

Town of Auburn
Minutes of the Meeting
Of the Board of Selectmen
Auburn Town Hall Selectmen’s Meeting Room
104 Central Street, Auburn, Massachusetts
September 23, 2019

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

Absent: Kenneth A. Holstrom

Vice Chairman Daniel Carpenter called the meeting to order at 7:00 P.M.

In accordance with the Open Meeting Law, Mr. Carpenter 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.

Public Hearing on Request to Name Town Building at 21 Pheasant Court

The Board voted to open the public hearing at 7:00 P.M. (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Scott Wrenn presented the request from the AY&FS Board of Directors to name the building at 21 Pheasant Court “The Sally D’Arcangelo Center for Auburn Youth and Family Services, Inc.”

Selectman Doreen Goodrich stated her full support for the request.

There was no one else wishing to speak. Mr. Carpenter noted that abutters had been notified but none were present and that a letter was received from Mr. Raymond Butler of Mid-State Auto Group, Inc. in support of the building being named after Sally D’Arcangelo.

The Board voted to close the hearing (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

The Board of Selectmen then voted to approve the request to name the town building at 21 Pheasant Court the Sally D’Arcangelo Center for Auburn Youth and Family Services, Inc. (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 3 to 1. Mr. Carpenter opposed. He said that his vote wasn’t because she isn’t a wonderful person, but he doesn’t feel that the Board should be naming buildings for anybody in particular at this time.

Board of Selectmen General Items

Seasonal Open Air License on Town Property Boy Scout Troop 101 Can and Bottle Drive at Auburn Fire Station on Saturday October 19, 2019.

Lyle Caouette was present on behalf of the application. He described plans for the can and bottle drive.

Mr. Carpenter noted that the Fire Chief submitted his support for the event and provided his request that the troop sets up in the municipal lot adjacent to the station across the street from Savers Bank.

The Board of Selectmen voted to approve the application for the license on Saturday October 19, 2019 from 8:00 A.M. to 3:00 P.M. (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

The Board of Selectmen voted to waive the license fee as requested (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

The Board voted to move forward agenda items 5i) Discussion on Meeting on the Fifth Monday September 30, 2019 and 5b) Discussion and Potential Votes regarding Application for the Finance Committee (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Mr. Carpenter discussed the potential to interview Michael Marshall, a candidate for appointment to the Finance Committee, at the fifth Monday of the month meeting on September 30th. The Town Manager said that Mr. Marshall will be able to attend, as well as the new Finance Committee Chairman Anne Cavanaugh, who has said that she would like to participate in the process. There being enough members available to attend, the Board was in agreement to meet on September 30th.

The Board voted to move forward agenda 5c) Vote Recommendations on the October 15, 2019 Special Town Meeting Warrant Articles (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

The Board of Selectmen voted the following recommendations.

Article 2. Amends Article 3 of the May 7, 2019 Annual Town Meeting (Operating budget for FY2020). CFO Ed Kazanovicz summarized the changes to the FY2020 budget reflected in Article 2. He said that the New Growth revenue came in higher than anticipated. Following the application of the final numbers from the state budget, the FY20 budget utilizes 1.19 out of the allowed 2.5% under Proposition 2½. The Board of Selectmen voted to recommend approval (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 3. Amends Article 15 for the McKinney-Vento Receipts approved at the May 7, 2019 Annual Town Meeting from \$2,500.00 to \$2,978.00. The Board of Selectmen voted to recommend approval (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 4. Amends Article 13 for the Medicaid Reimbursement amount approved for FY2020 at the May 7, 2019 Annual Town Meeting from \$185,000.00 to \$200,000.00. Mr. Carpenter asked CFO Kazanovicz if we actually get the \$200,000.00. Mr. Kazanovicz replied that he has spoken with Superintendent Brunelle and she advised that the School Department expects the reimbursement to be \$200,000.00. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 5. Re-purposes CIP funds by amending Article 3 of the May 2015 Town Meeting, Pakachoag Building Rehab, authorizing the remaining \$4,647.30 to be combined with other CIP funds for Pakachoag Building Rehab towards the installation of univents at the school. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 6. Re-purposes CIP funds by amending Article 4 of the May 2017 Town Meeting, Pakachoag Building Rehab, authorizing the remaining \$11,360.88 to be used to complete necessary Stage Upgrades at Auburn High School. Mr. Laliberte asked for more detail about the upgrades to the stage. The Town Manager advised that she would get the information from the School Superintendent. Mr. Laliberte made a motion to hold the recommendation on the article until the next meeting. Mr. Berthiaume seconded the motion and the Board voted in favor 4 to 0.

