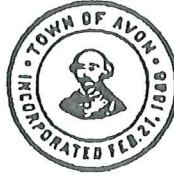


BOARD OF SELECTMEN  
Steven P. Rose, Chairman,  
Robert F. Brady, Jr., Clerk  
Eric S. Beckerman, Associate

Gregory S. Enos  
TOWN ADMINISTRATOR

# Town of Avon Massachusetts

Town Offices  
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BOARD OF SELECTMEN  
THURSDAY, MAY 2, 2019  
7:30 P.M.

TOWN OF AVON  
2019 MAY 17 A 10:56  
TOWN CLERK

**Members Present:** Steven P. Rose, Chairman  
Robert F. Brady, Jr., Clerk  
Eric S. Beckerman, Associate

**Others Present:** Gregory S. Enos, Town Administrator  
Shanna M. Faro, Executive Assistant to the Town Administrator  
Joseph S. Lalli, Town Counsel  
Kimberly Park, Town Accountant  
Patricia Bessette, Town Clerk  
William Fitzgerald, DPW Director  
Kathleen Waldron, Health Agent

**Finance Committee:** Jarrett Beeley, Chairman  
Judith Leggett, Member  
Phil Fowler, Member  
Dan Norian, Member  
Shannon Coffey, Member  
Kathleen Sheehan, Member

Chairman Rose called the meeting to order at 7:30 p.m. with all members present.

Chairman Rose announced that the meeting is being recorded by the local Cable Access Channel.

Patricia Bessette led the meeting in the Pledge of Allegiance.

## Public Participation

None

## Meeting Minutes

Mr. Beckerman made a motion to accept the minutes of April 18, 2019 (Regular Session) as written. Mr. Brady seconded the motion. The motion carried.

## **APPOINTMENTS**

### **7:35 p.m. – Joint Meeting with Finance Committee in Preparation for the Annual Town Meeting**

The members of the Finance Committee appeared before the Board to discuss the Annual Town Meeting Warrant in preparation for the meeting.

Mr. Fowler made a motion to approve the Finance Committee's Warrant in the amount of \$750 to pay for postage of the Finance Committee's Reports for the Annual Town Meeting. Mr. Norian seconded the motion. The motion carried.

Chairman Rose announced that due to a delay in the mailing of the Finance Committee Reports, the Annual Town Meeting will be postponed until May 21, 2019 at 7:00 p.m. at the Avon Middle-High School. Mr. Beeley apologized profusely for the delay. He thanked the Town Clerk's office and the new members of the Finance Committee for all of their help and assistance with the books.

Chairman Rose asked the Finance Committee why they were withholding their recommendation on Article 11. Ms. Leggett stated that the Committee was seeking language clarification to specify an exact dollar amount for the land they were seeking to purchase. Ms. Leggett also requested that the Board insert a cross reference for the sale or exchange of Town-owned land that was purchased at a previous Town Meeting. Chairman Rose requested that the Finance Committee work with Town Counsel and the Town Administrator to revise the wording of Article 11.

Ms. Sheehan was confused as to why two articles (Article 12 and Article 13) were needed regarding the Page Street and Central Street water tanks. Mr. Beckerman explained that Article 12 was needed to repurpose the vote of the Annual Town Meeting of 2018 to include the rehabilitation, repair or reconstruction of both water tanks, instead of just the Page Street water tank. Mr. Beckerman clarified to Ms. Sheehan that Article 13 is dependent on Article 12. Mr. Beckerman stated that if Article 12 fails to pass by the Town's voters, Article 13 will be amended to only reference the rehabilitation, repair or reconstruction of the Page Street water tank as approved at the Annual Town Meeting of May 2018. The Article would be amended on the Town Meeting floor to exclude any reference the Central Street water tank.

Ms. Sheehan took issue with the wording of Article 18 regarding conducting a Staffing/Compensation study, to comply with the Massachusetts Pay Equity Act of 2018. Ms. Sheehan informed the Board that a Compensation Study is not required by the Massachusetts Pay Equity Act. She requested that the language in this article be revised to read the Compensation Study would be used to review if the Town does comply with the law. Chairman Rose requested that Town Counsel review the language in this article and amend as necessary.

Mr. Norian asked the Board to review the need for a facilities manager to oversee the Town's buildings.

