Planner and to execute the Employment Agreement with the stipulation that all pre-employment requirements are completed satisfactory prior to the start date. Ms. Coffey seconded the motion. The motion carried. Mr. Suzor made a motion to approve the Personnel Action Form for Richard Jordan as the Town Planner with the stipulation that all pre-employment requirements are completed satisfactory prior to the start date. Ms. Coffey seconded the motion. The motion passed. Mr. Jordan thanked the Board and stated he was looking forward to starting in this new role.

#### **Recommendation of DBVW Contract**

Mr. Beder informed the Board that the Town Office Feasibility Committee is looking to move forward with the next step of this project. DBVW Architects performed a feasibility study of Town Hall, the Council on Aging, and the Civic Center in June of 2021. Recent changes within the town and other considerations, including the need to move the school administration offices into permanent facilities, necessitate a further study of needs and potential options. Cost estimates from 2021 will also need to be updated to reflect the cost of inflation. Mr. Beder submitted a proposal to the Board from DBVW Architects with the scope of services to include a restart/kick off meeting, program confirmation and assessment of school administration space needs, preparation and documentation, development of concept designs, cost estimates, the final report, and the presentation to the stakeholders. The proposed fee would not exceed \$49,800. Mr. Beder stated that there is enough funding in the article for this contract. Mr. Suzor made a motion to approve the proposal from DBVW Architects and authorize the Town Administrator to sign the contract. Ms. Coffey seconded the motion. The motion carried.

#### **Personnel Action Forms**

Mr. Suzor made a motion to approve the Personnel Action Form for Executive Assistant/Special Projects Manager Sheri Carney for a Grade 10, Step 7 step increase effective November 30, 2023. Ms. Coffey seconded the motion. The motion carried.

Mr. Suzor made a motion to approve the Personnel Action Form for Per Diem Dispatcher Peggy Geyer for a Grade 7, Step 10 step increase effective November 6, 2023. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form for Per Diem Dispatcher Peggy Geyer for a Grade 7, Step 6 step increase effective November 6, 2023. Ms. Coffey seconded the motion. The motion carried.

#### **Resignation of Lead Water Operator**

Mr. Suzor made a motion to accept with regret the resignation of Lead Water Operator Stephen Smith effective November 17, 2023. Ms. Coffey seconded the motion. The motion passed.

#### **Street Opening Permit Application**

Mr. Suzor made a motion to deny the Street Opening Permit Application submitted by George Pickering to remove, replace, and widen the existing driveway and walkway at 208 South Street as the request does not meet the Zoning Bylaw requirements. Ms. Coffey seconded the motion. The motion carried.

#### **Announcements**

Chairman Beckerman announced that Town Offices, the Council on Aging, and the Avon Public Library will be closed to the public on Friday, November 24, 2023.

Chairman Beckerman announced that there is a vacancy on the Blue Hills District School Committee board as Francis Fistori has moved out of town. Mr. Fistori's term limit was from 2022-2026. The Board of Selectmen and the School Committee may appoint someone to fill this position until the next election when candidates will need to obtain nomination papers and run for office. Chairman Beckerman stated that interested candidates should submit a letter of interest to the Board of Selectmen. The appointment must be jointly approved by both the Board of Selectmen and the School Committee. Mr. Beder will reach out to the School Committee to see if they know of anyone interested in filling this role. The Board thanked Mr. Fistori for his years of service.

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

Mr. Beder stated that the lights at DeMarco Park will be installed next week. The holiday lights will also be installed in preparation for the Holiday Festival. Mr. Beder stated that the Senate passed the bill authorizing the name change from Board of Selectmen to Select Board. It now goes to the House for a vote next week.

Mr. Beder informed the Board that the Department Managers have been entering their Fiscal Year 2025 budgets into the system. The deadline for all budgets to be completed is November 9, 2023. The Finance Team will meet with the Department Managers on November 14, 2023 and November 15, 2023 to review their line items and discuss any capital projects. The proposed budget will be submitted to the Board of Selectmen on December 1, 2023.

Mr. Beder informed the Board that a meeting was held on October 26, 2023 with the representatives of INSA to discuss the next steps as the executed Host Community Agreement is no longer binding due to revised regulations from the Cannabis Control Commission. Our Town Counsel has requested the initial payment of \$25,000 and 60 hours of volunteer service be remitted to the town in good faith. Our Town Counsel is also drafting a revised Host Community Agreement.

Mr. Beder stated that the Board of Health will be the first department to go live with Online Permitting. This is expected to take place in January with more departments to follow.

Mr. Beder informed the Board that the Council on Aging will be hosting a Veterans Day luncheon on Wednesday, November 8, 2023 at 12:00 p.m.

Mr. Beder stated that the DPW coordinated a preconstruction meeting with the contractor for Joanna Hills on October 31, 2023. Work is set to commence on November 6, 2023 at the Page Street/Joanna Road intersection. Travel will be impacted while the contractor works on the installation of the water main.

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

Mr. Lalli has been working on the Special Town Meeting Warrant, Net Metering Credits, DPW contracts in preparation for the winter season, and drafting an Inter-Municipal Agreement with the Town of Stoughton for water.

### **Adjournment**

At 7:45 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 passed.

Respectfully submitted,



Shanna M. Faro  
Executive Assistant to the Town Administrator

### **LIST OF DOCUMENTS**

1. November 2, 2023 Meeting Agenda
2. October 19, 2023 Meeting Minutes
3. Proposals for Fire Chief Recruitment – (BadgeQuest, Community Paradigm, and Municipal Resources, Inc.
4. Special Town Meeting Warrant for November 18, 2023
5. Personnel Action Form and Employment Agreement for Town Planner Richard Jordan
6. DBVW Architects Contract Proposal
7. Personnel Action Forms for Sheri Carney, Allison Ning, and Peggy Geyer
8. Resignation Letter of Lead Water Operator Stephen Smith
9. Street Opening Permit Application by George Pickering for 208 South Street