

BOARD OF SELECTMEN
Steven P. Rose, Chairman
Eric S. Beckerman, Clerk
Jason L. Suzor, Associate

Gregory S. Enos
TOWN ADMINISTRATOR

Town of Avon Massachusetts



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TOWN OF AVON
2020 OCT -2 A 10:11
TOWN CLERK

BOARD OF SELECTMEN
THURSDAY, SEPTEMBER 17, 2020
6:30 P.M.

Members Present: Steven P. Rose, Chairman
Eric S. Beckerman, Clerk (via videoconference)
Jason L. Suzor, Associate (via videoconference)

Others Present: Gregory S. Enos, Town Administrator
Shanna M. Faro, Executive Assistant (via videoconference)
Joseph S. Lalli, Esq., Town Counsel (via videoconference)
Fire Chief Robert Spurr (via videoconference)
Kathleen Waldron, Health Agent (via videoconference)
William Fitzgerald, DPW Director (via videoconference)
Ann Fogg, Library Director (via videoconference)
Jennifer Mayo, Program Director, Park & Recreation (via videoconference)
Aidee Cira, District 5 Highway Maintenance Engineer, MassDOT
(via videoconference)

Chairman Rose announced that pursuant to Governor Baker's March 12, 2020 Order suspending certain provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public was permitted, but every effort was made to ensure that the public can adequately access the proceedings as provided for in the Order. Chairman Rose reminded the viewing audience that persons who would like to view this meeting while in progress may do so by watching local cable on Channel 9 or joining the Zoom link for the videoconference in session. Links to watch the recorded meeting will be available on the Avon Cable Access website www.avontv.org.

Chairman Rose called the meeting to order at 6:30 p.m. with all members present. Chairman Rose was present in the Mary McDermott meeting room, while Mr. Beckerman and Mr. Suzor were present through the videoconference Zoom. Each Board member acknowledged their presence at the meeting by responding in the affirmative during the roll call. In addition, all anticipated speakers acknowledged their presence by responding in the affirmative when Chairman Rose called their names.

Fire Chief Robert Spurr led the meeting in the Pledge of Allegiance.

Public Participation

None

Meeting Minutes

Mr. Beckerman made a motion to accept the meeting minutes of September 3, 2020 (Regular Session) as written. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

UNFINISHED BUSINESS

COVID-19 Updates & Update on Town Offices Opening Plan

Chief Spurr stated that the number of positive coronavirus cases in Avon remain low as well as some of our neighboring communities. Ms. Waldron stated that with the fall approaching, there is a chance that Avon will see a spike in COVID 19 cases. Ms. Waldron stated that if five residents test positive in a fourteen-day period, Avon's color code as dictated by the state will change from unshaded to red.

The Board requested an update on the town offices opening plan from the Town Administrator. Mr. Enos recommended that the Board consider expanding the hours back to the normal, operating hours of Town Hall as employees are still currently working on a reduced schedule. Mr. Enos recommended the Board approve the regular operating hours of Town Hall, however, to continue to keep Town Hall closed to the public by appointment only for the next two weeks. Mr. Enos stated that he is still working on the proper social distancing signage for Town Hall to reopen to the public. Mr. Enos stated that there is currently one employee at Town Hall that has a space issue, that he will relocate to another office in Town Hall. Mr. Enos stated that the same issue applies at the Council on Aging where an employee will have to be relocated. Mr. Beckerman made a motion to reinstate the normal operating hours of Town Hall and the Council on Aging for employees effective September 21, 2020 and to review opening town offices to the public in two weeks. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Ms. Fogg informed the Board that she was anxious for the library employees to return to their normal operating hours, however, the library is currently short-staffed which is making coverage for opening the library on Saturdays problematic. Ms. Fogg proposed reopening the library to its regular hours for patrons but suggested closing the library to the public thirty minutes earlier each day to allow for the proper cleaning of the facility each night. Ms. Fogg requested assistance from the Board for opening the library on Saturdays. Chairman Rose suggested Ms. Fogg work with Ms. Faro to hire some temporary employees to assist while the library is short-staffed.

