

Town of Auburn
Minutes of the Meeting
Of the Board of Selectmen
Auburn Town Hall Selectmen's Meeting Room
104 Central Street, Auburn, Massachusetts
April 8, 2019

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

The meeting was called to order at 7:00 P.M.

In accordance with the Open Meeting Law, the Chairman announced that the meeting was being recorded and asked if anyone else was recording the meeting. No one so indicated.

The Board of Selectmen led the Pledge of Allegiance.

There was no one wishing to speak under Public Comments.

Town Manager Evaluation

Chairman Doreen Goodrich gave an overview of the procedure this evening with respect to the Town Manager's evaluation.

Chairman Goodrich read her letter that was presented to the Town Manager that summarized her 2018 evaluation. The overall performance score was 4.77 out of a possible 5. The evaluation was based on the approved evaluation form and 3 additional Town Manager Goals that were agreed upon by the Town Manager and Board of Selectmen.

Selectman Tristan Laliberte offered his comments on the Town Manager's evaluation.

Selectman Daniel Carpenter read comments submitted by Selectman Lionel Berthiaume, who could not be present at the meeting.

Vice Chairman Kenneth Holstrom read his comments on the Town Manager's evaluation.

The Chairman acknowledged the attendance at the meeting of many department/division heads and employees, board and commission members in support of the Town Manager.

Doreen Goodrich read her statement on the Town Manager's performance evaluation.

The Town Manager Julie Jacobson thanked the Board of Selectmen for the evaluation and their comments. She read a statement, in which she described some of the challenges/accomplishments of the Town and Town Administration in 2018. She recognized the department heads/division heads, town employees and volunteers for their efforts and dedication throughout the year.

The Chair ended by congratulating the Town Manager for her successful evaluation and thanked all who participated in the process.

The Board voted to move forward agenda item 6b) Vote Recommendations on May 7, 2019 Annual Town Meeting Warrant Articles (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 1. Hear Reports of Committees.

The Board of Selectmen voted to defer to the petitioner (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 2. Fixes the Salary of Elected Officials for FY2020.

Mr. Carpenter asked about separating the part time elected officials from the one full time elected official and if it could be considered for a future town meeting. The Town Manager advised that would be a question for the Town Counsel. Mr. Laliberte made a motion to take no position on this article. Mr. Carpenter seconded the motion. Mr. Laliberte discussed his rationale to take no position. The vote on the motion was 2 to 2. Mr. Carpenter and Mr. Laliberte in favor; Mr. Holstrom and Mrs. Goodrich opposed. The motion failed. There were no further motions offered.

Article 3. Raises and Appropriates FY2020 Budget.

Article 4. Capital Improvement Budget for FY2020.

Article 5. Short Term Borrowing Authorization.

Article 6. Authorizes Selectmen to Secure Grants.

Article 7. Authorizes Selectmen to Hold Public Auction.

Article 8. Authorizes Banking Agreements.

Article 9. Establishes or Renews Revolving Funds, in accordance with MGL Chapter 44, Section 53D and MGL Chapter 71.

Article 10. Authorizes Town Manager to Secure State Funds for Roads and Bridges.

Article 11. Appropriates Chapter 90 Funds, if available, for road repair.

Article 12. Appropriates \$500,000.00 to the Other Post-Employment Benefits Liability Trust Fund (OPEB).

Article 13. Appropriates \$185,000.00 from Medicaid Receipts within the General Fund Revenues to the Auburn School Department operating budget for FY2020.

Article 14. Appropriates the interest earned (\$7,864.02) by the Auburn High School Gymnasium Health and Recreational Trust Fund to offset School Department costs at Auburn High School in support of community health and recreational activities at Auburn High School gymnasium and related facilities and equipment.

Article 15. Appropriates a sum of money from McKinney-Vento Receipts to the School Department Operating Budget for FY2020 to fund transportation for students to and from school who have become homeless during the fiscal year.

Article 16. Seeks Town Meeting vote regarding regularly required authorizations or actions under MGL C30B, §12: Authorize Auburn Public School Department, pursuant to MGL C30B, §13, as amended, to enter into contracts in excess of three years' duration for school bus transportation, subject to appropriation and all other approvals as may be required.

Article 17. Accepts MGL Chapter 71, §71F, pertaining to Non-resident or Foster Care student tuition, which authorizes the Auburn Public School Department to accept and deposit with the Town Treasurer into a separate account, such tuition payments for non-resident students and state reimbursements for foster care children, which then may be expended by the School Committee without further appropriations.

