

SELECT BOARD
Eric S. Beckerman, Chair
Jason L. Suzor, Sr., Clerk
Shannon M. Coffey, Associate

Jonathan L. Beder
TOWN ADMINISTRATOR

Town of Avon Massachusetts



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AVON TOWN CLERK
REC'D JAN 5 2024 AM 8:10

SELECT BOARD
THURSDAY, DECEMBER 21, 2023
MARY MCDERMOTT MEETING ROOM
7:00 P.M.

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

Others Present: Jonathan L. Beder, Town Administrator
Shanna M. Faro, Executive Assistant/HR Coordinator
Interim Fire Chief Kevin Partridge
Brian Martin, Assistant DPW Director
Elise LaForge, Library Director (via videoconference)

Mr. Beckerman called the meeting to order at 7:00 p.m. with all members present. Mr. Beckerman announced that this meeting of the Select Board is being conducted via a hybrid method. The public may attend the Select Board meetings in-person or may continue to participate via remote Zoom access. Mr. 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.

Captain Lucio led the meeting in the Pledge of Allegiance.

Public Participation

None

Pinning Ceremony for Captain Matthew Lucio

Chief Partridge was pleased to announce that Firefighter Matthew Lucio has been promoted to the position of Captain. Captain Lucio was pinned by his wife Megan. The Board congratulated Captain Lucio on his accomplishment and wished him well.

Meeting Minutes

Mr. Suzor made a motion to approve the December 7, 2023 (Regular Session) meeting minutes as written. Ms. Coffey seconded the motion. The motion passed.

UNFINISHED BUSINESS

None

NEW BUSINESS

Appointment of Interim DPW Director

Mr. Beckerman announced that Mr. Fitzgerald has decided to retire. Mr. Fitzgerald was the first DPW Director for the Town of Avon when it was determined that the Highway Department and the Water Department would merge in 2014. The Board thanked Mr. Fitzgerald for his years of service and wished him well upon his retirement. Mr. Beder stated that Assistant DPW Director Brian Martin has agreed to become the Interim DPW Director until such time that a permanent Director is appointed. Mr. Suzor made a motion to appoint Brian Martin as Interim DPW Director. Ms. Coffey seconded the motion. The motion carried. Mr. Suzor made a motion to approve the Personnel Action Form for Mr. Martin at Grade 19, Step 1 effective December 18, 2023. Ms. Coffey seconded the motion. The motion passed.

Avon Public Library Policies

Patron Behavior & Safety Policy

Ms. LaForge informed the Board that the library has always had a policy on behavior. She has amended it to rephrase a few rules and regulations, but no significant changes have been made to this policy. Ms. LaForge stated that it has been approved by the Library Trustees and they will vote to approve and ratify this policy at their first meeting in January. Mr. Beder stated that the Town Counsel has reviewed this policy as well. Mr. Suzor made a motion to approve the amended Patron Behavior and Safety Policy for the Avon Public Library. Ms. Coffey seconded the motion. The motion carried.

Visiting Minors Policy

Ms. LaForge informed the Board that this policy has been amended to include a rule that if a minor is not in compliance with the Patron Behavior & Safety Policy, the minor will be asked to leave the library and they will not be allowed back until they have arranged a meeting in which they, their parent or guardian, and the Library Director discuss the problematic behaviors and what is expected in order for the minor to return to the library. If that same minor continues to violate the Patron Behavior & Safety Policy, they will no longer be allowed to visit the library unless they are under the direct supervision of an adult during the entire duration of their visit. Ms. LaForge stated that it has been approved by the Library Trustees and they will vote to approve and ratify this policy at their first meeting in January. Mr. Beder stated that the Town Counsel has reviewed this policy as well. Mr. Suzor made a motion to approve the amended Visiting Minors Policy for the Avon Public Library. Ms. Coffey seconded the motion. The motion passed.

Temporary Sign Permit

Mr. Suzor made a motion to approve the Temporary Sign Permit for (20) 12 x 18 lawn signs advertising registration for Avon Youth Baseball on private residences from December 22, 2023 through February 10, 2024 and to waive the permit fee. Ms. Coffey seconded the motion. The motion carried.

New Year's Eve Hours for Restaurant Alcohol Licenses

Mr. Suzor made a motion to approve a 2:00 a.m. closing time to all On Premise Liquor License establishments on Sunday, December 31, 2023 in celebration of New Year's Eve. Ms. Coffey seconded the motion. The motion passed.

National Grid 2024 Yearly Operational Plan

Mr. Beder informed the Board that he has received correspondence from National Grid regarding the 45 Day Yearly Operational Plan as well as the 21-day herbicide application notification. This involves the treatment of overgrown shrubbery within the rights-of-way of power lines. Chair Beckerman requested that this notification be placed on the town's website as a notification to residents.

