

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 16 A 10:41
TOWN CLERK

BOARD OF SELECTMEN
THURSDAY, OCTOBER 1, 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)
Tracy Self, Chair, Designer Selection Committee (via videoconference)
Don Velozo, Architectural Consulting Group (via videoconference)
Representative William Galvin (via videoconference)
Senator Walter Timilty
Christine Quinn (via videoconference)
Peter Marinelli (via videoconference)
Rami Sidani (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.

Senator Walter Timilty led the meeting in the Pledge of Allegiance.

Public Participation

None

Pinning Ceremony for New Firefighter Christopher Sullivan

Chief Spurr announced that Christopher Sullivan recently passed the Fire Academy and is now a full-time firefighter with the Avon Fire Department. Chief Spurr stated that unfortunately, due to COVID 19, there was no graduation ceremony at the academy. Chief Spurr was pleased to inform Mr. Sullivan that Senator Timilty was in attendance tonight to give the proper recognition to Mr. Sullivan. Senator Timilty gave Mr. Sullivan a Citation from the State House for his recent accomplishment. Representative Galvin congratulated Mr. Sullivan and welcomed him to the Avon Fire Department.

Meeting Minutes

Mr. Beckerman made a motion to accept the meeting minutes of September 17, 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 informed the Board that Avon has now been designated as a red community with seven active coronavirus cases. Chief Spurr stated that due to the town's size, Avon can only be categorized as a gray community or a red community. Chief Spurr stated that Avon will be listed as a red community for this week and new results will come through next Wednesday, October 7, 2020. Chief Spurr stated that the age group for infections seems to be primarily from people out in the work force and younger people in their 20's or 30's having social gatherings and parties. Ms. Waldron requested that anyone experiencing symptoms should get tested for COVID 19. Ms. Waldron stated that local testing sites are available in Randolph and people will get their results between 24 to 72 hours. Ms. Waldron reminded everyone of the importance of staying vigilant by wearing masks and social distancing. Mr. Enos recommended to the Board that Town Offices remain closed to the public and to review this decision in another two weeks. The Board agreed with Mr. Enos' recommendation.

NEW BUSINESS

Designer Selection Committee Change Orders

Mr. Velozo presented the Board with Change Order No. 001 in the amount of \$3,676.16. Mr. Velozo stated that there was a fee of \$562.16 to remove some assumed asbestos. There was also some unknown, black substance which was potentially hazardous that had to be removed. Mr. Velozo stated that the charge in the amount of \$3,114 is the fee for foundation pinning as the contractor discovered that there was no foundation that was presumed in the architect's drawing. Mr. Beckerman asked how this was not discovered from the architect prior to construction. Mr. Velozo stated that the architect will deduct a portion of his fees to make up for the difference in this oversight. Mr. Beckerman made a motion to approve Change Order No. 001 in the amount of \$3,676.16. 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.

Street Opening Permit for Water Service for Avon Fire Station

Mr. Beckerman made a motion to approve the Street Opening Permit from RJ Roy and Sons, Inc. for new water service at the Avon Fire Department on 150 Main Street with the stipulation that the contractor sign the supplement to the application as required. 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.

Request for Bylaw Change for Self-Service Gas Station at 273 East Main Street

Mr. Rami Sidani introduced himself to the Board. He stated that his client Eli Elkhaouli owns the gas station at 273 East Main Street. Mr. Sidani stated that it is the owner's intent to raze and rebuild the existing fuel station with auto repair to a fuel station with a convenience store. Mr. Sidani requested a waiver from the town's bylaw to allow self-serve fuel sales at the renovated gas station. Mr. Sidani stated that the Planning Board held a hearing on this project on August 6, 2020 which was continued to September 3, 2020. Mr. Sidani stated that the Planning Board has not voted on this project yet as an extension was required for additional site plan review, however, the Planning Board seems to be in favor of the project. Mr. Sidani stated that his client will only pursue the project if the town allows for self-serve fuel sales. Chairman Rose informed Mr. Sidani that town bylaw changes can only be made through a vote at Town Meeting. Chairman Rose stated that the Board of Selectmen does not issue waivers for bylaw changes. Chairman Rose stated that the proper course of action for this project is continue with the hearings held by the Planning Board, petition for the submission of an article for an Annual Town Meeting and if passed, the article would then be submitted to the Attorney General's Office for review. Chairman Rose informed Mr. Sidani that the process could take some length of time. Mr. Sidani thanked the Board for the information and departed from the meeting.

2020 State Election Warrant

Mr. Suzor made a motion to authorize the Board to sign the November 3, 2020 State Election Warrant. Mr. Beckerman seconded the motion. A roll call vote was taken. Mr. Beckerman voted aye. Mr. Suzor voted aye. Chairman Rose voted aye. The motion carried.