Article 18. Re-purposes CIP funds by amending Article 15 of the May 1, 2018 Annual Town Meeting to authorize \$127,685.00 to be used for purposes of removing the Underground Oil Tank at Swanson Road Intermediate School.

Article 19. Re-purposes CIP funds by amending Article 4 of the May 2017 Town Meeting Pakachoag Building Rehab in the amount of \$193,000.00 for univent upgrades at Pakachoag, the purchase of a Multi-Function School Activity Bus and removing the Underground Oil Tank at Swanson Road Intermediate School.

Article 20. Appropriates \$46,000.00 from general fund revenues for the care and maintenance of the Mary D. Stone School building and the Julia Bancroft School building.

Article 21. Appropriates \$200,000.00 from Community Access Enterprise Retained Earnings for the reconstruction of the Camp Gleason Meeting Hall for government meeting and related activities.

Article 22. Appropriates \$33,000.00 from general fund revenues for the purchase of a new hosted email solution for the Town of Auburn.

Article 23. Adjusts the factors for the property tax exemption for senior citizens under MGL Chapter 59, Section 5, Clause 41C as amended by Chapter 184 §51 of the Acts of 2002, by reducing the requisite age of eligibility to 65 and increasing the gross receipts limit if married to \$30,000 and the whole estate limit to \$55,000; and increasing the gross receipts and whole estate limits by an amount equal to the consumer price index each year as determined by the Mass Department of Revenue.

Article 24. Adjusts the factors for the property tax exemption for senior citizens under MGL Chapter 59, Section 5, Clause 41C as amended by Chapter 184 §51 of the Acts of 2002, by increasing either or both of the amounts contained in the first sentence of this clause, by up to 40 percent thereto.

Article 25. Appropriates \$53,000.00 from Overlay Surplus for miscellaneous building facility improvements.

Article 26. Authorizes the borrowing of \$1.2M to fund non-participating roadway enhancements and right of way costs associated with the MassDOT Auburn Street Reconstruction Project.

Article 27. Authorizes \$2,200,000.00 to be borrowed to install an emergency force main bypass under route 20 to serve as an emergency means of pumping wastewater from the Pinrock Road pump station to the Upper Blackstone treatment plant.

Article 28. Appropriates \$220,000.00 from Sewer Retained Earnings to perform flow monitoring to comply with DEP's 314 CMR 12.04 Operations Infiltration and Inflow Analysis.

Article 29. Authorizes the Board of Selectmen to submit legislation to amend the Acts of 1963 Chapter 708.

Article 30. Votes to abandon permanent and temporary sewer easements and accepts in place thereof a permanent 30' wide sewer easement, said easement being a portion of the premises conveyed by the Town to Acorn Allocations, LLC by a deed recorded in the Worcester District Registry of Deeds in Book 56606, Page 308 and shown on a plan prepared by Thompson-Liston Associates, Inc. dated May 30, 2018.

Article 31. Appropriates \$23,000.00 from the Ambulance Reserve from Appropriations account for the purpose of providing cancer screenings for members of the Fire Rescue Department.

Article 32. Amends Auburn Zoning Bylaws so as to establish a new Zoning District, "Drury Square Village District".

Mr. Holstrom made a motion to recommend approval of Articles 2 through 32. Mr. Laliberte seconded. Following discussion, the Board took no action.

Mr. Carpenter then made a motion to recommend approval of Articles 3 through 32. Mr. Laliberte seconded the motion and the Board of Selectmen voted in favor 4 to 0.

Article 33. Article by Planning Board to Amend Auburn's Zoning Bylaws to include provision for a "Tiny House Unit," allowing mobile tiny homes.

Mr. Holstrom made a motion to take no action at this time. Mr. Laliberte seconded for discussion. Mr. Laliberte stated that he saw no reason not to support the article because of the hard work of the staff and the Planning Board. Mr. Carpenter expressed agreement.

The vote on the motion was 1 to 3. Mr. Holstrom voted in favor. Mr. Laliberte, Mr. Carpenter and Mrs. Goodrich opposed – the motion failed.

Mr. Carpenter then made a motion to recommend approval of Article 33. Mr. Laliberte seconded the motion and the Board voted in favor 3 to 1. Mr. Holstrom opposed.

Article 34. Citizens Petition to amend Auburn's Zoning Bylaws to add provisions allowing for tiny homes to be used as primary or secondary dwellings.