Article 7. Appropriates \$300,000.00 from Free Cash to the Town Stabilization Fund. The Board of Selectmen voted to recommend approval (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 8. Appropriates \$100,000.00 from Free Cash to the Town OPEB (Other Post-Employment Benefits Liability Trust Fund. The Board of Selectmen voted to recommend approval (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 9. Appropriates \$20,000.00 from Free Cash for electronic payroll check advices. Mr. Kazanovicz explained plans for employees to be able to view their pay stubs electronically and to eliminate paper pay stubs. The Board of Selectmen voted to recommend approval (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 10. Rescinds unused borrowing authorizations previously voted by the Town:

Auburn Middle School Project - \$20,185,375

MSBA School Roof Projects/

Auburn Middle School & Bryn Mawr - 3,024,153

Ed Kazanovicz explained Article 10. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 11. Appropriates \$32,500.00 from Pakachoag Golf Course Enterprise Retained Earnings for the purchase of a tractor to be used at the Pakachoag Golf Course and by the Parks Department. DPW Director Bill Coyle was present and explained Article 11. The Board of

Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 12. Repurposes CIP funds by amending Article 4 of the May 1, 2018 Annual Town Meeting, Fire Service Truck, to authorize \$9,236.00 to be used for the purpose of equipping Fire Engine #1 with miscellaneous equipment to place it in service as a front line engine. Fire Chief Stephen Coleman was present and described Article 12. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mrs. Goodrich) voted in favor 4 to 0.

Article 13. Appropriates \$16,000.00 from available funds from Dog License Fees (#261018) for the purpose of floor repairs and fencing at the Kathleen Sabina Animal Compound. DDIS Director Darlene Coyle was present and explained the repairs to the animal compound identified in Articles 13, 14 and 15. The Board of Selectmen voted to recommend approval of Article 13 (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 14. Repurposes \$2,196.97 as the balance from the \$9,000.00 appropriation approved under Article 28 of the May 1, 2018 Annual Town Meeting Acct. #02292-581944 (monitoring cameras at the kennel) for floor repairs and fencing at the Kathleen Sabina Animal Compound. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 15. Appropriates \$2,159.40 from Dog Fines for miscellaneous building repairs at the Kathleen Sabina Animal Compound. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 16. Amends the Town of Auburn General Bylaws by inserting Section 12.18 of Chapter XII DDIS, a by-law reducing plastic bag pollution as printed in the October 15, 2019 Special Town Meeting Warrant. Darlene Coyle reviewed Article 16 and in particular the discussion and questions from the last meeting regarding enforcement. She discussed the fine schedule including language on warnings. Mr. Carpenter made a statement that he was not comfortable with the language in the proposed bylaw or with the Board sponsoring it. He said that there was not enough time to review it and make changes. Mr. Carpenter enumerated some language changes he would like and stated his concerns with enforcement. He said that he was concerned that the business community did not have any input. He did not support the article as it is composed and he wanted to recommend postponing it at the town meeting.

Mr. Berthiaume asked if the bylaw could be amended once passed. Ms. Jacobson replied that the bylaw could be changed at a future town meeting by the same process.

Mrs. Goodrich asked about process and if this bylaw passed the town meeting if the Attorney General would review it. The Town Manager said that it did not have to go to the Attorney General as a general bylaw, but the Town Clerk would probably send it and the AG has 90 days to review it. Ms. Jacobson said that the Board of Health would prepare to implement the bylaw

and provide public notification in expectation of the AG's response as the effective date is 6 months following Town Meeting approval.

The Board of Selectmen voted to recommend approval of Article 16 (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 3 to 1. Mr. Carpenter opposed.

Article 17. Appropriates \$38,000.00 from Sewer Enterprise Retained Earnings for engineering associated with the replacement of a sewer line under the bridge on Bancroft Street. Asst. DPW Director Jeff Mitchell was present and explained Article 17. The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 18. Appropriates \$25,000.00 from Free Cash for the installation of a remote receiver to cover the junction of 12 & 20 to the Oxford line. Police Lieutenant Todd Lemon was present and described Article 18, which will enhance communications in West Auburn. The Board of Selectmen voted to recommend approval (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 19. Amends Section 13 Tiny Homes of the Town of Auburn Zoning Bylaw by adding Section 13.5.6.1 and Section 13.5.6.2 and Appendix Q of the International Residential Code as printed in the October 15, 2019 Special Town Meeting Warrant.

DDIS Director Darlene Coyle and Town Planner Adam Menard were present for Articles 19, 20 and 21. Mr. Menard explained the change proposed to the Tiny Home Bylaw to adopt Appendix Q of the 2018 Building Code as recommended by Town Counsel.