NEW BUSINESS

Request from MassDOT to install a manhole on Connolly Road

Ms. Cira introduced herself to the Board as the District Five Highway Maintenance Engineer for MassDOT. Ms. Cira stated that the Highway Division has been working towards improving drainage at the intersection of Route 28 and Connolly Road related to stormwater ponding within the state roadway during peak rainfall events. Ms. Cira stated that over the past four years, MassDOT has researched the possibility of adding additional catchment within the state highway layout and has worked with Norfolk County Mosquito Control to improve the outfall area for the drainage system at this intersection. Ms. Cira stated that after careful review, it was determined that the runoff ponds on the roadway are due to the configuration of the drainage line that connects to the outfall. Ms. Cira showed the Board some pictures of the stormwater ponding at the intersection of Connolly Road near Avon Auto Brokers during the spring of 2020.

Ms. Cira informed the Board that the existing drainage system at the intersection connects with a 235 feet drainage line on Connolly Road and then enters private property at 91 Connolly Road with a right-angle bend under the roadway. The drainage line continues around private property to finally discharge to a wetland area that flows to Trout Brook. Ms. Cira stated that MassDOT's 1930 construction plan and drainage easement indicate a 140 feet drainage line on Connolly Road. Ms. Cira further stated that MassDOT does not have any records of modifications performed to the original state drainage easement that could have taken place in the past by developers during the construction of the residential area that currently exists on the town's roadway.

Ms. Cira requested permission from the Board to install a drainage manhole at the right-angle bend that is in front of the residence at 91 Connolly Road. Ms. Cira stated that MassDOT believes that this will allow for a smooth flow transition that connects the stormwater that comes from the intersection and goes to the outlet area. Chairman Rose expressed concern that installing a manhole will not be enough to improve the current situation and asked Ms. Cira if there were other alternate solutions should the manhole not fix the problem. Ms. Cira stated that installation of the manhole would be the first step to resolving this issue. She stated that MassDOT was hesitant to do something expensive if it is not going to work. Therefore, she requested permission to install the manhole as a first step and to reevaluate the intersection after that is done. Mr. Beckerman made a motion to allow MassDOT to install a drainage manhole with a sump on Connolly Road contingent upon the approval by legal counsel. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Opening of Bids for Street Paving Contract

Mr. Fitzgerald informed the Board that he had GCG Associates, Inc. review the bids for the Street Paving and Site Work, Bid No. 2021-PWI. Mr. Fitzgerald stated that the town received three bids with the lowest bidder being contractor T.L. Edwards, Inc. in the amount of \$5,532,053. Mr. Fitzgerald stated that GCG reviewed T.L. Edwards' bid package and references. The company has also been the town's annual paving contractor for the past three years and is listed as a MassDOT prequalified pavement surfacing contractor. Based on those facts, Mr. Fitzgerald stated that GCG recommended that the street paving contract be awarded to T.L. Edwards, Inc. Mr. Beckerman made a motion to award the street paving contract for Fiscal Year 2021 to T.L. Edwards, Inc. with the stipulation that the standard contract be approved to form by Town Counsel and the funding for this contract be verified by the Town Accountant. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Water Management Act Grant Proposal

Mr. Fitzgerald requested the Board review the Water Management Act Grant Proposal. Mr. Fitzgerald informed the Board that he is actively working on this grant and will have more information at a later meeting date.

