

Minutes of the Meeting
Of the Board of Selectmen
Remote Participation Only
August 10, 2020 – 5:00 P.M.

Present Remotely: Board Members Daniel S. Carpenter, Doreen M. Goodrich and Lionel R. Berthiaume
Also: Town Manager Julie A. Jacobson and CFO/Assistant Town Manager Ed Kazanovicz

Chairman Daniel Carpenter called the meeting to order at 5:02 P.M. Mr. Carpenter announced that the meeting was being recorded by Auburn Cable Television. He asked if anyone else was recording the meeting. No one so indicated.

Public Hearings/Presentations

Dudley Supermarkets, Inc. 711 Southbridge Street, Auburn, MA. Off-Premises Wine and Malt Beverages Transfer of License to Imperial Park N' Shop, Inc. 5pm

The Board of Selectmen voted to open the public hearing (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Police Chief Sluckis had provided written comments that he has no issues with the transfer request.

Attorney Joseph Antonellis announced that he was participating remotely on behalf of the applicant, Imperial Park N' Shop, Inc. He said that he was the attorney for the corporation. Attorney Antonellis advised that the proposed store manager Michael Taylor was also on the line.

Atty. Antonellis explained his client's plan to purchase three Park N' Shop markets in Auburn, Blackstone and Dudley contingent upon the license transfer approvals from the three towns. He spoke about his client's background and experience in the business.

Mrs. Goodrich asked if there would be any changes in the operations of the store having to do with the sale of beer and wine. She said that Park N' Shop has always done an excellent job in complying with the laws and policies pertaining to not selling to underage customers and she hoped that the new owner would keep their successful procedures in place.

Atty. Antonellis replied that the new owner would be continuing the protocols now in the store to ask all purchasers of beer and wine for identification no matter what age they are, and if there was an underage cashier the manager should be called to conduct the sale.

Mr. Berthiaume observed that it showed on the application that the purchaser is also in the restaurant business and he asked to confirm that fact.

Attorney Antonellis replied that his client has a couple of venues that have liquor licenses: a car dealership with a liquor license and catering and a function hall with a license that is not a day-to-day restaurant but serves alcohol at special events. He added that on Route 16 in Mendon they have 3 car dealerships in their complex and there is an old dining car that is open daily and has a liquor license, but that is a separate license.

Mr. Berthiaume asked if there were any problems with those liquor license establishments. Attorney Antonellis advised that to his knowledge there were no issues with violations at the Local Licensing Authority (LLA) level or with the Alcoholic Beverages Control Commission (ABCC).

The attorney made final comments in support of his client's ability to conduct a great business in the Town of Auburn.

The Board voted to close the hearing at 5:13 P.M. (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

The Board of Selectmen then voted to approve the transfer of 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 and that a copy of the Board of Selectmen's Liquor License Policy is included with the license (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

The Board voted to move forward agenda item 4a) Common Victualer License – Imperial Park N' Shop, Inc. 711 Southbridge Street, Auburn, MA. (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Board of Selectmen General Items

Common Victualer License – Imperial Park N' Shop, Inc. 711 Southbridge Street, Auburn, MA.

Attorney Joseph Antonellis spoke on behalf of the application.

The Board noted the recommendations of the Development Coordinating Group (DCG) on the license:

- The applicant shall obtain all necessary permits and inspections from Town Departments, Boards, or Commissions;
- The applicant shall obtain all necessary permits and inspections from the Board of Health;
- The applicant shall apply for a transfer of license to the ABCC;

- If the applicant plans on changing any signs, they will need to apply to the Building Department for a sign permit.

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, and with the conditions recommended by the DCG to be placed on the license (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Communications

The Board of Selectmen received a copy of the School District's letter to parents/caregivers with the anticipated timeline and academic plan for the fall. The Board of Selectmen welcomed the new Auburn School Superintendent Casey Handfield, who was participating remotely. Mr. Handfield discussed some of the challenges in laying out the course of action to reopen the schools. He expressed that he was looking forward to working with the School Committee and municipal officials and the Town Manager in the same collaborative way as in recent years.

Interview and Potential Vote to Appoint an Auburn Housing Authority Board Member to a Term Expiring May 18, 2021

Town Manager Julie Jacobson explained the process per Massachusetts General Laws with respect to the appointment and she repeated the reason that it is an appointment by the Board of Selectmen.

The Board of Selectmen interviewed two candidates for the one open seat on the Auburn Housing Authority, Ms. Beverly Charbonneau and Ms. Monica Locker, to serve until the Annual Town Election on May 18, 2021.

Roberta Briggs, Vice Chairman of the AHA, was participating remotely. The AHA Chairman was not participating. Mrs. Briggs commented that the housing is state and federal. She said that there was now a person living in the state housing on the board and Mrs. Briggs spoke in support of also having an individual that is living in the federal housing represented on the board. Mrs. Briggs said that Mrs. Charbonneau has worked in the office at the Authority for some time and is familiar with the work, but she also said that her mind was open and she was not prejudiced one way or another. She said that Ms. Locker has a wonderful resume.

