

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 30, 2019

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

Absent: Lionel R. Berthiaume

Chairman Kenneth Holstrom called the meeting to order at 7:00 P.M.

In accordance with the Open Meeting Law, Mr. Holstrom 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 were no public comments.

Communications

There were no items.

Board of Selectmen General Items

Interview with Michael Marshall for the vacant seat on the Finance Committee and potential vote to appoint

The Board of Selectmen met with Michael Marshall, the candidate for appointment to the Finance Committee. Mr. Marshall had formerly been interviewed by the Board for another town committee but was not selected. Finance Committee Chairman Anne Cavanaugh had emailed notice today that she was unable to attend tonight’s meeting, but she had full faith in the decision of the Board regarding the appointment.

Mrs. Goodrich made a motion, based on Mr. Marshall’s prior interview and Anne Cavanaugh’s comments, to appoint Michael Marshall to the Finance Committee for a term expiring June 30, 2022. Mr. Carpenter seconded the motion and the Board voted in favor 4 to 0.

Annual Vote on the Schedule of Fees and Schedule of Fines

The Town Manager Julie A. Jacobson advised the Board of Selectmen that there were no changes requested to the Schedule of Fees and Schedule of Fines for this year.

Mr. Carpenter said that he did not have time to review the information and that he wanted to table the item. Ms. Jacobson said that the issue was that the current schedules would expire on October 22nd, which was before the Board’s next meeting on October 28th. Mrs. Goodrich asked

about Mr. Carpenter’s questions and if there were any parts of the schedules that could be approved. Mr. Carpenter said that he did not have time to review the schedules and to make notes on any questions.

Mrs. Goodrich then made a motion to approve the Schedule of Fees to be effective October 22, 2019. Mr. Laliberte seconded the motion and the Board of Selectmen voted in favor 3-0-1. Mr. Carpenter abstained.

Mrs. Goodrich made a motion to approve the Schedule of Fines to be effective October 22, 2019. Mr. Laliberte seconded the motion and the Board of Selectmen voted in favor 3-0-1. Mr. Carpenter abstained.

Vote on Warrant Articles held from the Board of Selectmen Meeting of September 23, 2019

Article 6. To see if Town Meeting will vote to re-purpose CIP funds by amending Article 4 of the May 2, 2017 Annual Town Meeting, Auburn High School Building Rehab, (Acct.#302018-581842) as follows: Authorize the remaining \$11,360.88 in this account to be used to complete necessary Stage Upgrades at Auburn High School; or act on anything relative thereto.

By the Auburn School Committee

At the last meeting Mr. Laliberte had requested more information on what constituted “Stage Upgrades”.

Chairman Holstrom read from School Superintendent Brunelle’s response that the upgrades would be to replace portions of the stage floor, as required due to wear and tear, as well as to upgrade the existing projector and connect it to the booth permanently (rather than the temporary set up for the annual and fall special town meetings).

The Board of Selectmen then voted to recommend approval of Article 6 (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

The Town Manager advised that Article 21 seeking the proposed amendment to the Zoning Map has been withdrawn from the fall special town meeting warrant. The Planning Board held the required public hearing and at that meeting the Planning Board voted not to support Article 21 relating to the Zoning Map amendment to change certain General Industry zoned parcels to Industrial Park. Therefore, there was no need for the Board to make a recommendation.

The Town Manager discussed the presentation to the town meeting on Article 16 that is the proposed Plastic Bag Reduction Bylaw sponsored by the Board of Selectmen.

Common Victualer License – S & L Pizza, Inc. dba Domino’s Pizza

Mr. William Mohan, Marketing and Service Representative, was present on behalf of the application. The Board reviewed the recommendations regarding the application from the Development Coordinating Group, in particular the issue of the external grease trap. Mr. Mohan had provided a letter that the Board of Sewer Commissioners granted his request for a waiver for the external grease trap with the following conditions:

1. The Sewer Department and Board of Health must be notified if/when a change of menu is planned that would result in the generation of additional grease.
2. The installation of equipment that would generate additional grease.
3. Food processing change that would increase grease generation.

Mrs. Goodrich discussed the grease trap waiver. She said that she thought that it was under the Board of Health and questioned how it would be monitored.

DDIS Director Darlene Coyle explained the process to get the waiver for the external grease trap from the Sewer Commission.

Mr. Mohan discussed the background of the process and meeting with other town boards and their plans to install an internal grease trap and to maintain and clean it. He referenced the grease trap information on Domino's letterhead provided to the Board for review. Mr. Mohan advised that there would be no changes to the menu; it is the same nationwide.

Mrs. Goodrich expressed continued concern with monitoring the grease trap.

Following the discussion the Board voted to approve the Common Victualer License for S & L Pizza, Inc. dba Domino's Pizza, 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 of the conditions shall invalidate the license and render it null and void (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) voted in favor 4 to 0.

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

There were no items.

Proclamations/Recognitions

There were no items.

Board of Selectmen Meeting on October 15, 2019 6:00 P.M.

The Board discussed potential items for the meeting. Following the discussion it was agreed not to meet on October 15, 2019 before the town meeting. The next regular Board of Selectmen meeting would be Monday October 28, 2019.

