

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



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**BOARD OF SELECTMEN MEETING
MONDAY, MARCH 16, 2020
EMERGENCY SESSION
12:00 P.M.**

TOWN OF AVON
2020 MAR 20 A 11:30
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
Fire Chief Robert Spurr
Kathleen Waldron, Health Agent

Attendees: Daniel Norian, Finance Committee
Gerald Picardi, Board of Health
Brian Martin, Assistant DPW Director
Julie Murray, Library Trustees
Nancy Puckett, Council on Aging Board
Peter Marinelli, Highway Foreman
Kathy McDonald, School Business Coordinator
W. Bruce Lane, Board of Assessors
Robert Borden, Building Commissioner
Gene Mazzella, Council on Aging Director
Sherry Guilbault, Housing Authority Director
Police Chief Jeffrey Bukunt
Matthew Doucet, Capital Planning Committee
Patricia Bessette, Town Clerk
Joseph Molnar, Assistant Library Director
Jason Suzor, Planning Board
Ralph Jensen, Board of Health
Scott Hulien, IT Director
Paul Sullivan, Assistant Assessor
Christine Godino, Superintendent of Schools
Dan Hart, Park & Recreation Commission
Robert Ogilvie, Board of Health
William Fitzgerald, DPW Director
Jennifer Mayo, Youth Program Director
Karen Johnson, Council on Aging Board
Erin Barry, Town Accountant
Deb Morin, Treasurer/Collector

Conor LaHiff, IT Department
Christine Clifford, DPW
Paul Chute, Library Trustee
Tracy Sheehan, School Committee
Michael Lawler

COVID-19

Chairman Rose called the emergency meeting of the Board to order at 12:00 p.m. with all members present. The purpose of the meeting was to discuss the impact of the coronavirus (COVID-19) pandemic on the Town of Avon.

Chief Spurr gave a brief presentation and slideshow on the coronavirus providing facts such as what the virus is, the severity, symptoms, transmission of the disease, and the status of the pandemic, globally, nationally, and in the state of Massachusetts.

Chief Spurr informed the Board that President Trump declared the pandemic a National Emergency on March 13, 2020. Chief Spurr stated that Governor Baker declared that Massachusetts was in a State of Emergency on March 10, 2020. Chief Spurr stated that the implications of that declaration and the Governor's Order of March 15, 2020 include the closing of all schools for grades K-12 effective March 17, 2020 through April 7, 2020. In addition, no crowd gatherings of more than 25 people or more which include community, civic, public, leisure, faith-based events, sporting events with spectators, concerts, conventions, fundraisers, parades, fairs, and festivals in venues such as an auditorium, stadium, arena, large conference room, meeting hall, theater, gymnasium, fitness center, private club or any other confined indoor or outdoor space. Chief Spurr stated that another restriction in Governor Baker's Order states that any restaurant, bar, or establishment that offers food or drink shall not permit on-premises consumption of food or drink; provided that such establishment may continue to offer food for take-out and by delivery provided that they follow the social distancing protocols set forth in the Department of Public Health guidance. Chief Spurr informed the Board that grocery stores and pharmacies will be allowed to remain open during this State of Emergency.

Chief Spurr made the following recommendations to the Board of Selectmen during the pandemic which included closing the Avon Public Library to the public, and to consider closing the Town Hall and the Council on Aging to the public. The Fire Chief did recommend that the Council on Aging should still provide meals to the seniors, however, all meals should be distributed outside of the Senior Center via exterior pickup or home delivery only. The Fire Chief recommended that all onsite senior activities involving groups be cancelled at this time. Ms. Waldron reminded the Board of the importance of disinfecting and sanitizing rooms, door handles, knobs and other objects and to practice social distancing by keeping people at least six feet apart. Mr. Enos seconded Chief Spurr's recommendation that Town buildings be closed to the public beginning tomorrow and that he would work with Department Heads regarding a skeleton staff and working from home if necessary. Mr. Enos stated that several departments are essential including the Police and Fire Department, the Department of Public Works, Payroll and IT.