There was discussion about the current composition of the Auburn Housing Authority. Ms. Goodrich asked to confirm that there are two members now in the state housing and that if Mrs. Charbonneau was appointed that would result in 3 members living in public housing, which would be a quorum of the Board. Mrs. Briggs confirmed that, and she noted that two members would be state housing and the one new member if it were Mrs. Charbonneau would be federal housing.

Mrs. Goodrich made a motion to appoint Monica Locker to the Auburn Housing Authority to serve until the next Annual Town Election on May 18, 2021. Mr. Berthiaume seconded the motion for discussion. Under discussion, Mr. Berthiaume said that he would support Ms. Locker's appointment because he felt that new people were needed on committees overall in town government. The Board then voted on the motion by a roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0. Mrs. Goodrich advised Ms. Locker to contact the Town Clerk's office for next steps.

Vote on Appointments of Elections Officers

The Board of Selectmen voted to appoint election officers per the list provided by the Town Clerk for the 2020-2021 year (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Votes on 2020 Fall Special Town Meeting

CFO Ed Kazanovicz discussed the status of the State budget and the need to begin the warrant process for a fall town meeting. He said that the town administration was moving forward with a plan to reduce the budget, but final state numbers are not expected to be known until October.

The Town Manager Julie Jacobson presented the administration's recommended date for the fall town meeting and dates to open and close the town meeting warrant.

Mr. Carpenter asked about the location. Ms. Jacobson advised that she is looking into it and there may be upcoming legislation giving the Town the ability to adjust the quorum and location for representative town meetings.

The Board of Selectmen then took the following votes:

- The Board of Selectmen voted to schedule the 2020 Fall Special Town Meeting on Tuesday October 27, 2020 (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.
- The Board of Selectmen voted to open the warrant for the 2020 Fall Special Town Meeting on Monday August 17, 2020 and to close the warrant for the Fall Special Town Meeting on Tuesday September 8, 2020 (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

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

The Board of Selectmen voted to accept with gratitude gifts to the Fire/Rescue Department (Fire Department Gift Account) from the following donors:

- Laurence K. Rowley in the amount of \$50.00 in memory of Richard Hastings
- John Hastings in the amount of \$100.00 in memory of Richard Hastings
- Donna Navarro in the amount of \$25.00

Total gift amount \$175.00

(Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Proclamations and Recognitions

There were no items.

Discussion and potential vote to postpone or cancel the Annual Volunteer Recognition Event

The Board of Selectmen voted to cancel this year's volunteer recognition event (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Town Manager Items

Auburn Mall Billboard Project Withdrawn

The Town Manager gave an update on the proposed billboards at Auburn Mall. Total Outdoor, the company that had proposed the two billboards on mall property facing the Massachusetts Turnpike, has withdrawn their project. No details were provided on why Total Outdoor stopped the project. Simon Properties did state that they hoped to find another company to install the billboards in the future.

Vote on Inter-municipal Agreement for Participation in the Central Massachusetts Regional Stormwater Coalition FY2021 - FY2025

Town Manager Julie Jacobson explained the item for the extension of Auburn's existing Inter-municipal Agreement with the Town of Spencer to retain membership in the Central Massachusetts Regional Stormwater Coalition – a regional stormwater group founded by several towns in Central Massachusetts – for the next five years (FY2021-FY2025).

The Board of Selectmen voted to execute the Inter-municipal Agreement with the Town of Spencer for continued membership in the Central Massachusetts Regional Stormwater Coalition for FY2021 - FY2025 (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Board of Selectmen Vote to Accept the Wayfinding Elements for Drury Square

Town Manager Julie Jacobson presented the item. She noted that Mark Favermann of the consulting firm Favermann Design had presented and discussed the Wayfinding and Signage Plan for the Drury Square Area at the Board's meeting at the end of June. The presentation displayed the sign elements and wayfinding specifications and locations, as well as the sign element cost estimates. All of the information has been on the Town of Auburn's website since June for any public comments and feedback and no public comments have been received.

Economic Development Coordinator Shannon Regan was participating remotely and provided further details about the project and the work with the consultant and the Wayfinding Committee to produce the final plan for the wayfinding and signage elements for Drury Square.

The Board of Selectmen then voted to accept the wayfinding elements for Drury Square as presented (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Vote on Authorization for MassWorks Infrastructure Program Grant Application from the Mass Executive Office of Housing and Economic Development

Town Manager Jacobson gave an overview of the proposed project. The grant request will be for \$1.0M to fund all design, permitting and construction of the project. CFO Ed Kazanovicz discussed funding options for the match.