Wastewater and Water Feasibility Study Contract

Mr. Beder informed the Board that the Agreement for Professional Services between the Town of Avon and Weston & Sampson Engineers, Inc. to perform the Wastewater and Water Feasibility Study has been reviewed and approved by the Town Counsel. Mr. Suzor made a motion to approve and execute the Wastewater and Water Feasibility Study contract. Ms. Coffey seconded the motion. The motion carried.

Library Building Condition Assessment Contract

Mr. Beder informed the Board that the Agreement for Professional Services between the Town of Avon and Weston & Sampson Engineers, Inc. to perform the library building conditional assessment has been reviewed and approved by Town Counsel. Mr. Suzor made a motion to approve and execute the Library Building Condition Assessment contract. Ms. Coffey seconded the motion. The motion passed.

ARPA Funding Request

Mr. Beder informed the Board that the Town currently has a balance of \$465,184 in the Federal American Rescue Plan Act (ARPA) disbursement. Mr. Beder stated that these funds must be committed by December 2024 and spent by December 2026. Mr. Beder stated that in assembling the capital project list for 2025, two projects emerged in which to best utilize these funds. The first request is to purchase self-contained breathing apparatus (SCBA) for the Fire Department. Chief Partridge is requesting \$312,000 to purchase 26 new modern SCBA. The current SCBA owned by the Fire Department does not meet the NFPA standards and most are beyond their service life. The second request is for a repeater site backup generator, transfer switch, and installation for the DPW, Police, and Fire Department. Mr. Beder stated that the request is for \$15,000 and will replace the old/outdated and not working backup generator at the radio site with an automatic cutover switch. Mr. Beder stated that both requests are eligible uses of the ARPA funds and will provide significant value to public health and safety. Mr. Suzor made a motion to approve the purchase of the self-contained breathing apparatus and repeater site backup generator from ARPA funds. Ms. Coffey seconded the motion. The motion carried.

Preliminary Fiscal Year 2025 Budget and Capital Discussion

Mr. Beder informed the Board that he and the Finance Team have been working diligently on the draft budget for Fiscal Year 2025. He provided the Board with estimated revenue figures, current stabilization fund balances, and a proposed list of capital projects. Mr. Beder proposed joint Budget Workshop meetings with the Finance Committee on January 11, 2024 for Police, Fire, DPW, and the School Departments and January 25, 2024 for the Board of Health, Library, and Council on Aging.

Announcements

Mr. Beckerman announced that the January meetings of the Board will be January 4, 2024 and January 25, 2024.

Town Administrator's Report

Mr. Beder stated that he had a phone call with MassDOT regarding the Spring Street/Harrison Boulevard – Route 28 Roadway Improvement Project. This complete road reconstruction project will address a variety of much needed accommodations to the two adjacent intersections which has a significant crash history and is a priority project for the state. Design plans include a potential roundabout and traditional intersection to the north. Mr. Beder stated that preliminary design plans should be available in June 2024. The project is scheduled to be advertised for construction in 2026.

Mr. Beder informed the Board that he and Ms. Faro had a meeting with representatives from the Town of Stoughton to discuss the concept of sharing assessors' services. The discussion led to other areas of shared services such as trash collection, visiting nurses, and engineering support.

Mr. Beder stated that the Finance Director has received the original payment in the amount of \$25,000 from the first Host Community Agreement with INSA. A revised Host Community Agreement based on the new regulations has been sent from Town Counsel to the representatives of INSA to review.

Mr. Beder informed the Board that the town has engaged the services of the Old Colony Planning Council and they have determined that the town exceeds the necessary threshold of 1.5% to utilize the Safe Harbor exception in accordance with 760 CMR Section 56, land use area. The ZBA, through Safe Harbor, can choose to deny or work with a future 40B project proponent to impose conditions.

Town Counsel's Report

None

Adjournment

At 7:50 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. Chair Beckerman voted aye. The motion passed.

Respectfully submitted,



Shanna M. Faro
Executive Assistant to the Town Administrator

LIST OF DOCUMENTS

1. December 21, 2023 Meeting Agenda
2. Meeting Minutes (11/13/23, 11/16/23, 11/18/23)
3. Personnel Action Form for Interim DPW Director Brian Martin
4. Avon Public Library Policy – Patron Behavior & Safety Policy

5. Avon Public Library Policy – Visiting Minors Policy
6. Temporary Sign Permit for Avon Youth Baseball
7. Memorandum to On Premises Alcohol Licensees regarding New Year's Eve hours
8. National Grid 2024 Yearly Operational Plan
9. Wastewater and Water Feasibility Study Contract
10. Library Building Condition Assessment Contract
11. Memorandum from Town Administrator regarding ARPA Funding Request
12. Estimated Revenue for Fiscal Year 2025, Current Stabilization Fund Balances, and Proposed Capital List
13. Town Administrator's Report