Eastland Partners – The Reserves at Ashworth Hill

The Board continued the discussion about the proposed housing development. The Town Manager discussed recent questions from a board member and responses from the developer and her that had provided to all board members. She discussed the application process for the LIP and said that the Board might take a vote at the October 28th if they are ready.

Mrs. Goodrich discussed how "affordable" is determined. Ms. Jacobson said that the median income and 80% determined by the state.

Mr. Carpenter made comments on the wish list of impact mitigation items and summarized some others he would like include:

1. Potential widening roadways that have been identified
2. Potential connection of walkways through Oxford
3. Potential funding for ADA study if the Town doesn't get the grant award
4. Potential to look at expansion of the budget for the Memorial Day Parade and Independence Day event

Mr. Carpenter made a motion to include these items as he outlined. Mr. Laliberte seconded.

Under discussion, Mrs. Goodrich said that she was okay with including these items on the wish list with the understanding that board members can have a discussion with the Town Manager or that it comes back to the Board of Selectmen when final decisions are being made about priorities.

Ms. Jacobson advised that two items on the mitigation list to focus on immediately were the post construction roadway improvements and discharge piping and sewer study. She said that the sewer study is required because the developer is working with the Town of Oxford to develop another 320 townhouse unit project and they will seek to amend the agreement with Auburn to discharge sewage from Oxford through Auburn's systems. She said that since our system can't handle that volume, the Town needs to determine what has to be improved to handle the discharge so both projects can go through. The developer has agreed to finance the study.

Mr. Carpenter stated that he was not in favor of taking sewage from Oxford.

The Town Manager clarified the Board's intent to have further discussion on the wish list with the developer at the October 28th meeting and schedule the vote for another meeting.

The vote on Mr. Carpenter's motion was 3 to 1 in favor-passed. Mr. Holstrom opposed.

Vote on Maximum Useful Life of Equipment for upcoming BAN Sale

CFO Ed Kazanovicz explained the item

The Board of Selectmen then voted to approve that the maximum useful life of the departmental equipment listed below to be financed with the proceeds of the \$387,000 portion of the \$842,000 Capital Improvement Bonds authorized by the vote of the Town passed May 7, 2019 (Article 4) and the portion of the \$1,200,000 Roadway Improvement Bonds allocable to the purchase of streetlights authorized by the vote of the Town passed May 7, 2019 (Article 26) is hereby determined pursuant to G.L. c.44, §7(1) to be as follows:

<u>Purpose</u>	<u>Borrowing Amount</u>	<u>Maximum Useful Life</u>
Town Alarm Upgrade	\$10,000	10 Years
Electronic Fingerprint System	\$28,000	10 Years
1 Ton Dump Truck w/ Plow	\$34,000	10 Years
Lemansky Bleachers	\$10,000	10 Years
School System-wide Tech and Furniture	\$305,000	10 Years
Roadway streetlights	\$900,000	15 Years

(Motion made by Mrs. Goodrich; motion seconded by Mr. Laliberte) voted in favor 3-0-1. Mr. Carpenter abstained.

Tabled Items

There were no items.

Board of Selectmen Member Items

To discuss amending Warrant Article 16- under Section 5, last sentence, change the time the bylaw will take effect from 6 months to 9 months (Dan Carpenter).

Mr. Carpenter discussed his suggestion to change the proposed effective date of the Plastic Bag Reduction Bylaw from 6 months to 9 months as this would allow revisions to be made to the bylaw at the 2020 Annual Town Meeting before the bylaw takes effect.

The Town Manager advised that the amendment from 6 to 9 months would have to be presented from the floor at the special town meeting as the warrant has been mailed out to the town meeting members today.

Mr. Carpenter disagreed and made a motion to ask the Town Moderator to make the amendment to change the effective date of the bylaw from 6 months to 9 months. Mr. Laliberte seconded the motion and the vote was 2 – 2. Not passed.

Discussion and potential vote to establish a sub-committee to review and suggest revisions to the proposed plastic bag reduction bylaw for 2020 Annual Town Meeting (Dan Carpenter)

Mr. Carpenter discussed his proposal. He made a motion to establish a sub-committee to review and suggest revisions to the proposed Plastic Bag Reduction Bylaw for the 2020 Annual Town Meeting. There was no second. The motion failed.

There were no additional public comments.

The meeting was adjourned at 8:21 P.M. (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) voted in favor 4 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 September 30, 2019 and are retained in the Executive Office of the Town Manager:

- September 30, 2019 Agenda.
- Proposed Schedule of Fees and Proposed Schedule of Fines that are Approved Annually by the Board of Selectmen.
- Letter from School Superintendent Maryellen Brunelle explaining that the “Stage Upgrades” in Article 6 on the October 15, 2019 Special Town Meeting were to the stage floor, as required due to wear and tear, and to upgrade the existing projector and connect it to the booth permanently.

- Application Documents for Common Victualer License – S & L Pizza, Inc. dba Domino's Pizza at 711 Southbridge Street; Recommendations from Development Coordinating Group (DCG) dated July 3, 2019; Letter from Board of Sewer Commissioners dated September 18, 2019 Granting Waiver of External Grease Trap.
- Town Manager email with Additional Information from Eastland Partners; Wish List of Impact Mitigation Items for Discussion with Eastland Partners
- Vote to be Taken by the Board of Selectmen on Maximum Useful Life of Equipment for upcoming BAN Sale