Mr. Beckerman requested that the Finance Committee review the materials drafted by Stephen Cirullo of the Collins Center regarding the draft financial policies for the Town. Mr. Beckerman stated that if the Finance Committee has any questions, they should contact the Town Administrator.

## **UNFINISHED BUSINESS**

### **14 North Main Street – Disposition of Surplus Property**

Mr. Enos reminded the Board that 14B North Main Street was taken by the Town under tax title. Mr. Enos stated that 14 North Main Street is under receivership. Mr. Enos stated that the receiver has an

opportunity to sell these properties, but first, the Town must declare 14B North Main Street as surplus property. Mr. Enos stated that under Massachusetts General Law, Chapter 30B, the municipality has the authority to sell any property valued under \$35,000. Mr. Enos included a Comparative Market Analysis letter in the Selectmen's packets valuing 14B North Main Street at approximately \$20,000. Mr. Enos stated that the receiver estimates that the Town may receive approximately \$17,500 for the sale of 14B North Main Street. Mr. Enos stated that he is working with the receiver to get the highest value for this property. Mr. Beckerman made a motion to declare 14B North Main Street as surplus property and to be sold under the receiver as described by the Town Administrator. Mr. Brady seconded the motion. The motion carried.

## **NEW BUSINESS**

### **DPW Engineering/Integrated Water Resources Asset Management Plan Contracts**

Mr. Fitzgerald approached the Board to request approval for several contracts related to the Integrated Water Resources Asset Management Plan.

Mr. Beckerman made a motion to authorize Mr. Fitzgerald to file the application with the Massachusetts Department of Environmental Protection for State Financial Assistance for the Water Resources Asset Management Plan. The Asset Management Plan will include an inventory of the Town's water and stormwater systems. The plan shall include a prioritized list of assets to be placed with estimated budget costs. Mr. Brady seconded the motion. The motion carried.

Mr. Beckerman made a motion to designate \$112,000 from Account 440-684, Town Water Supply, for the Integrated Water Resources Asset Management Plan. Mr. Brady seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the Agreement for Professional Services with Tata & Howard, Inc. in the amount of \$86,300 for the Asset Management Plan, the update to the Emergency Response Plan, and General/On-Call Services, pending the approval and signature by the Town Accountant and Town Counsel. Mr. Brady seconded the motion. The motion carried.

Mr. Beckerman made a motion to approve the Agreement for Professional Services with Weston & Sampson Engineers Inc. in the amount of \$57,500 for the Asset Management Plan and General/On-Call Services, pending the approval and signature by the Town Accountant and Town Counsel. Mr. Brady seconded the motion. The motion carried.

### **Historical Commission Appointment**

The Board received a letter of interest by Doreen Gouthro requesting to join the Historical Commission. Mr. Brady made a motion to appoint Doreen Gouthro to the Historical Commission, term to expire June 30, 2022. Mr. Beckerman seconded the motion. The motion carried.

### **Memorial Day Parade Permit**

Mr. Beckerman made a motion to approve the 2019 Memorial Day Parade Permit for the Avon VFW Post #8892 for Sunday, May 26, 2019 commencing at 1:00 p.m. at the St. Michael's Church parking lot and to waive the permit fee. Mr. Brady seconded the motion. The motion carried.



### **Town of Abington Net Metering Proposal**

Mr. Enos presented the Board with a Memorandum of Understanding for a Solar Credit Purchase Agreement between the Town of Avon and the Town of Abington. Mr. Enos stated that the Memorandum of Understanding is only for two months, through the end of Fiscal Year 2019. To summarize the memorandum, the proposed transaction concerns the sale of energy (or Net Metering Credits) produced by the Soltage LLC's solar facilities to the Town of Avon of up to 338,000 kWhrs with their net-meter credits in this sale/purchase transaction starting in May 2019. The price shall be 80% of the Net-Meter Credit price or a minimum of 10 cts/kWhr. Mr. Enos informed the Board that he will present a one-year proposal for Fiscal Year 2020 at the next meeting of the Board. Chairman Rose requested some additional time prior to signing a one-year contract to test out the program. Mr. Enos stated that he will speak to the Town Manager of Abington. Mr. Beckerman made a motion to approve and sign the Memorandum of Understanding for the Solar Credit Purchase Agreement with the Town of Abington. Mr. Brady seconded the motion. Upon reviewing the document, the Board noticed that only one signature was required on the Memorandum. Mr. Beckerman made an amended motion to approve the Memorandum of Understanding for the Solar Credit Purchase Agreement with the Town of Abington and authorize the Chairman to sign the agreement. Mr. Brady seconded the amended motion. The motion carried.

