

Minutes of the Meeting
Of the Board of Selectmen
Auburn Town Hall, Selectmen's Meeting Room
104 Central Street, Auburn, Massachusetts
February 10, 2020 - 7:00 P.M.

Present: Kenneth A. Holstrom, Doreen M. Goodrich, Lionel R. Berthiaume, Tristan J. Laliberte
Town Manager Julie A. Jacobson
Absent: Daniel S. Carpenter

The Chairman Kenneth Holstrom called the meeting to order at 7:00 P.M. In accordance with the open meeting law he announced that the meeting was being recorded and asked if anyone else was recording the meeting. No one so indicated.

The Board led the Pledge of Allegiance.

Public Comments

There was no one wishing to speak under this item.

1 Public Comments

There were no public comments.

Public Hearings/Presentations

There were no items

Communications

There were no items.

Board of Selectmen General Items

S & L Pizza, Inc. dba Domino's Pizza Change in Hours of Operation on the Common Victualer License at 711 Southbridge Street, Auburn, MA.

Mr. William Mohan was present on behalf of the application. He explained the rationale for the requested change in the hours of operation on the Common Victualer License at 711 Southbridge Street.

Domino's is requesting to change their current hours of operation (shown on the first application dated 6/28/19) of 11:00am - 12:00 am Sunday through Thursday and Friday & Saturday 11:00am - 1:00 am, to 10:00am - 12:00am Sunday through Thursday and Friday & Saturday 10:00am - 2:00am.

Mrs. Goodrich asked if most of the orders coming in during the late hours were for deliveries. Mr. Mohan replied in the affirmative and said that 95% were for deliveries during late hours.

The Board of Selectmen voted to approve the change in the hours of operation as presented (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Mr. Mohan thanked all the Town departments, boards and employees for their help during the application process.

The Board of Selectmen voted to move forward agenda item 6b) Discussion and Vote on Town Manager Goals for January 31, 2020 - January 30, 2021 (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

The Town Manager presented her proposed goals for 2020:

- ADA Transition Plan
- Mary D. Stone Property Transfer
- Auburn Street Reconstruction Project

During the discussion, members voiced their endorsement for the goals as explained by the Town Manager.

2 The Board of Selectmen then voted to accept the three goals as proposed for the Town Manager (Motion made by Mr. Berthiaume; motion seconded by Mrs. Goodrich) voted in favor 4 to 0.

The Board voted to move forward agenda item 5d) Upcoming Appointment to Fill Vacant Seat on Auburn Housing Authority and Request for Board Vote to Place the Hold Over Seats on the May 19, 2020 Annual Town Election Ballot (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

The Town Clerk Debra Gremo was in attendance and explained her request. She said that in 2017 per MGL Chapter 121B Section 5 DHCD advised to remove the Auburn Housing Authority (AHA) seats from the Annual Town Election Ballot and reducing the board members elected from 4 to 3. The fourth was designated to be a tenant that was elected by tenants (Section 5). However, due to a delay in the finalization and implementation of regulations and tenant-elected procedures by the Department of Housing and Community Development (DHCD), the three seats whose terms expire May 19, 2020, are being returned to the ballot.

Further, per MGL Chapter 41 Section 11, Ms. Gremo advised that the vacant seat due to Ann Weston's death should be appointed by the Board of Selectmen for the remainder of the term (May 18, 2021).

There was discussion about advertising for the vacant seat that will be appointed by the Board of Selectmen. Mrs. Goodrich said that she would like the position to be advertised by the board in addition to asking the AHA.

Ms. Gremo clarified the make-up of the 5-member Auburn Housing Authority:

- 3 seats elected by ballot
- 1 seat governor's appointment
- 1 seat to be appointed by tenants (once regulations are promulgated)

The Board of Selectmen voted to place the three seats on the Auburn Housing Authority on the May 19, 2020 Annual Town Election Ballot (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

The Board of Selectmen voted to advertise the seat the Board will be appointing and to put an agenda item on the next meeting to vote to schedule a meeting for the appointment (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Mr. Berthiaume then left the meeting.

The Board voted to move forward Board of Selectmen Member Item 8a) Update to the Board by the Voter Turnout Sub-committee and Request for Board Approval to Develop and Send Out a Survey to Local Town Clerks (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 3 to 0.

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Mr. Laliberte provided an overview of the work of the sub-committee and their proposal to send out surveys to local area town clerks and town residents.

Mrs. Goodrich expressed questions about the cost to send surveys to the town's voters versus the estimated response rate. She also suggested to ask if elected town officials are eligible for benefits when the sub-committee surveys the town clerks.

Mr. Laliberte said that he was not seeking a vote of the board tonight to support the resident survey and he said that sub-committee was still thinking about the best way to circulate it.

Mr. Laliberte made a motion to table the item until the Board of Selectmen meeting on February 24, 2020. Mrs. Goodrich seconded the motion and the Board voted in favor 3 to 0.

Annual Town Meeting May 5, 2020

The Board of Selectmen voted to open the warrant for the May 5, 2020 Annual Town Meeting (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 3 to 0.

The Board of Selectmen voted to close the May 5, 2020 Annual Town Meeting Warrant on Monday March 2, 2020 at 7:00 P.M. (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 3 to 0.

