

Town of Auburn, Massachusetts
Board of Selectmen Minutes
Remote Participation Meeting
March 22, 2021- 6:00 P.M.

Participating remotely: Doreen M. Goodrich, Tristan Laliberte, Daniel Carpenter,
Lionel Berthiaume
Not Participating: Scott C. Wrenn
Also: Town Manager Julie A. Jacobson and Asst. Town
Manager/CFO Ed Kazanovicz

The Chair, Doreen Goodrich, called the meeting order at 6:00 P.M

The Chair Doreen Goodrich stated that this Open Meeting of the Town of Auburn Board of Selectmen is being conducted remotely, consistent with Governor Baker's Executive Order of March 12, 2020, which suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely as long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. For the public to join the meeting remotely by telephone, call 1-408-650-3123 and enter Access Code 235-235-861. Or, the public can join via computer at <https://global.gotomeeting.com/join/235235861>.

All supporting materials that have been provided to the members of this body are available on the Town's website. The public is encouraged to follow along using the posted agenda.

As a preliminary matter, the Chair Doreen Goodrich confirmed that all members and employees participating in the agenda were present and could hear her:

- Lionel Berthiaume - Yes
- Daniel Carpenter - Yes
- Tristan Laliberte - Yes
- Scott Wrenn - Absent

Also,

- Town Manager Julie Jacobson - Yes
- CFO/Asst. Town Manager Ed Kazanovicz - Yes
- Administrative Assistant Sharon Kwiatkowski - Yes

The Chair also noted that the meeting was being recorded by Auburn Cable Television and she stated that all votes to be taken in this meeting will be conducted by roll call vote.

Public Hearings/Presentations

Change of Manager - Century Sportsman's Club, Inc. 531 Rochdale Street, Auburn, MA.
- 6:00 P.M.

The Chair noted that the applicant was not present for the public hearing, so the Board would hold the matter for later in the meeting.

The Board voted to move forward agenda items 5b), 5c) and 5d (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

Interactive Survey for Conceptual Design of Goddard Park.

Town Manager Julie Jacobson presented the item and she said that this was the next step in the conceptual design process for the project.

Town Planner Adam Menard discussed the interactive survey created with Central Mass Regional Planning Commission (CMRPC). He described it as a tool for outreach to the public to encourage residents to provide feedback about the amenities they would like to see at Goddard Park. Mr. Menard advised that the survey can be found on the home page "Spotlights" of the Town's website.

Brotherton Way Roadway Improvements/Shared Use Path Construction (Shared Streets Grant).

Town Manager Jacobson presented information about the Shared Winter Streets and Spaces Grant Program award to the town in the amount of \$280,000.00 for work on Brotherton Way.

DPW Director William Coyle detailed the work to be done with the funds by May 31st to provide additional bicycle facilities and increase pedestrian accommodations on Brotherton Way. Mr. Coyle and Senior Civil Engineer Eilish Corey discussed the plans that were provided to the Board of Selectmen relative to the project.

Town of Auburn Participation in DHCD Local Rapid Recovery Plan Program. Economic Development Coordinator Shannon Regan provided information regarding the Local Rapid Recovery Planning (LRRP) program. She explained that the program is part of the Baker-Polito Recovery Plan to revitalize downtowns, respond to the effects of COVID-19, and prioritize actions and strategies to help local business. The LRRP provides technical assistance by consultant teams with expertise in effective strategies to stabilize business districts. The team will be reaching out to businesses in the Route 20/12 corridor by email, phone or in person to encourage them to take the survey and provide comments. Ms. Regan said that the final report should be done by the end of May

Mr. Carpenter asked to confirm that businesses in the area selected by the administration, the district from Midstate to the 12/20 split closer to Oxford, would be the only businesses given the surveys. Ms. Regan replied that was correct.

The Chair noted that the applicant for Century Sportsman's Club was still not present for the public hearing for item 2a), so the Board would continue to hold the item for later in the meeting.

Communications

There were no items.

Board of Selectmen General Items

Vote to Set Times for the May 4, 2021 Annual Town Meeting and for the May 18, 2021 Annual Town Election.

The Town Clerk Debra Gremo submitted a letter to the Board requesting a vote to set the hours for this year's Annual Town Election on May 18th.

The Board of Selectmen voted to set the hours for the May 18, 2021 Annual Town Election to be from 8:00 A.M. to 8:00 P.M. (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

The Board of Selectmen voted to set the time for the May 4, 2021 Annual Town Meeting to be 6:00 P.M. (Motion made by Mr. Berthiaume; motion seconded by Mr. Carpenter) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

Draft May 4, 2021 Annual Town Meeting Warrant

The Board of Selectmen voted to approve the May 4, 2021 Annual Town Meeting Warrant, subject to review by Town Counsel (Motion made by Mr. Carpenter; motion seconded by Mr. Berthiaume) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

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

The Board of Selectmen voted to approve with gratitude a gift acceptance to the Police Department in the amount of \$200.00 from Ray and Dee Rieder for unrestricted use (Motion made by Mr. Carpenter; motion seconded by Mr. Berthiaume) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

Proclamations and Recognitions

The Board of Selectmen voted to approve a proclamation for Sheppard Envelope for their 100 Year Anniversary (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

Drainlayer License - Alexander Construction of Worcester, MA. (Previously licensed within the past 5 years). The Board had received the license application signed by the Sewer Superintendent for Alexander Construction of Worcester, MA. that was previously licensed within the past 5 years.