### **Award for Avon Public Library Roof Repairs and Replacement, APL-2019-02**

Mr. Enos informed the Board that bids were opened for the Avon Public Library Roof Repairs and Replacement Project, APL-2019-02, on April 10, 2019. Mr. Enos stated that six companies bid on the project. Mr. Enos stated that the lowest bidder was E-5 Builders, LLC, based out of Leominster. Mr. Enos stated that after researching this company and calling their references, he feels confident moving forward and awarding this project to E-5 Builders, LLC. Mr. Beckerman made a motion to award the Avon Public Library Roof Repairs and Replacement Project, APL-2019-02, to E-5 Builders, LLC and allow the Town Administrator to sign the contract for this project after it is reviewed by Town Counsel. Mr. Brady seconded the motion. The motion carried.

### **Appointment of Compost Site Attendant**

Mr. Brady made a motion to appoint Ronald Mahan as the Compost Site Attendant effective May 2, 2019 at the rate of \$15.00 per hour. Mr. Beckerman seconded the motion for discussion. Mr. Beckerman noticed that this position has no Grade or Step attached to it in accordance with the Personnel Bylaws. Ms. Waldron stated that this rate was previously requested by the Board of Health to fill the position and consented to by the Selectmen. Mr. Enos informed Mr. Beckerman that if the voters approve the Compensation Study at Town Meeting, this position, as well as all other positions would have a definitive Step and Grade. The motion carried.

### **Personnel Action Form for Council on Aging Van Driver**

Mr. Brady made a motion to approve the Personnel Action Form for Meghan Mallett for a step increase from a Grade F7, Step 4 at a rate of \$14.83 per hour to a Grade F7, Step 5 at the rate of \$15.13 per hour effective March 21, 2019. Mr. Beckerman seconded the motion. The motion carried.

### **Subordination Request for 55 Thayer Avenue in West Bridgewater**

Mr. Enos informed the Board that he received a subordination request from the Program Coordinator Christine Sullivan of the Community Development Office. In her memorandum, Ms. Sullivan states that a housing rehabilitation client is seeking approval from the Board of Selectmen to obtain a septic betterment loan from the Town of West Bridgewater to replace a failed septic system. In addition, the

homeowner is asking that the Avon-West Bridgewater Housing Rehabilitation Program loan on her property be subordinated to the West Bridgewater Septic Program loan, as that program requires being first priority to any loan. Ms. Sullivan states in her memorandum that the homeowner was a grant recipient of the FY 13 Avon-West Bridgewater Housing Rehabilitation Program. There were extensive repairs needed to the home and the Department of Housing and Community Development approved a waiver for all necessary repairs for a total of \$76,309.00. The homeowner was approved as an extremely low-income household. Ms. Sullivan recommended the subordination request as this is a sanitary code issue, an improvement to the property and given the fact that the homeowner intends plans to remain in the home. Mr. Beckerman made a motion to approve the subordination request for 55 Thayer Avenue in West Bridgewater. Mr. Brady seconded the motion. Chairman Rose requested an amendment to include the stipulation that the subordination request be approved pending the review of the Subordination Agreement and the acceptance of this project to the West Bridgewater Septic Program loan. Mr. Beckerman amended the motion to include the language suggested by Chairman Rose. Mr. Brady seconded the amended motion. The motion carried.

### **Street Opening Permits from Columbia Gas**

The Board received three opening requests from Columbia Gas for 110 Ladge Drive, 200 Central Street, and 67 Robbins Street. Chairman Rose requested the Board table these requests until they consult the DPW Director regarding the revision of the Street Opening Permit Application forms to include more detailed information regarding the bond requirements. Mr. Brady made a motion to table the Street Opening Permits from Columbia Gas until the meeting of May 16, 2019. Mr. Beckerman seconded the motion. The motion carried.

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

Mr. Enos informed the Board that he received a request yesterday from the Park & Recreation Commission to appoint Michele Good as the Playground Supervisor for the Summer Program. Mr. Enos stated that the reason for this late request was that the Park & Recreation Commission did not meet until Tuesday night. Mr. Enos stated that Ms. Goode was the only applicant for this position and served in this role at last year's Summer Program as well. Mr. Enos stated that the Park & Recreation Commission has requested appointment for this position as soon as possible to help the Program Director conduct interviews for the Counselor positions, as well as assist with the Summer Program Registration days. Mr. Brady made a motion to approve Michele Goode as the Playground Supervisor for the Summer Program at a Grade G11, Step 2 at the rate of \$14.56 per hour. Mr. Beckerman seconded the motion. The motion carried.

