

Select Board Minutes  
Monday, February 28, 2022 - 6:30 PM

Meeting to be held as hybrid with both an in-person and with a remote participation option in accordance with Chapter 20 of the Acts of 2021

Participating: Tristan Laliberte, Scott Wrenn, Daniel Carpenter, Lionel Berthiaume  
Not Participating: Sara Ruffli  
Also Present: Town Manager Julie A. Jacobson and CFO/Asst. Town Manager Ed Kazanovicz

Chair Tristan Laliberte called the meeting to order at 6:44 P.M. He announced that the meeting was being recorded and asked if anyone else was recording the meeting. No one so indicated.

The Select Board led the Pledge of Allegiance.

Public Comments

The Town Clerk Debra Gremo spoke about the annual town election in May and she announced a number of open positions, including all Town Meeting Members having to run because of redistricting. The Town Clerk discussed the process to get on the ballot.

The Board voted to take agenda items 3a), 5b) and 6b) together (Motion made by Mr. Wrenn; motion seconded by Mr. Berthiaume) roll call vote: Mr. Berthiaume, Yes; Mr. Wrenn, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Public Hearings/Presentations

Briefing on the Draft Compliance Guidance related to new requirements in Section 3A of Chapter 40A for “MBTA Communities” from the Department of Housing and Community Development.

Town Planner Adam Menard provided a briefing on the draft Compliance Guidance on new requirements in Section 3A of Chapter 40A for “MBTA Communities” from the Department of Housing and Community Development.

Mr. Menard discussed the requirement that the MBTA community shall have a zoning ordinance or bylaw that provides at least 1 district of reasonable size in which multi-family housing is permitted as of right.

Town Manager Julie Jacobson discussed next steps in the process.

Vote to Transmit Proposed Zoning Bylaw Amendment (Table of Uses-Apartments Section 3.2.2.3) to the Planning Board for Public Hearing in accordance with MGL Chapter 40A §5.

The Select Board reviewed the letter from Town Planner Adam Menard describing the proposed amendment.

The Select Board voted to transmit the proposed zoning bylaw amendment (Table of Uses-Apartments Section 3.2.2.3) to the Planning Board for the public hearing in accordance with MGL Chapter 40A §5 (Motion made by Mr. Wrenn; motion seconded by Mr. Berthiaume) roll

call vote: Mr. Berthiaume, Yes; Mr. Carpenter, No; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 3 to 1.

### Communications

#### Letter of Request for Water Street renaming to Veterans' Way

Town Manager Jacobson explained the letter from Sheila Conroy to rename a section of Water Street in Auburn that connects Oxford Street North to Southbridge Street to *Veterans' Way*. The Town Manager advised that the request has been forwarded to Town Counsel Robert Hennigan for an opinion on the process that needs to be followed relative to Ms. Conroy's request.

Mr. Wrenn made a motion to notify the Historical Commission about the request to rename a portion of Water Street. Mr. Berthiaume seconded the motion and the Board voted in favor by roll call: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 4 to 0.

### Select Board General Items

#### Common Victualer License and Hotel/Motel License–La Quinta Inn 446 Southbridge Street, Auburn MA.

Tonisha Parker, the General Manager, was present and explained the applications. She said that there would be no changes to the business operations.

The Select Board reviewed the license application documents for the licenses under the new ownership and comments/recommended conditions from the Development Coordinating Group (DCG) to be placed on the license.

- The applicant shall obtain all necessary permits and inspections from Town Departments, Boards and Commissions;
- The applicant shall obtain all necessary permits and inspections from the Board of Health;
- The applicant must remain up-to-date with all annual licenses and permits;
- The applicant shall obtain any necessary permits from the Building Department and review any applicable ADA requirements.

The Select Board voted to approve the Common Victualer License and Hotel/Motel License, provided that all applicable requirements of the state and town and any of its departments, boards and commissions have been fulfilled. Said licenses are subject to all the conditions stated upon them. Failure to comply with any and all the conditions shall invalidate the license and render it null and void and with the conditions of the DCG to be placed on the licenses (Motion made by Mr. Berthiaume; motion seconded by Mr. Wrenn) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 4 to 0.

