

**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 FEB 2 2024 AM 10:55

**SELECT BOARD**  
**THURSDAY, JANUARY 25, 2024**  
**MARY MCDERMOTT MEETING ROOM**  
**6:30 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/Human Resources Coordinator  
Joseph S. Lalli, Esq., Town Counsel  
Brian Martin, Interim DPW Director  
Christine Godino, School Superintendent  
Kathleen McDonald, School Business Coordinator  
Tracy Sheehan, School Committee Chair  
Adam Brillard, Esq., Prince Lobel Tye LLP (via videoconference)

Mr. Beckerman called the meeting to order at 6:30 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](http://www.avontv.org).

Christine Godino led the meeting in the Pledge of Allegiance.

**Public Participation**

None

**Meeting Minutes**

Mr. Suzor made a motion to approve the January 4, 2024 (Regular Session) meeting minutes as written. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the January 9, 2024 (Workshop Session) meeting minutes as written. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the January 11, 2024 (Workshop Session) meeting minutes as written. Ms. Coffey seconded the motion. The motion passed.

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

### **Stormwater MS4 General Permit**

Mr. Martin presented the Board with a contract from Comprehensive Environmental Inc. with a scope of work that will keep the town in compliance with its MS4 General Permit for stormwater. Mr. Martin informed the Board that Comprehensive Environmental, Inc. will help complete a list of items which needed to be completed by June 30, 2024 to maintain the permit. The items include training, inspections, general consulting, outfall screening, green infrastructure regulatory evaluation, and impaired waters report updates. Mr. Martin informed the Board that this permit must be filed every year. Mr. Suzor made a motion to approve the Agreement for Professional Services with Comprehensive Environmental, Inc. in the amount of \$34,500 for compliance to obtain the stormwater MS4 General Permit. Ms. Coffey seconded the motion. The motion passed.

### **Lead Service Line Grant**

Mr. Martin informed the Board that the authority to file form is from a previously approved contract with Tata & Howard to prepare a comprehensive service line inventory for both the public and private portions of water service lines that will be made publicly available. Mr. Martin stated that these forms were simply to change the names of the previous DPW Director to the Interim DPW Director's name, which is necessary for grant reimbursement for the project. Mr. Suzor made a motion to approve the change in authorization forms for the lead service line grant. Ms. Coffey seconded the motion. The motion carried.

### **Fiscal Year 2025 Budget**

Mr. Beckerman read each line item of the proposed Operating Budget for Fiscal Year 2025. If there were any objections or concerns about any line item, he requested the Board signify by stating "pass" on that line. Ms. Coffey passed on line 192 (Facilities Maintenance – Town Buildings). Ms. Coffey passed on line 391 Norfolk Agricultural. Mr. Beckerman requested the Board make a motion to approve all budgets that were not passed on with the stipulation that some departments may have changes due to assessments which the town has not yet received. Mr. Suzor made a motion to approve the proposed Operating Budget for Fiscal Year 2025 with the exception of lines 192 and 391. Ms. Coffey seconded the motion. The motion passed.

**192 – Facilities Maintenance – Town Buildings** – Ms. Coffey asked if the town is still moving forward with the proposed new position of a Facilities Manager for a salary of \$90,000. She asked Mr. Beder if there has been enough discussion with the Boards and Committees as to if this position was needed and financially feasible for Fiscal Year 2025. Ms. Godino informed the Board that this position is definitely needed for the School Department and ideally, they would like to get this position approved for next year to begin a transition plan from the School Business Coordinator to the Facilities Manager. Ms. McDonald stated that this employee would be given significant duties and a busy workload. Mr. Beder agreed that there is definitely a need for this position with aging buildings. Mr. Suzor wanted to ensure that if this position is split with the schools the workload would be evenly distributed between the school and town facilities. Ms. Godino informed the Board that the IT Department is currently a shared service with the town and schools, and it is working out very well. Mr. Beckerman asked if this job would require more than one person. Mr. Beder stated that the Facilities Manager may require administrative

assistance in the future. With no further questions from the Board, Mr. Suzor made a motion to approve the proposed budget for Fiscal Year 2025 for Facilities Maintenance – Town Buildings. Ms. Coffey seconded the motion. The motion passed.

**391 – Norfolk Agricultural** – Ms. Coffey asked why this line was budgeted for \$17,000 when in the past few years, only one student has attended that school. Ms. Coffey requested we reduce the line item by \$7,000 which would allow for two students to attend that school. Ms. Coffey made a motion to approve the 391 Norfolk Agricultural line item to \$10,000. Mr. Suzor seconded the motion. The motion carried.