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 conditions shall invalidate the license and render it null and void (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

The Chair Doreen Goodrich reminded the Board members about votes taken regarding outdoor service of food and alcohol during the pandemic. There was no additional action for the Board to take.

Reminder: Votes Taken by the Board on September 28, 2020 per Governor Baker's Order (COVID-19 Order No. 50) issued on September 10, 2020, which extends the period for outdoor table service by holders of liquor licenses for on-premises consumption and for outdoor food service and outdoor dining for holders of Common Victualer Licenses, as follows:

The Board of Selectmen voted to extend the period for outdoor table service by holders of liquor licenses licensed for on-premises consumption from November 1, 2020 up to and until sixty (60) days after the end of the state of emergency as allowed under Governor Baker's Order Making Certain Phase III Adjustments (COVID-19 Order No. 50), conditional upon review by the Public Health Director and the Building Commissioner - motion made by Mr. Carpenter; motion seconded by Mr. Berthiaume - roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes; Mr. Wrenn, Yes; Mrs. Goodrich, Yes - passed 5 to 0.

The Board of Selectmen voted to extend the period for outdoor table service of food and outdoor dining by holders of Common Victualer Licenses from November 1, 2020 up to and until sixty (60) days after the end of the state of emergency as allowed under Governor Baker's Order Making Certain Phase III Adjustments (COVID-19 Order No. 50), subject to review and approval by the Public Health Director and the Building Commissioner - motion made by Mr. Carpenter; motion seconded by Mr. Laliberte - roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes; Mr. Wrenn, Yes; Mrs. Goodrich, Yes - passed 5 to 0.

Town Manager Items

Request by Fire Chief to Declare a 2008 Chevy Tahoe as Surplus Property for Disposal Purposes.

Fire Chief Stephen Coleman requested that the Board declares a 2008 Chevy Tahoe as surplus property so that they can dispose of it.

The Board of Selectmen voted to declare the 2008 Chevy Tahoe as surplus property for disposal purposes as outlined by the Fire Chief in his letter of March 12, 2021 (Motion

made by Mr. Carpenter; motion seconded by Mr. Berthiaume) Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

Dog Park Ribbon Cutting Event April 21, 2021.

Town Manager Julie Jacobson announced that the newly constructed Dog Park would be opened to the public in a ribbon-cutting ceremony to be held on April 21st, 2021 at 12:00 P.M. The grand opening would take place at the site of the new park that is adjacent to the walking track in lower Lemansky Park.

There being no one participating for the Century Sportsman's Club Change of Manager application, the Board voted to continue the item until the next meeting at 6:00 P.M. (Motion made by Mr. Carpenter; motion seconded by Mr. Laliberte) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 4 to 0.

Tabled Items

There were no items.

Board of Selectmen Member Items

There were no items.

Mr. Berthiaume expressed thanks to the town personnel that participated in the meeting for agenda items and he stated that he appreciated all their hard work.

Mr. Berthiaume raised the point about the outdoor seating and what steps would be needed to make that outdoor seating permanent if the businesses chose to do so. He remarked that restaurants have struggled during the pandemic and despite no money coming in they had to spend money to meet requirements to be able to have the temporary outdoor seating like purchasing barriers, chairs, heaters, etc.

Ms. Jacobson advised that she would have to confer with the Building Commissioner about any potential zoning changes that would be needed. She said that she would check into it and get more information for the Board.

The Chair noted that two different processes would be involved: 1) Liquor Licenses that would apply to the Board of Selectmen and the State Alcoholic Beverages Control Commission for an Extension of Premises, and 2) Common Victualer Licenses that would apply to the Board of Selectmen.

Chair Doreen Goodrich asked if there were any omissions or corrections to the minutes of February 8, 2021. There being none, the Chair accepted the minutes of February 8, 2021 as written.

The meeting was adjourned at 6:58 P.M. (Motion made by Mr. Berthiaume; motion seconded by Mr. Laliberte) roll call vote: Mr. Berthiaume, Yes; Mr. Carpenter, Yes; Mr. Laliberte, Yes and Mrs. Goodrich, Yes - passed 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 March 22, 2021 and are retained in the Executive Office of the Town Manager:

- March 22, 2021 Agenda
- Application Documents - Change of Manager for Century Sportsman's Club, Inc. 531 Rochdale Street, Auburn, MA; Recommendation from Police Chief Andrew Sluckis via Email
- Request from Town Clerk for Board Vote to Set Hours for the May 18, 2021 Annual Town Election
- Draft May 4, 2021 Annual Town Meeting Warrant
- Gift Acceptance Forms - Police Department totaling \$200.00 for Unrestricted Use
- Proposed Proclamation - Sheppard Envelope 100th Anniversary
- Drainlayer License - Alexander Construction of Worcester, MA. (licensed within the previous 5 years)
- Request by Fire Chief to Declare a 2008 Chevy Tahoe as Surplus Property for Disposal Purposes
- Letter from Town Planner regarding Goddard Park Interactive Survey
- Letter from Economic Development Coordinator regarding Local Rapid Recovery Planning Grant
- Letter from DPW Senior Civil Engineer on Brotherton Way Roadway Improvements/Shared Use Path Construction (Shared Streets Grant)
- Report from Town Manager on Dog Park Ribbon Cutting Event April 21, 2021
- Minutes of the Meeting February 8, 2021