Drainlayer's License Application (Licensed within previous 5 years) Little Diggers Construction of Auburn, MA.

The Board reviewed the application from Little Diggers Construction of Auburn, MA. and the recommendation from the Sewer Commission.

The Board of Selectmen voted to approve the license, provided that all applicable requirements of the state and town and any of its departments, boards and commissions have been fulfilled. Said license is subject to all the conditions stated upon it. Failure to comply with any and all the conditions shall invalidate the license and render it null and void (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 3 to 0.

Mrs. Goodrich made a motion to request a line on license applications for the printed name of the applicant(s). Mr. Laliberte seconded the motion and the Board voted in favor 3 to 0.

Gift Acceptances in Accordance with MGL Chapter 44, Section 53A

The Board voted to accept with gratitude a gift to the Fire Rescue Department from Bernard J. Melican in the amount of \$300.00 to the Fire Department Gift Account (Motion made by Mr. Laliberte; motion seconded by Mrs. Goodrich) voted in favor 3 to 0.

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Proclamations and Recognitions

There were no items.

Town Manager Items

Report on the Donations to and Expenditures from the Gift Accounts for the Police Department and Fire Rescue Department for the Fiscal Years FY18 and FY19.

Town Manager Julie Jacobson read summaries provided by the Police Chief Andrew Sluckis and Fire Chief Stephen Coleman on donations to and expenditures from the gift accounts in the Police and Fire/Rescue Departments for the fiscal years 2018 and 2019 as requested by the Board of Selectmen.

Request the Board of Selectmen to Vote to Approve the Intermunicipal Agreement between the Towns of Auburn, Charlton, Oxford and Southbridge to Continue the South Central Massachusetts Veterans Services District.

Town Manager Julie A. Jacobson presented the draft Intermunicipal Agreement (IMA) for the South Central Massachusetts Veterans Services District between Auburn, Charlton, Oxford and Southbridge. Ms. Jacobson advised that membership in the district continues to be financially beneficial to the town to meet the requirements of Massachusetts General Laws for Auburn. She described the distribution of budget expenditures by town for 2020-2021 as shown on the chart of the organizational structure of the district she provided to the Board.

The Board of Selectmen voted to approve the Intermunicipal Agreement between the Towns of Auburn, Charlton, Oxford and Southbridge to continue the South Central Massachusetts Veterans Services District (Motion made by Mr. Laliberte; motion seconded by Mrs. Goodrich) voted in favor 3 to 0.

Update on Pennrose Tax Credits for Mary D. Stone

The Town Manager advised the Board that Pennrose Properties has been awarded both State and Federal Tax Credits including Historic Tax Credit for the Mary D. Stone redevelopment. The award makes it possible for Pennrose Properties to proceed with the project.

Reminder about 2020 Citizen's Leadership Academy

The Town Manager announced that applications are now being accepted for the 2020 Citizens Leadership Academy, which will be held from March 26, 2020 to June 4, 2020.

FY21 Budget Schedule

Ms. Jacobson advised the Board that their budget documents for FY21 will be available to pick up at the end of the week for review, with the Board's vote to transmit it to the Finance Committee scheduled for the Board meeting on Monday February 24th.

Tabled Items

There were no items.

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Public Comments

There were no public comments.

The Town Manager announced the award of a 2019 Municipal Vulnerability Preparedness (MVP) Action Grant to the Town of Auburn to develop protection measures for vulnerable drinking water supply areas and evaluate "Green" bridge design.

The Chairman asked if there were any corrections or omissions to the minutes of January 13, 2020 and January 27, 2020.

There being none, the Chairman Ken Holstrom accepted the minutes of January 13, 2020 and January 27, 2020 as presented.

The meeting was adjourned at 8:20 P.M. (Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 3 to 0.

Submitted: Sharon A. Kwiatkowski
Assistant to the Town Manager, Admin.

The following documents were part of the Board of Selectmen's Meeting of February 10, 2020 and are retained in the Executive Office of the Town Manager:

- February 10, 2020 Agenda
- Application Documents - S & L Pizza, Inc. dba Domino's Pizza; Change in Hours of Operation on the Common Victualer License at 711 Southbridge Street, Auburn, MA
- Application Documents - Drainlayer License (within the previous five years) for Little Diggers Construction of Auburn, MA.: Recommendation of Sewer Commission
- Letter from Town Clerk dated February 3, 2020 regarding Annual Town Election/Auburn Housing Authority
- Gift Acceptance - Fire/Rescue from Bernard J. Melican \$300.00
- Reports from Police Chief Andrew Sluckis and Fire Chief Stephen Coleman on Donations to and Expenditures from the Gift Accounts for the Police and Fire/Rescue Departments for Fiscal Years 2018 and 2019
- Request from Town Manager to the Board of Selectmen to Approve the Intermunicipal Agreement (IMA) between the Towns of Auburn, Charlton, Oxford and Southbridge to continue the South Central Massachusetts Veterans Services District; Draft Intermunicipal Agreement
- Letter from Town Manager dated February 6, 2020 on State and Federal Tax Credits, including Historic Tax Credit, Awarded to Pennrose Properties the Developer for the Mary D. Stone Redevelopment
- Report from Voter Turnout Sub-committee and Request for Board Approval to Send Out Surveys to Local Town Clerks
- Minutes of January 13, 2020 and January 27, 2020