The Board of Selectmen voted to recommend approval of Article 19 (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 20. Amends the Town of Auburn Zoning Bylaws Section 4.5 Regional Mall Overlay District (RM District) by amending Section 4.5.3.1, Section 4.5.5 and the Table of Uses Section 3.1 as printed in the October 15, 2019 Special Town Meeting Warrant.

Adam Menard spoke about the proposed zoning bylaw amendment to add language to the Regional Mall Overlay District Zoning Bylaw and to amend the Table of Uses. The intent is to allow medical offices and medical centers as an allowed use and to be proactive to ensure that Auburn Mall remains a viable facility. The change of dimensional requirements as well as allowing multiple buildings will give the facility options and flexibility to remain tenanted.

The Board of Selectmen voted to recommend approval of Article 20 (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

Article 21. Amends the Zoning Map of the Town of Auburn to resolve discrepancies and to extend the Industrial Park District by rezoning properties as shown on the proposed Zoning Map on file with the Town Clerk.

Adam Menard explained the proposed zoning map amendment to adjust the boundaries to several parcels on Sword Street. Several of the parcels are split into two zones, partially the Industrial Park District and partially Residential A. The proposed change would rectify the boundary of the Industrial Park District to resolve discrepancies and to extend the Industrial Park District by rezoning the properties as shown on the proposed Zoning Map on file with the Town Clerk.

Mr. Carpenter said that he has a problem with the proposed change to the zoning map. He said that he has visited the area and some of the residential streets would be changed to Industrial Park zone with this map. Mr. Carpenter asked the Board to hold on this recommendation until the next meeting and to authorize a letter to the Planning Board to remove the streets he identified.

Mr. Berthiaume asked if the neighbors have had input on the proposal. Mr. Menard said that the neighbors were notified about the Planning Board's public hearing, which is tomorrow night.

Mrs. Goodrich said that she would support holding the recommendation, but would not be in favor of sending a letter to the Planning Board.

The Town Manager discussed some of the changes to the list of streets.

After further discussion, the Board voted to hold action on a recommendation on Article 21 until the next meeting (Motion made by Mr. Laliberte; motion seconded by Mrs. Goodrich) voted in favor 4 to 0.

Article 22. Approves an easement for National Grid on Jerome Avenue.

The Town Manager explained the article. Asst. DPW Director Jeff Mitchell gave further details about the easement.

The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Article 23. Appropriates \$200,000.00 from Free Cash for roadway/municipal drainage improvements in compliance with EPA National Pollutant discharge/elimination system general permit for storm-water discharges from small municipal separate storm sewer systems.

DPW Director Bill Coyle discussed the article to pay for the work required because of mandates from the EPA.

The Board of Selectmen voted to recommend approval (Motion made by Mr. Berthiaume; motion seconded by Mrs. Goodrich) voted in favor 4 to 0.

The Board voted to move forward Town Manager agenda items 6a, b and c (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

SAFER Grant Award. Fire Chief Stephen Coleman was in attendance and announced the SAFER Grant Award in the amount of \$340,508.00 to fund two positions for three years within the Fire/Rescue Department. Deputy Chief Johnson and Captain Brigham were also present. Board members congratulated the Chief and his staff on the award.

Grant Award for Fire Training Structure

Chief Coleman discussed the grant award for \$477,233.00 to fund a new training facility. He said that with the 10% match to be divided between the towns that were included in the application, the total project cost will be \$525,000.00. The Board voted to accept the AFG grant for the training tower (Motion made by Mr. Laliberte; motion seconded by Mr. Berthiaume) voted 4 to 0.

Ms. Jacobson thanked the Fire Chief, his command staff and the entire department for their hard work on these grants and for the job they do 24/7 for the community.

Request from Fire Chief to Declare Surplus Equipment (two vehicles)

The Fire Chief requested that the Board declare two vehicles as surplus equipment for disposal purposes: 1999 KME Rescue/Pumper, VIN#1K9AF4281XN058880
2007 Ford Taurus, VIN#FAFP53U47A133470

The Board of Selectmen voted to declares the two vehicles as surplus equipment for disposal purposes as requested by Fire Chief Coleman (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) voted in favor 4 to 0.

The Board voted to move forward agenda items 6d) and 6e) – motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Informational only – National Animal Care & Control Association Training Conference and Show Scholarship Award

Town Manager Julie Jacobson described the scholarship awarded to Aimee Contois, Auburn's Animal Control Officer, to attend the National Animal Care and Control Association Training Conference and Show. She congratulated Aimee on the award and recognized Director Darlene Coyle for her support to Aimee during the scholarship application process and encouraging her employees to pursue professional development opportunities.