Mr. Enos informed the Board that he will attend a joint meeting on May 16, 2019 between the Planning Board and School Committee regarding matters pertaining to the recent building development projects and the potential impact of these projects to the Town's resources.

Mr. Enos stated that May 11, 2019 will be Community Clean-Up Day. Anyone interested in volunteering should contact Health Agent Kathleen Waldron.

Mr. Enos informed Mr. Brady that he is researching Mr. Brady's request to find programming to assist senior citizens of the rising tax costs. Mr. Enos stated that there are many programs that are available, most of which are run by the state. He will consult the Assistant Assessor and the Council on Aging Director on this matter and report back to the Board with more information on the processes needed to join these programs.

Mr. Enos stated that he and the Board received a letter from the Chair of the Conservation Commission requesting the need for a Conservation Agent. Mr. Enos stated that he has been in contact with someone



who does that type of work for a proposal. He has also asked Mr. Lalli to draft a memorandum regarding the need for a Conservation Agent. Chairman Rose also requested that the Conservation Commission hold a public meeting regarding this matter with this item listed specifically on their agenda.

Mr. Enos stated that he continues to work on improvements regarding Town Hall maintenance for items such as the fascia board, West Wing renovation and generators for the buildings. He is working with the DPW and consultants for street line painting as well as water treatment consultants. Chairman Rose requested that Mr. Fitzgerald provide weekly reports on the status of the Brentwood Rehabilitation project as he had done in the fall when the water pipes had been replaced. These weekly updates should be placed on the Town website.

Chairman Rose requested that the Designer Selection Committee provide an update at the next meeting on the progress of the new Public Safety Building and the opening date. He also requested an update on the status of the renovation project for the Fire Station.

Mr. Beckerman asked Mr. Enos to draft a job description for a maintenance supervisor to oversee the Town's facilities.

### Adjournment

At 8:40 p.m., Chairman Rose requested the Board make a motion to conclude the Regular Session. An Executive Session would begin after the Open Session for the purposes of discussing Collective Bargaining with Union Bargaining Units and Employment Agreements with Non-Union Personnel, and to discuss strategy with respect to litigation, all of which could prove detrimental, if discussed during the Open Session. Mr. Beckerman made a motion to adjourn the Regular Session. Mr. Brady seconded the motion. The motion carried.

A roll call vote was taken.

Mr. Brady voted aye.

Mr. Beckerman voted aye.

Chairman Rose voted aye.

The Board would reconvene in Open Session for the sole purpose of adjournment. At 9:00 p.m., Mr. Beckerman moved to adjourn the meeting. Mr. Brady seconded the meeting, so voted 3-0.

Respectfully submitted,



Shanna M. Faro  
Executive Assistant to the Town Administrator

## LIST OF DOCUMENTS

1. Meeting Agenda
2. April 18, 2019 Meeting Minutes (Regular Session)
3. Annual Town Meeting Warrant – Finance Committee Report
4. Comparative Market Analysis – 14B North Main Street
5. Authority to File Application with the MassDEP, for State Financial Assistance for Drinking Water Protection Projects
6. Weston & Sampson Engineers, Inc. Agreement for Professional Services
7. Tata & Howard, Inc. Agreement for Professional Services
8. Request for Appointment Letter by Doreen Gouthro to Historical Commission
9. Memorial Day Parade Permit
10. Memorandum of Understanding with the Town of Abington for Solar Credit Purchasing Agreement
11. Personnel Action Form for Ronald Mahan – Compost Site Attendant
12. Personnel Action Form for Meghan Mallett – COA Van Driver
13. Subordination Request Memorandum from Community Development Office for 55 Thayer Avenue in West Bridgewater
14. Street Opening Permit Application by Columbia Gas for 110 Ladge Drive
15. Street Opening Permit Application by Columbia Gas for 200 Central Street
16. Street Opening Permit Application by Columbia Gas for 67 Robbins Street
17. Personnel Action Form for Michele Goode – Summer Program Playground Supervisor
18. Memorandum from Conservation Commission Chair Kevin Mooney re: Conservation Agent