DPW Director Bill Coyle provided additional details on the proposed project – entitled “Drury Square Gateway Improvements” – that would renovate Brotherton Way, a key connector between the businesses and recreational areas of Drury Square and the Auburn Mall. The main goal is to provide increased shared use transportation facilities that will encourage safe movement for residents and visitors, support current and planned businesses, and entice future multi-use development. The improvements on Brotherton Way would integrate and tie into the imminent reconstruction of Auburn Street, concepts for recreational enhancements at Goddard Park, and the Town’s wayfinding initiatives. The application will also emphasize how the improvements will support private development at the Auburn Mall, including a proposed restaurant in their existing parking lot.

The proposed improvements would focus on creating safe and inviting infrastructure for pedestrians, bicyclists, and drivers, including the following:

- Narrowing the existing 4-lanes into 2-lanes, except for turning lanes at the Mall and intersections with Auburn Street and Southbridge Street
- Widening the sidewalk to provide a comfortable and ADA accessible walkway
- Adding bike lanes that will tie into the proposed bike lanes on Auburn Street to both sides of the road
- Forming a center landscape island to create a “boulevard feel”
- Planting street trees and providing additional amenities including bike racks
- Installing street lights on both sides of the road, using the design proposed for Auburn St
- Incorporating signage proposed under the Town’s Wayfinding initiative

Mr. Coyle said that the Town is requesting \$1.0M in this grant application, which would fund all design, permitting, and construction of the project. Although a match is not required, in order to present a competitive application, Mr. Coyle said that they are proposing to provide a cash match of \$200k that will be funded through Chapter 90 roadway appropriations or Town of Auburn Road Improvement Funds. The total project is estimated to cost \$1.2M.

Mr. Carpenter said that he supported filing the application, but he did not want to authorize the expenditure at this time due to fiscal uncertainties.

Mrs. Goodrich asked about deadlines. Ms. Jacobson replied that the filing deadline is the end of August and if awarded the Town might be able to turn the grant down and so no match would be required if the Town couldn't pay it.

Mr. Carpenter was concerned with using Free Cash, with a potential large project like the Public Safety Facility coming up.

Ms. Jacobson offered to come back to the Board with a funding plan if the Town was awarded the grant for the authority to expend the grant funds.

The Board of Selectmen voted to authorize the MassWorks Infrastructure Program Grant Application from the Massachusetts Executive Office of Housing and Economic Development and, if approved, that the Town Manager will come back to the Board with a funding plan before accepting and expending funds (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 to 0.

Tabled Items

There were no items.

Board of Selectmen Member Items

There were no items.

The Chairman asked if there were any omissions or corrections to the minutes of May 26, 2020, June 4, 2020, June 8, 2020, June 22, 2020 and June 29, 2020. There being none, Chairman Carpenter accepted the minutes of May 26, 2020, June 4, 2020, June 8, 2020, June 22, 2020 and June 29, 2020 as prepared with thanks.

The meeting was adjourned at 6:24 P.M. (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) roll call vote: Mrs. Goodrich, Yes; Mr. Berthiaume, Yes; Mr. Carpenter, Yes – passed 3 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 August 10, 2020 and are retained in the Executive Office of the Town Manager:

- August 10, 2020 Agenda
- Application Documents – Dudley Supermarkets, Inc. 711 Southbridge Street, Auburn, MA. – Off-Premises Wine and Malt Beverages Transfer of License to Imperial Park 'N Shop, Inc.; Recommendation of Police Chief Andrew Sluckis via Email dated July 28, 2020

- Common Victualer License – Imperial Park N’ Shop, Inc. 711 Southbridge Street, Auburn, MA.; Recommendation of Development Coordinating Group (DCG) dated June 17, 2020
- Auburn School District’s Letter dated August 2, 2020 to Parents/Caregivers with Anticipated Timeline and Academic Plan for the Fall
- Applications for Candidates to the Vacant Seat on the Auburn Housing Authority
- List of Elections Officers for Appointment for the 2020 – 2021 Year; Request from Town Clerk dated July 9, 2019
- Gift Acceptances – Auburn Fire/Rescue Department
- Request from Town Manager for Board Vote to Approve an Extension of Auburn’s Inter-municipal Agreement (IMA) with the Town of Spencer to Continue Membership in the Central Massachusetts Regional Stormwater Coalition
- Wayfinding and Signage Plan for the Drury Square Area – Display of the Sign Elements and Wayfinding Specifications and Locations, and the Sign Element Cost Estimates
- Request from DPW – Engineering Division for Board Vote to Authorize, Accept and Expend Funds if Awarded from the MassWorks Infrastructure Program Grant Application from the Massachusetts Executive Office of Housing and Economic Development
- Minutes of Board of Selectmen Meetings – May 26, 2020; June 4, 2020; June 8, 2020; June 22, 2020 and June 29, 2020