Tata & Howard Proposal for Water Loss Control Plan

Mr. Fitzgerald presented a proposal from Tata & Howard for a Water Loss Control Plan in accordance with the requirements of the town's Water Management Act Final Permit. The scope of services will include a Phase One Water Loss Control Plan and a Phase Two Water Conservation Education and Outreach Plan. Mr. Fitzgerald stated that the total fee for this proposal is \$10,700. Mr. Beckerman made a motion to approve the Tata & Howard proposal for Water Loss Control Plan. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Tata & Howard Proposal for General Engineering Services

Mr. Fitzgerald presented a proposal from Tata & Howard for 2020/2021 general engineering services for the town's water distribution system. Mr. Fitzgerald stated that the total amount of the contract will not exceed \$15,000. Mr. Fitzgerald stated that the scope of services will include assisting the DPW Director on technical matters, conduct hydraulic simulations to evaluate the distribution system, assist in the preparation of the 2020 Consumer Confidence Report, prepare reports for DEP, and conduct one session of Emergency Response Plan training. Mr. Beckerman made a motion to approve the Tata & Howard proposal for general engineering services not to exceed \$15,000. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Application for Temporary Sign Permit

Mr. Beckerman made a motion to approve the temporary sign permit for four 18 inch wide by 11 feet high vinyl, flag banners announcing the grand opening of Tire Guys on 242 West Main Street from September 18, 2020 through November 13, 2020 with the stipulation that if the applicant does not own the building, he will receive written permission from the landlord approving the sign request and submit to the Board prior to releasing the permit. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Surplus Equipment Request

Mr. Beckerman made a motion to approve the request from the Park & Recreation Commission to surplus one HSM broken shredder, two black 5' tables and one brown 6' table. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Announcements

Chairman Rose announced that the October meetings of the Board will be October 1, 2020. That meeting will be held remotely using the videoconference Zoom. The second meeting of the month will be held on October 15, 2020 and is yet to be determined if it will be an in-person meeting or videoconference.

Chairman Rose announced the Boards and Committees that have vacancies. Chairman Rose stated that the elected Boards of the Library Trustees, Park & Recreation and Planning Board all have vacancies. Chairman Rose stated that the appointed Boards consisting of the Conservation Commission, Cultural Council, Capital Planning Committee and Historical Commission all have vacancies. Interested candidates should submit a written letter of interest to the Board of Selectmen. Chairman Rose stated that the Finance Committee also has vacancies. Letters of interest for the Finance Committee should be addressed to the Town Moderator. Chairman Rose stated that all letters of interest must be submitted by September 28, 2020. The Board will review these letters at their October 1, 2020 meeting.

Town Administrator's Report

Mr. Enos informed the Board that the staff has been doing a tremendous job and employees have gone above and beyond their call of duty during the coronavirus pandemic. Chairman Rose suggested an employee appreciation event to thank the staff for their hard work.

Mr. Enos stated that he continues to work on the ADA grant which will include town buildings and the playgrounds. Mr. Enos informed the Board that hand sanitizing stations will be installed at the town's

parks and playgrounds. Mr. Enos stated that he is also working on an IT grant for security and to ensure safety measures are in place for Town Hall.

Adjournment

At 7:36 p.m., Chairman Rose requested the Board make a motion to conclude the Regular Session and to convene in Executive Session to discuss strategy with respect to collective bargaining (Police, Fire & AFSCME) and to conduct strategy sessions in preparation for negotiations with non-union personnel (COA Director) and to consider the purchase, exchange, taking, lease, or value of real property (Sewer IMA with the City of Brockton) as such discussions may have a detrimental effect on the negotiating position of the governmental body, so declared by the Chair. Mr. Beckerman made the motion to conclude the Regular Session and convene in Executive Session for the reasons stated above. Mr. Suzor seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Respectfully submitted,



Shanna M. Faro
Executive Assistant to the Town Administrator

LIST OF DOCUMENTS

1. September 17, 2020 Meeting Agenda
2. September 3, 2020 Regular Session Meeting Minutes
3. Letter from MassDOT District 5 Highway Director Mary Joe Perry to William Fitzgerald dated 09/15/20 regarding Route 28 at Connolly Road Drainage Improvement Request
4. Fiscal Year 2021 Street Paving Bid Results
5. Tata & Howard Water Management Act Grant Proposal September 2020
6. Tata & Howard Proposal for General Engineering Services
7. Temporary Sign Permit Application for Tire Guys
8. Letter from Jennifer Mayo to Shanna Faro dated 09/17/20 regarding request to surplus equipment
9. Boards and Committees – List of Vacancies