

Board of Selectmen Agenda
Remote Participation
June 14, 2021– 6:00 P.M.

Participating Remotely: Tristan J. Laliberte, Lionel R. Berthiaume, Daniel S. Carpenter, Scott C. Wrenn and Sara K. Rufli
Also Participating: Town Manager Julie A. Jacobson and CFO/Asst. Town Manager Ed Kazanovicz

Chair Tristan J. Laliberte called the meeting to order at 6:01 P.M.

Mr. Laliberte 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. This meeting will allow for public comment under agenda item 2a) and there is a call in number for those who want to speak during that public hearing. 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, Chair Laliberte confirmed that all members and persons participating in the agenda were present and could hear him:

- Scott Wrenn - Yes
- Daniel Carpenter - Here
- Lionel Berthiaume - Not Present Yet
- Sara Rufli - Here

Also,

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

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

Public Hearings/Presentations

There were no items.

Communications

There were no items.

Board of Selectmen General ItemsTransient Vendor License Application Fork 'N Delicious.

There was no representative participating on behalf of the application for the Transient Vendor License (mobile food truck).

Town Manager Julie Jacobson recommended that the Board remove the item from the agenda, as it has now been continued for a number of meetings. She stated that it was her understanding that the applicant is yet to provide the application and documents to do the required fingerprint CORI checks and if he does submit what is needed for the checks we can reinstate the item on a future agenda.

The Board of Selectmen voted to remove from the agenda the item Transient Vendor License Application Fork N' Delicious (Motion made by Mr. Wrenn; motion seconded by Ms. Rufli) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Abstain; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 3-0-1.

Application for One Day Beer and Wine Licenses (30) – Town of Auburn Pakachoag Golf Course.

Recreation Director Kristen Pappas was participating remotely for the license applications.

Board members reviewed the application documents, event calendar and comments from the Development Coordinating Group (DCG):

- The applicant shall obtain all necessary permits and inspections from Town Departments, Boards, and Commissions;
- Applicable staff must be TIPS certified. All servers who are not yet TIPS certified will have an opportunity to attend a certification class on June 28th;
- The hours for serving alcohol to be from 10:00am to 9:00pm;
- There must be clear signage identifying where alcohol can be served and consumed (“No Alcohol Beyond this Point”);
- The Board of Selectmen must be notified if any amendments are made to the calendar.

Selectman Scott Wrenn disclosed that he is a member at Pakachoag Golf Course, but has no financial interest in the matter, can make a fair and impartial decision and he will not be abstaining from the vote.

The Board of Selectmen voted to approve the licenses (30), 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. Wrenn; motion seconded by Ms. Rufli) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Board and Committee Re-Appointments

The Board of Selectmen voted to re-appoint Deborah Nurse to the Board of Registrars for a term that expires June 30, 2024 (Motion made by Mr. Carpenter; motion seconded by Mr. Wrenn) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes.

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

The Board of Selectmen voted to accept with gratitude a gift to the Public Library of goods (\$50.00 Papa Gino's Gift Certificate) from Carl and Pam Masshardt as a gift for the library staff in appreciation of services (Motion made by Mr. Wrenn; motion seconded by Mr. Carpenter) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

The Board of Selectmen voted to accept with gratitude and letters signed by the Chair gifts to the Police Department in the amount of \$5,000.00 from Solar Wolf Energy, Inc. for unrestricted use and to the Fire/Rescue Department in the amount of \$5,000.00 from Solar Wolf Energy, Inc., unrestricted use (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes.

Proclamations and RecognitionsRequest for Board Vote to Send a Letter of Congratulations to Patrick Mazda on their New Facility.

Town Manager Julie Jacobson explained the Grand Opening event.

The Board of Selectmen voted to send a letter of congratulations to Patrick Mazda on their new facility at 189 Washington Street, Auburn, MA. (Motion made by Mr. Wrenn; motion seconded by Mr. Carpenter) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Request for Board Vote to send a Letter of Recognition to the citizens who saved a life at the Dr. Arthur and Dr. Martha Pappas Recreation Complex.

Deputy Fire Chief Glenn Johnson was participating remotely and described the incident at the Pappas Recreation Complex whereby an individual was having a medical emergency and individuals that were at the complex administered to him until help arrived.