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

The Select Board voted to approve a gift acceptance with gratitude to the Fire/Rescue Department from Heather A. Iaderosa in the amount of \$300.00 for the Fire Department Gift Account (Motion made by Mr. Berthiaume; motion seconded by Mr. Carpenter) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Proclamations and Recognitions

There were no items.

Town Manager Items

Town Manager/CFO FY2023 Budget

Town Manager Julie Jacobson gave an overview of the recommended FY2023 Budget.

CFO Ed Kazanovicz presented the FY2023 Budget recommended by the Town Manager and Chief Financial Officer. He said that it was based on the best projections at this time. There was discussion about budget priorities, revenues, expenditures and State aid estimates.

The Select Board voted to transmit the FY2023 Budget to the Finance Committee in accordance with Town Charter and Bylaws (Motion made by Mr. Wrenn; motion seconded by Mr. Berthiaume) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Briefing on the Draft Compliance Guidance related to new requirements in Section 3A of Chapter 40A for “MBTA Communities” from the Department of Housing and Community Development.

This item was presented at the beginning of the meeting.

Intermunicipal Agreement Between the Town of Oxford and the Town of Auburn for the Transportation of Wastewater.

Town Manager Julie Jacobson presented an overview of the agreement. DPW Director Joanna Paquin was present and she discussed the agreement and responded to questions posed by the Select Board members.

The Select Board voted to extend the current Intermunicipal Agreement between the Town of Oxford and the Town of Auburn for the Transportation of Wastewater for nine (9) months, March 1, 2022 to December 14, 2022 (Motion made by Mr. Berthiaume; motion seconded by Mr. Wrenn) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Board and Commission Training March 21, 2022

Ms. Jacobson announced the date for the Board and Commission Training on March 21, 2022.

Vote to Authorize the Town Manager to Apply for, Accept and Expend a Shared Streets Grant.

The Board voted to authorize the Town Manager to apply for, to accept and expend a Shared Streets Grant (Motion made by Mr. Wrenn; motion seconded by Mr. Berthiaume) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Tabled Items

There were no items.

Select Board Member Items

Discussion of Proposed Registered Marijuana Dispensary (RMD) Bylaw Amendment – by Mr. Laliberte

Chair Laliberte discussed the proposed Registered Marijuana Dispensary (RMD) Bylaw Amendment.

The Select Board voted to put a place holder for the proposed amendment on the Annual Town Meeting Warrant and to send the draft proposed amendment to the Zoning Bylaw Review Committee and Planning Board for review (Motion made by Mr. Berthiaume; motion seconded by Mr. Wrenn) roll call vote: Mr. Berthiaume Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 3 to 0. Mr. Carpenter was no longer participating remotely.

Chair Laliberte asked if there were any corrections or omissions to the minutes of December 13, 2021. There being none, Mr. Laliberte accepted the minutes of December 13, 2021.

The meeting was adjourned at 8:14 P.M. (Motion made by Mr. Wrenn; motion seconded by Mr. Berthiaume) voted in favor roll call vote: Mr. Berthiaume Yes; Mr. Wrenn, Yes; Mr. Laliberte, Yes – passed 3 to 0.

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

The following documents were part of the Select Board’s Meeting of February 28, 2022 and are retained in the Executive Office of the Town Manager:

- February 28, 2022 Agenda
- Letter of Request from Sheila Conroy for Water Street renaming to Veterans’ Way
- License application documents- Common Victualer License and Hotel/Motel License-La Quinta Inn 446 Southbridge Street, Auburn, MA.; Comments/recommendations from Development Coordinating Group (DCG) dated February 16, 2022
- Letter from Town Planner Adam Menard dated February 15, 2022 on Proposed Zoning Amendments to the Table of Uses – Apartments Section 3.2.2.3 for Select Board Vote to Transmit the Proposed Amendments to the Planning Board for Required Public Hearing per MGL Chapter 40A §5
- Gift Acceptance Form – Fire/Rescue Department totaling \$300.00
- Town Manager/CFO Recommended FY2023 Budget
- Intermunicipal Agreement between the Town of Oxford and the Town of Auburn for the Transportation of Wastewater for Select Board to Extend the Agreement
- Notice of Town of Auburn Board and Commission Training on Monday March 21, 2022 at 6:00 PM
- Minutes of December 13, 2021