Snowplow Contracts

Mr. Beckerman made a motion to approve the recommendation of the DPW Director and award the snowplowing contracts for the 2020-2021 year to T.L. Edwards and Nye Corporation. The rates will be \$200 per hour for a large loader, \$175 per hour for a loader, and \$105 per hour for a six-wheel, 4WD plow vehicle. The final contract needs to be reviewed by Town Counsel as to form before it is signed by the Board. 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 Rates

Mr. Fitzgerald reminded the Board that pursuant to discussions over the past few years, the proposed rates are intended to continue to reduce the taxpayer subsidy of water system costs, as well as to meet the state requirements that water rates recover water costs, over a reasonable amount of time. Mr. Fitzgerald informed the Board that the base and consumption charges that show on the bill represent about 85% of water revenues. Mr. Fitzgerald proposed a 2% a year increase in costs. Mr. Fitzgerald stated that subsequent increases of 8% will result in direct costs being covered in about Fiscal Year 27. For Fiscal Year 2021, Mr. Fitzgerald proposed a base charge increase of \$5.00 from \$75 to \$80. Tier 1 of water usage (0-1,400 cf) would increase from \$0.50 per ccf to \$0.75 per ccf. Tier 2 of water usage (1,401 to 4,000 cf) would increase from \$2.95 per ccf about 1,400 to \$3.10 per ccf above 1,400. Tier 3 of water

usage (4,001 to 8,000 ccf) would increase from \$3.95 per ccf above 4,000 to \$4.10 per ccf above 4,000 and Tier 4 of water usage (8,001 ccf and above) would increase from \$5.75 per ccf above 8,000 to \$5.95 per ccf above 8,000. Mr. Marinelli requested the Board consider deferring raising the water rates by six months as many residents are struggling financially due to the COVID 19 pandemic. Mr. Fitzgerald stated that the average bill would only increase by \$20 annually. Mr. Fitzgerald stated that the DPW would never shut off water to a family in need. Mr. Beckerman stated that he thought the increase was fair. Mr. Beckerman made a motion to approve the water rate increase for Fiscal Year 2021 as recommended by Mr. Fitzgerald. 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.

Social Media Policy

Mr. Enos informed the Board that the Town of Avon does not currently have a Social Media policy. Mr. Enos presented a draft policy for the Board to review to provide rule and regulations to employees as to the proper management of town-owned sites, managing the sensitive nature of the boundaries of their personal social media accounts to prohibit the disclosure of privileged town information, and managing what employees do on town-owned computers. Mr. Enos stated that employees should be aware of the ramifications of misconduct on social media as outlined in the draft policy. Mr. Enos stated that labor counsel has reviewed the draft policy. Mr. Beckerman requested that town counsel review the policy as well. Chairman Rose requested that the Board review the draft social media policy and forward any comments to the Town Administrator and have Town Counsel review all comments and the draft policy for his revisions prior to final approval.

Appointment of Council on Aging Director

Mr. Enos informed the Board that the Town was fortunate to receive many resumes for the Council on Aging Director position. An interview panel consisted of Mr. Enos, Mr. Beckerman, Ms. Johnson, and Ms. Faro. The first round of interviews was held virtually while the second round was conducted in-person. Mr. Enos stated that a conditional offer of employment was issued to Ms. Christine Quinn. Mr. Enos announced that Ms. Quinn has successfully completed all pre-employment requirements. Ms. Quinn introduced herself and thanked the Board for this opportunity to serve the seniors of Avon. Mr. Beckerman made a motion to authorize the Board to sign the Employment Agreement for Ms. Christine Quinn as the Council on Aging Director. 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.

Appointment of Temporary Part-Time Library Circulation Assistant

Mr. Beckerman made a motion to appoint Emily Smith as a Temporary Part-Time Library Circulation Assistant at a Grade F6, Step 7 at the rate of \$13.76 per hour effective October 6, 2020. 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.

Appointments to Boards and Committees

Mr. Enos informed the Board that he received two letters of interest for individuals seeking to serve on elected Boards. Mr. Enos stated that Mr. Jason L. Suzor, Jr. has requested to fill the vacant seat on the Planning Board. Mr. Enos stated that Ms. Nancy Puckett has requested to fill the vacant seat on the Library Trustees. Mr. Enos stated that both the Planning Board and Library Trustees have assented to these requests. Both designees would fill the seat until such time as the April 13, 2021 election where they would have to pull papers and run for the seat.

Mr. Beckerman made a motion to appoint Jason L. Suzor, Jr. to the Planning Board. Chairman Rose seconded the motion. Mr. Suzor abstained. A roll call vote was taken. Mr. Beckerman voted aye. Chairman Rose voted aye. The motion carried.

Mr. Beckerman made a motion to appoint Nancy Puckett to the Library Trustees. 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.

Town Administrator's Report

Mr. Enos informed the Board he is working on an IT grant as a part of the Community Compact Agreement. Mr. Enos continues to work on an ADA grant as well. Mr. Enos informed the Board that he anticipates a few more new hires to present to the Board at their next meeting. Mr. Enos stated that he will soon begin focus on the Fiscal Year 2022 budget.

Chairman Rose thanked Mr. Fitzgerald for his efforts on the Mass Works Central Street grant application.

Adjournment

At 8:02 p.m., Chairman Rose requested the Board make a motion to adjourn the Regular Session. Beckerman made a motion to adjourn. 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. October 1, 2020 Meeting Agenda
2. September 17, 2020 Regular Session Meeting Minutes
3. Change Order No. 001- Fire Station Renovation Project
4. Street Opening Permit Application – RJ Roy & Sons, Inc. – Avon Fire Station
5. Warrant for 2020 State Election
6. Memo from W. Fitzgerald to Board of Selectmen dated 09/30/20 re: snowplow contracts for 2020-2021
7. Draft Town of Avon Social Media Policy
8. Employment Agreement for COA Director
9. Personnel Action Form for Temporary Part-Time Library Circulation Assistant
10. Letter from Jason L. Suzor, Jr. dated 06/17/20 requesting appointment to the Planning Board
11. Letter from Nancy Puckett dated 08/31/20 requesting appointment to the Library Trustees