Deputy Chief Johnson said that the individuals did not want public recognition for their actions, they were happy to be able to help in that situation. The Deputy Fire Chief stressed that it was very important to have defibrillators at all community fields.

The Board of Selectmen voted to get the names of the citizens who helped to save the life at the Pappas Complex that day from Deputy Chief Johnson and to send letters of recognition to them (Motion made by Mr. Wrenn; motion seconded by Mr. Carpenter) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Drainlayer License – Gold Star Builders, Inc. of Worcester, MA.

The Board had received the application documents and recommendation by the Board of Sewer Commissioners to issue the license. Mr. Carpenter noted that the applicant did not submit the required number of written recommendations per the Board's policy. There was only one letter from 2017 and not three letters as required. In addition, Mr. Carpenter said that some of the licenses from other towns that the applicant provided were out-of-date.

Bill Coyle was on the call and he offered to bring the application back to the Sewer Commission to follow up with the applicant for the additional recommendations.

Mr. Berthiaume was attempting to participate in the meeting at that point, but was having computer difficulties and he was working to resolve them.

Mr. Carpenter made a motion to hold the application to the next meeting and refer to the Sewer Commission to ask the applicant to provide the documents needed per the policy of three letters of recommendation. Mr. Wrenn seconded the motion and the Board voted by roll call: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Drainlayer License- Vegas Builders of Berlin, MA.

The Board reviewed the application documents and recommendation by the Board of Sewer Commissioners.

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. Carpenter; motion seconded by Mr. Wrenn) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

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Drainlayer License (Previously Licensed within past 5 years) – Gustafson Plumbers, Inc. of Worcester, MA.

The Board reviewed the application documents.

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. Carpenter; motion seconded by Mr. Wrenn) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Auburn Housing Authority Vacant Seat Update

Town Manager Julie Jacobson gave the Board an update on the Auburn Housing Authority vacant seat. She said that the AHA didn't notify all its residents about the available tenant seat. They just advised the state tenants and not the federal tenants and they already have a state tenant on the authority.

Ms. Jacobson said that she understands that the Department of Housing and Community Development (DHCD) will be reaching out to the Auburn Housing Authority regarding this matter. She said that once the process is certified the Board of Selectmen will get names for appointment.

Annual Vote to Reaffirm Board of Selectmen Code of Conduct per the policy.

The Board of Selectmen voted to reaffirm the Board of Selectmen Code of Conduct per the policy (Motion made by Mr. Wrenn; motion seconded by Ms. Rufli) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, No; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 3 to 1.

Discussion on Revisiting Plastic Bag Reduction Policy Implementation Post COVID

Town Manager Julie Jacobson gave the background of the town meeting approval of the single use plastic bag reduction bylaw and the subsequent delay of the implementation due to COVID 19.

DDIS Director Darlene Coyle was participating remotely and she advised that the State has been working on a draft plastic bag reduction law, but she was not sure if that would move forward.

Ms. Coyle discussed the next steps to develop an implementation plan, wants to take it slow.

Mr. Carpenter agreed that it's important not to rush and to give businesses and people time to get back to normal. He asked about reaching out to the Chamber of Commerce at one of their meetings. Ms. Coyle agreed.

Mr. Laliberte agreed with setting a timeline and to get more information at the next meeting and to see what the state legislature does.

Selectman Lionel Berthiaume was then able to participate remotely.

Discussion and Potential Vote on Summer Meeting Schedule

The Board of Selectmen discussed the summer meeting schedule and voted to hold meetings in the summer on Monday July 12, 2021 and Monday August 9, 2021 (Motion made by Mr. Wrenn; motion seconded by Ms. Rufli) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Mr. Berthiaume, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 5 to 0.

Town Manager Items

Request Board of Selectmen Confirmation of Appointment of Joanna Paquin as DPW Director effective June 19, 2021.

Town Manager Julie Jacobson presented the agenda item. She said that she was sorry to lose Mr. Coyle in Auburn but it was a great opportunity for him to be the Deputy DPW Commissioner in Worcester.

The following speakers offered their congratulations to Bill Coyle and thanked him for his many years of service to the Town of Auburn and for his excellent work as Auburn's first DPW Director. They wished him well in his new position.