The Board of Selectmen voted to defer to the petitioner (Motion made by Mr. Holstrom; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

The Board voted to move forward agenda items 7a) and 7b) – Motion made by Mr. Holstrom; motion seconded by Mr. Carpenter and voted in favor 4 to 0.

DPW Director Bill Coyle presented information on the Complete Streets Grant and he explained the use of the funds received in the amount of \$22,642.67 for the development of the Complete Streets Prioritization Plan.

The Board of Selectmen voted to accept and expend the funds from the Complete Streets Grant Program (Motion made by Mr. Holstrom; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Department of Development & Inspectional Services (DDIS) Director Darlene Coyle was present and explained the new process this year for yard waste collection by Republic Services. She said that this year the yard waste pickup will occur on the customer's normal trash pickup day during the following weeks:

April 29 – May 3, 2019

May 6 – May 10, 2019

May 13 – May 17, 2019

May 20 – May 24, 2019

DDIS Director Coyle also announced the Town-wide Cleanup on Saturday May 4, 2019. She said that all the details would be posted to the Town's website.

The Board of Selectmen considered draft language for the ballot question on plastic bags prepared by Town Counsel Robert J. Hennigan, Jr.

Following discussion, the Board of Selectmen voted to adopt the language of option #3 for a non-binding referendum on the Annual Town Election Ballot:

“In order to promote the reduction of thin-film single-use plastic bags in the Town of Auburn waste stream, should the Town of Auburn research and develop a General Bylaw that restricts the use of thin-film single-use plastic bags by retail establishments within the Town (with the potential of some exclusions such as meat, fish, produce and/or dry-cleaning bags)?”

(Motion made by Mr. Laliberte; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

The Board of Selectmen voted to approve the following gift acceptances in accordance with MGL Chapter 44, Section 53A:

- To the Animal Control Unit of the Public Health Division – a gift of goods and equipment from Beth and Ron Prouty (approximate market value \$40.00) for the Kathleen Sabina Animal Compound (Motion by Mr. Holstrom to approve with gratitude; motion seconded by Mr. Carpenter) voted in favor 4 to 0.
- To the Executive Office of Town Manager - \$500.00 from the Auburn Chamber of Commerce for the 2019 Summer Concert Series (Motion by Mr. Carpenter to approve with gratitude and a letter signed by the Chair; motion seconded by Mr. Laliberte) voted in favor 4 to 0.
- To the DPW Highway Division – a gift of goods from United Granite Works, Inc. (granite shelf, approximate market value \$500.00) for the Highway break room (Motion by Mr. Carpenter to approve with gratitude and a letter signed by the Chair; motion seconded by Mr. Holstrom) voted in favor 4 to 0.

The Board discussed Selectman Carpenter's request to invite representatives of the Bay Path Regional Vocational Technical High School to a board meeting to discuss their proposed solar project. Mr. Carpenter expressed his concern to learn of the project through the media and that Bay Path did not reach out to Auburn and other towns at the start about the project. He said that the meeting would be for informational reasons and not to take a position.

The Board voted to ask the Town Manager to get the pertinent information from Bay Path first and email it to the Board so that members will be able to ask the appropriate questions when they meet with the school's representatives (Motion made by Mr. Holstrom; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Chairman Goodrich asked if there were any corrections or omissions to the minutes of March 11, 2019. There being none, the Chairman accepted the minutes of March 11, 2019.

The meeting was adjourned at 8:15 P.M. (Motion made by Mr. Holstrom; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Submitted: Sharon A. Kwiatkowski
Adm. Assistant to the Town Manager

The following documents were part of the Board of Selectmen's Meeting of April 8, 2019 and are retained in the Executive Office of the Town Manager:

- April 8, 2019 Agenda
- Summary of Board of Selectmen's Evaluation of the Town Manager – Year 8 and each Board Member's Evaluation of the Town Manager
- Town Manager's Evaluation Report – Year 8
- Letter from Town Counsel dated April 5, 2019 with Options for Draft Language for Plastic Bag Ban Non-Binding Referendum Question for the May 21, 2019 Annual Town Election Ballot
- May 7, 2019 Annual Town Meeting Warrant
- Gift Acceptance Forms – DDIS Animal Control Unit, Executive Office of Town Manager and DPW Highway Division
- Information from DPW Director Bill Coyle on Complete Streets Grant Program
- Minutes of March 11, 2019