The Board requested input from different Department Heads on how to serve the public remotely. Superintendent Christine Godino informed the Board that a small staff was preparing bagged lunches for any student in need at the Butler Elementary School or Avon Middle-High School. Starting tomorrow, bagged lunch pickup will be available outside of the Butler Elementary School from 8:00 a.m. through 11:00 a.m. on Monday through Friday daily. She stated that the School Department is willing to assist the senior residents of the Town as well and make the lunches available to them as well. Ms. Godino will coordinate with the Council on Aging Director Gene Mazzella. Mr. Molnar stated that the Avon Public Library has been promoting the online apps for patrons of the library during the closure period. Ms. Morin stated that taxpayers are requested to utilize the drop box for payments located outside of Town

Hall near the USPS mailbox. She informed the Board that all except two Town Hall employees have switched to direct deposit of their paychecks in the event the building is closed to the public and employees. Ms. Mayo informed the Board that the Park & Recreation Winter Program had two remaining events left for the season which will be cancelled. Mr. Mazzella stated that the Council on Aging van will be available for grocery shopping and doctor's appointments only during this time. Ms. Guilbault informed the Board that the Housing Authority is closed to the public and that the community room at Fellowship Circle is currently closed. Ms. Guilbault stated that maintenance is being done inside the apartments for dire needs only at this time. Mr. Fitzgerald informed the Board that the DPW employees are each driving in their own truck to avoid direct contact. In addition, Mr. Fitzgerald has reached out to the NWRA in Stoughton as a backup plan in the event the Water Division employees can no longer perform their duties as a result of the coronavirus pandemic. Mr. Fitzgerald is also implementing additional cleaning procedures for the DPW's equipment.

Motions

Mr. Beckerman made a motion to declare a Local Emergency Declaration for the Town of Avon as of March 16, 2020 at 1:10 p.m. This Declaration of Emergency will remain in effect until notice is given, pursuant to the Board's judgment that the State of Emergency no longer exists. Mr. Brady seconded the motion. The motion carried.

Mr. Beckerman made a motion to close Town Hall to the general public until further notice and to follow guidance from the Town Administrator as to the allowance of employees to work from home if possible. Mr. Brady seconded the motion. The motion carried.

Mr. Brady made a motion to close the Council on Aging to the public until further notice but to allow the employees of that building doing public outreach and to work with the School Department to coordinate the distribution of meals to the seniors. Mr. Beckerman seconded the motion. The motion carried.

Mr. Beckerman made a motion to close the library to the public until further notice and to have the Human Resources Department review Mr. Molnar's question as to whether library personnel can perform their duties remotely. Mr. Brady seconded the motion.

Mr. Brady made a motion to close all public parks and playgrounds until further notice. Mr. Beckerman seconded the motion. The motion carried. Appropriate signage will be displayed at the parks.

Mr. Brady made a motion to restrict all meetings of Boards and Committees on an emergency basis only and for the Town Administrator to work with the IT Department to determine the appropriate off-site technology that is required for remote participation. Mr. Beckerman seconded the motion for discussion. Mr. Beckerman asked who would determine if the meeting was an emergency to which Chairman Rose stated that the Town Administrator would make the determination. The motion carried.

Mr. Brady made a motion to allow the Police Chief and Fire Chief to determine if their respective building lobbies should remain open or close to the public at their discretion. Mr. Beckerman seconded the motion. The motion carried.

Council on Aging

The Board met with Council on Aging Director Gene Mazzella to discuss the logistics of meal delivery, van sanitization and disinfectant between runs, other van restrictions regarding passenger transportation, and the health and safety of the Council on Aging employees during the pandemic.

ADJOURNMENT

At 3:00 p.m., Chairman Rose requested the Board make a motion to conclude the Emergency Session. Mr. Beckerman made a motion to adjourn the Emergency Session. Mr. Brady seconded the motion. The vote was unanimous.


A roll call vote was taken.

Mr. Beckerman voted aye.

Mr. Brady voted aye.

Chairman Rose voted aye.

Respectfully submitted,

A handwritten signature in cursive script that reads "Shanna M. Faro".

Shanna M. Faro

Executive Assistant to the Town Administrator