- CFO/Asst. Town Manager Ed Kazanovicz

- Select Board Member Scott Wrenn
- Select Board Member Daniel Carpenter
- Select Board Member Tristan J. Laliberte
- Former Select Board Member Doreen Goodrich
- Recreation Director Kristen Pappas

Bill Coyle thanked everyone for their kind comments and acknowledgements. He said that he would miss everyone in Auburn.

The Town Manager then presented her recommendation of Joanna Paquin to be confirmed as DPW Director effective June 19, 2021. Ms. Paquin is the current Asst. DPW Director and Sewer Superintendent.

CFO/Asst. Town Manager Ed Kazanovicz gave his endorsement of the Town Manager's recommendation for Joanna Paquin to be appointed as DPW Director.

There were no questions from Board members.

The Board of Selectmen then voted to confirm the appointment of Joanna Paquin as DPW Director as of June 19, 2021 (Motion made by Mr. Carpenter; motion seconded by Mr. Wrenn) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Mr. Berthiaume, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 5 to 0.

Joanna Paquin thanked the Board of Selectmen and the Town Manager and she said that she would do her best to continue the great work of Bill Coyle as the Director of the Department of Public Works.

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Covid-19 Reopening Plan for Town

The Town Manager gave an update on reopening plans for the town hall, library and senior center. She discussed the restrictions that will be lifted on May 29th and advised that the governor will be lifting the state of emergency on June 15th. She said that she will be lifting the local state of emergency as well.

Ms. Jacobson thanked Cheryl Westerman for staffing the kiosk at the town hall for the past year.

Summer Concert Schedule

The Town Manager reported that the summer concerts would be resuming on Thursdays at 6:00 P.M., with the first concert on July 8th.

Farmer's Market

Ms. Jacobson said that the farmer's markets would be starting on June 24th and would be held from 4:00 P.M. to 7:00 P.M.

Tabled Items

There were no items.

Board of Selectmen Member Items

Request for Update on Camp Gleason

Mr. Carpenter requested the item. Mr. Bill Coyle provided an update on the project. He said that the work began last fall with cleaning out and gutting the interior of the building. There was also excavation work done for the new foundation before the weather turned cold. During the winter work was done inside to remediate the mold and asbestos in the basement. Recently this spring the new foundation was poured and a new concrete floor installed. Framing work on the outside of the structure would be done in July and work inside the building would continue over the winter with the total project to be completed next spring.

Request the Board begin Discussions regarding Updating the commonly used Name Board of Selectmen to Select Board.

The Town Manager said that the name change might need legislative action and she would reach out to Doreen Goodrich to obtain the information that she may have on the process.

The Board voted to take the necessary steps, including filing legislation or asking that legislation be filed on behalf of the town, to change the name to Select Board (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 4 to 0.

Ms. Jacobson advised that she would speak to Town Counsel regarding any issues with the Town Charter.

Chair Laliberte asked if there were any corrections to the minutes of April 26, 2021. There being none, the Chair accepted the minutes of April 26, 2021 as.

The meeting was adjourned at 7:35 P.M. (Motion made by Mr. Carpenter; motion seconded by Mr. Wrenn) roll call vote: Mr. Wrenn, Yes; Mr. Carpenter, Yes; Ms. Rufli, Yes; Mr. Laliberte, Yes – passed 5 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 June 14, 2021 and are retained in the Executive Office of the Town Manager:

- June 14, 2021 Agenda.
- Application Documents – Transient Vendor License Application Fork N' Delicious; Development Coordinating Group (DCG) Letter with Recommendations dated May 5, 2021
- Application for One Day Beer and Wine Licenses (30) – Town of Auburn Pakachoag Golf Course; DCG Recommendation dated June 8, 2021
- Gift Acceptance Forms – Police Department \$5,000.00 from Solar Wolf Energy, Inc.; Fire/Rescue \$5,000.00 from Solar Wolf Energy, Inc.; Library – goods (\$50.00 Papa Gino's Gift Certificate)
- Application Documents - Drainlayer License Gold Star Builders, Inc. of Worcester, MA.; Recommendation of Sewer Commissioners dated May 21, 2021
- Application Documents – Drainlayer License Vegas Builders of Berlin, MA.; Recommendations of Sewer Commissioners dated May 21, 2021 and May 28, 2021
- Application Documents – Drainlayer License (previously licensed within the past 5 years) Gustafson Plumbers, Inc. of Worcester, MA.
- Minutes of April 26, 2021