#### **T-Mobile Lease Agreement**

Mr. Beder informed the Board that he has been working on finalizing the T-Mobile Lease Agreement for the Central Street Water tank since his arrival in June. Mr. Beder stated that the current lease expires this year. Mr. Beder informed the Board that this lease is very similar to the lease executed in 2009 by the Board. It is a five-year lease which may be renewed for three additional five-year terms. Mr. Beder stated that it has been reviewed by the Town Counsel. He also noted that counsel for T-Mobile, Adam Brailard, was on Zoom and available to answer any questions the Board may have on this subject. Mr. Suzor made a motion to approve and execute the T-Mobile Wireless Communications Lease Agreement. Ms. Coffey seconded the motion. The motion passed. Mr. Brailard thanked the Board, Mr. Beder, and Mr. Lalli for their assistance on this matter.

#### **Annual Town Meeting Warrant**

Mr. Suzor made a motion to open the Annual Town Meeting Warrant of May 7, 2024 with a closing date for submission of articles of February 8, 2024. Ms. Coffey seconded the motion. The motion passed. Mr. Beckerman stated that all articles should be submitted to the Town Administrator. He noted that the Finance Committee has requested a joint meeting with the Select Board at a future date to review the draft warrant. The Select Board will take that request under advisement.

#### **Presidential Primary Warrant**

Mr. Beckerman read the Presidential Primary Warrant of March 5, 2024 from 7:00 a.m. to 8:00 p.m. in the Mary McDermott room. Mr. Suzor made a motion to approve and sign the warrant. Ms. Coffey seconded the motion. The motion carried.

#### **Personnel Action Forms**

Mr. Suzor made a motion to approve the Personnel Action Form of Children's Library Assistant Diane Peterson for a step increase to a Grade 6, Step 3 in the amount of \$20.73 per hour effective January 30, 2024. Ms. Coffey seconded the motion. The motion passed.

Mr. Suzor made a motion to approve the Personnel Action Form of Council on Aging Van Driver Anthony Famaloro for a step increase to a Grade 2, Step 6 in the amount of \$17.43 per hour effective February 2, 2024. Ms. Coffey seconded the motion. The motion carried.

#### **Gift Acceptance**

Mr. Suzor made a motion to approve the gift acceptance from Malik Sabree of drone footage and photographs of the Robbins Street Conservation Area from December 2023 for the Town Planner to examine the feasibility and design of walking trails and/or bicycle trails through that area. Ms. Coffey seconded the motion. The motion carried.

### **Announcements**

Mr. Beckerman announced that the February meetings of the Board will be February 1, 2024 and February 15, 2024.

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

Mr. Beder stated that he attended the Massachusetts Municipal Association's Annual Conference last week with over 1,300 attendees. Governor Healy spoke at the conference and stated her plan to include a 3% local aide recommendation. She also discussed a municipal empowerment act which will provide several unique benefits intended to bring new efficiencies to municipal service.

Mr. Beder informed the Board that he met with the Stoughton Town Manager this week to continue discussions on shared services such as a visiting nurse, solid waste collection, and an Assessor.

Mr. Beder informed the Board that the first round of interviews was held this week for a new Fire Chief. The finalists will advance to an Assessment Center which will be held at Town Hall on February 2, 2024.

Mr. Beder stated that three buildings, the library, the Town Hall, and the Council on Aging, are experiencing water leaks which are causing damage. The water is penetrating some of the windowsills, sidewalls, and basement at the library. The Town Hall and the Council on Aging are experiencing water penetrating through several entry doors. Mr. Beder informed the Board that the town has filed an insurance claim for the damage to the library. The Building Commissioner has been a great assistance working on a solution for the doorways at the Town Hall and the Council on Aging.

### **Town Counsel's Report**

Mr. Lalli stated that he has been working with the Library Director on some standard policies and procedures for the patrons and staff. Mr. Lalli thanked Mr. Beder and Mr. Braillard for their assistance and collaboration in the final execution of the T-Mobile Lease Agreement tonight. Mr. Lalli will be assisting the Town Clerk in the coming months with the elections.

### **Adjournment**

At 7:20 p.m., Mr. Suzor made a motion to adjourn the regular session and to convene in executive session for the Review and approval of executive session minutes to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements – and more specifically the Open Meeting Law, G.L. Chapter 30A, Sections 22(f) and (g); and pursuant to G.L. c. 30, § 21(a)(6), to consider the purchase, exchange, lease or value of real property, to wit 68 East Main Street, Assessor's MAP ID:D5/6/3, subject to the chair's declaration that an open meeting may have a detrimental effect on the negotiating position of the public body. 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. January 25, 2024 Meeting Agenda
2. January 4, 2024 Meeting Minutes
3. January 9, 2024 Meeting Minutes
4. January 11, 2024 Meeting Minutes
5. Stormwater MS4 General Permit (Comprehensive Environmental, Inc. Agreement for Services)
6. Lead Service Line Grant – Change in Authorization Forms
7. T-Mobile Lease Agreement
8. Presidential Primary Warrant for March 5, 2024
9. Personnel Action Forms for Children's Library Assistant (Diane Peterson) and Council on Aging Van Driver (Anthony Famalore)
10. Gift Acceptance Form for Town Planner