Updated Cemetery Prices and Policies

DPW Director Bill Coyle and Highway, Parks and Cemetery Superintendent Kenneth Fairbanks were present and explained the updated prices and policies for the Cemetery. Mr. Coyle identified the changes and his rationale for them. Town Manager Jacobson thanked Mr. Coyle, Mr. Fairbanks and their staff for their work.

Communications

FEMA Notification of Flood Risk Review Meeting on September 26, 2019 Review of the FEMA 2019 Quinebaug Watershed Floodplain Work Maps.

Town Manager Julie Jacobson advised that DPW Director Bill Coyle and/or Civil Engineer Joanna Paquin would be attending the meeting.

Potential Vote on Appointment of Town Resident Member of the Press to the John E. and Ethel E. Riley Outstanding Citizenship Award Committee.

There was discussion on the appointment process. Mrs. Goodrich discussed the Board's role in the appointment of the resident member of the press to the committee. Mr. Carpenter said that in the future individuals should be submitting to the Board in writing their interest and willingness to be appointed.

The Board voted to appoint Jeff LaBonte to the John E. and Ethel E. Riley Outstanding Citizenship Award Committee (Motion made by Mrs. Goodrich; motion seconded by Mr. Berthiaume) 4 to 0.

Drainlayer License-J. C. Kady Builders, Inc. of East Brookfield, MA.

The Board reviewed the license application and recommendations of the Sewer Commission. Mr. Carpenter asked Jeff Mitchell to be sure that, going forward, the references provided by the applicants were complete and current.

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 Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

Drainlayer License – LEI Corporation of Boylston, MA.

The Board reviewed the license application and recommendations of 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 Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

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

The Board of Selectmen voted to approve two gift acceptances to the Fire Rescue/Department from the following:

- Deanna White in the amount of \$100.00 for the Fire Department Gift Account - Mr. Berthiaume made a motion to approve with gratitude. Mr. Laliberte seconded the motion and the Board voted in favor 4 to 0.
- Simon Properties/Auburn Mall in the amount of \$1,053.00 for the Fire Department Gift Account- Mr. Berthiaume made a motion to approve with gratitude and a letter signed by the Chairman. Mr. Laliberte seconded the motion and the Board voted in favor 4 to 0.

Proclamations and Recognitions

There were no items.

Town Manager’s Nomination for the National 2019 Trailblazer Award from the League of Women in Government.

The Town Manager discussed her nomination and her appreciation of the honor to be chosen as one of the ten finalists for the award. She advised that the winner will be announced at the ICMA Conference in October.

Board members congratulated Ms. Jacobson on her accomplishment and national recognition.

Tabled Items

There were no items.

Board of Selectmen Member Items

There were no items.

Public Comments

There were no additional public comments.

Mr. Carpenter asked if there were any corrections or omissions in the minutes of August 12, 2019. There being none, the Chair accepted the minutes of August 12, 2019 as written.

The meeting was adjourned (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

The following documents were part of the Board of Selectmen’s Meeting of September 23, 2019 and are retained in the Executive Office of the Town Manager:

- September 23, 2019 Agenda
- Request from the AY&FS Board of Directors to Name the Town Building at 21 Pheasant Court “The Sally D’Arcangelo Center for Auburn Youth and Family Services, Inc.”; Abutters Notification; Letter of Support for the Request from Raymond Butler of Midstate Auto Group, Inc.
- FEMA Notification of Flood Risk Review Meeting on September 26, 2019 Review of the FEMA 2019 Quinebaug Watershed Floodplain Work Maps
- Application Documents - Seasonal Open Air License on Town Property Boy Scout Troop 101 Can and Bottle Drive at Auburn Fire Station on Saturday October 19, 2019; Recommendation of Fire Chief via email September 17, 2019
- October 15, 2019 Special Town Meeting Warrant
- Request from Fire Chief dated September 19, 2019 to Declare Surplus Equipment (two vehicles – 1999 KME Rescue/Pumper and 2007 Ford Taurus) for Disposal Purposes
- Information on National Animal Care & Control Association Training Conference and Show Scholarship Award
- Request from Town Clerk dated September 16, 2019 for Board Appointment of Town Resident Member of the Press to the John E. and Ethel E. Riley Outstanding Citizenship Award Committee

- Application Documents - Drainlayer License-J. C. Kady Builders, Inc. of East Brookfield, MA.; Recommendation of Sewer Commission dated September 13, 2019
- Application Documents - Drainlayer License – LEI Corporation of Boylston, MA.; Recommendation of Sewer Commission dated September 13, 2019
- Gift Acceptances – Fire/Rescue Department (2)
- Updated Cemetery Prices and Policies
- Minutes of August 12, 2019