

Select Board Minutes

Monday, October 24, 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 107 of the Acts of 2022.*

Present: Scott C. Wrenn, Sara K. Rufli, Daniel S. Carpenter and Steven Chambers

Also Present: Town Manager Julie A. Jacobson and CFO/Asst. Town Manager Ed Kazanovicz

Chair Scott Wrenn called the meeting to order at 6:30 P.M.

Mr. Wrenn announced that this Open Meeting of the Town of Auburn Select Board was being operated as a hybrid model under Chapter 107 of the Acts of 2022 with in-person and remote participation options. For the public to join the meeting remotely by telephone, 1-408-650-3123 and Access Code 235-235-861. Or, the public can join via computer at <https://global.gotomeeting.com/join/235-235-861>.

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

Mr. Wrenn noted that the meeting was being recorded by Auburn Cable Television. He asked if anyone else was recording the meeting. No one so indicated.

The Chair confirmed that all members that would be participating were present in person for the meeting.

The Board led the Pledge of Allegiance.

Public Comments

There was no one wishing to speak under this item.

Public Hearings/Presentations

Vote to Continue the Public Meeting on Whitney Street Home Builders, LLC for a Local Initiative Project (LIP) for Housing Development at 16 Perry Place to the Select Board's Meeting on November 14, 2022

Town Manager advised the Board that the administration had received a request from the developer to continue the meeting.

The Select Board voted to continue the public meeting on Whitney Street Home Builders, LLC for a Local Initiative Project (LIP) for Housing Development at 16 Perry Place to the Select Board's Meeting on November 14, 2022 (Motion made by Ms. Rufli; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Patrick Automotive, Inc. Auto Repair License at 5 Saint Marks Street, Auburn, MA. -6:30 P.M.

At 6:33 P.M. the Board voted to open the hearing on the application by Patrick Automotive, Inc. for an Auto Repair License at 5 Saint Marks Street, Auburn, MA. (Motion made by Ms. Ruffli; motion seconded by Mr. Chambers) voted in favor 4 to 0.

Patrick McCarty of McCarty Engineering, was in attendance representing Patrick Automotive Group. Lisa Christian of the Patrick Automotive Group was also present. Mr. McCarty explained the application and plans for the business operation at 5 Saint Marks Street. He said that the location would be the Patrick Motors Recon Facility with the primary function being for reconditioning vehicles.

The application was reviewed by the Development Coordinating Group (DCG), which submitted the following recommended conditions to be placed on the license:

- The applicant shall obtain all necessary permits and inspections from Town Departments, Boards, or Commissions;
- The applicant shall obtain any necessary approvals of State agencies;
- The applicant shall ensure that all Fire Department regulations are met;
- Vehicle painting is prohibited at this facility; the applicant must return to the DCG for review if they wish to add vehicle painting as a service.

There were no questions from board members, the town administration or the public on the application.

The Board voted to close the hearing at 6:36 P.M. (Motion made by Ms. Ruffli; motion seconded by Mr. Chambers) voted in favor 4 to 0.

The Select Board then 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 and with the conditions of the DCG to be placed on the license, and that the license will be for the remainder of 2022 and for the year 2023 (Motion made by Ms. Ruffli; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Petition by National Grid and Verizon New England for Pole Locations on Bancroft Street – 6:30 PM

The Board received as part of the meeting packet the petition, location map and notice provided to abutters.

The petition seeks permission to work on:

Bancroft Street -National Grid to install 1 JO pole on Bancroft Street beginning at a point approximately 35 feet south of the centerline of the intersection of Boyden Ln. & Bancroft Street. Install one new 40ft. class 2 JO pole, P8-50 on Bancroft St. for the purpose of underground electric construction & maintenance to Boyden Ln.

At 6:37 P.M. the Board voted to open the hearing (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

Laura Napolitano was participating remotely on behalf of the petitioner and explained the work to be done to install a pole P8-50 on Bancroft Street for the purpose of underground construction and maintenance to 5 Boyden Ln.

Mr. Ron Klaucke of 15 Bancroft Street spoke and discussed the transformer in the area that keeps shorting out. He said that National Grid always comes at night to address the problem. He said that he's hearing that a fuse attached to the transformer is the cause and that this work is being done to stop the problem.

Mr. Chambers asked if there was existing underground service now.

Ms. Napolitano advised that National Grid is bringing the service from the new pole to an existing underground service at 5 Boyden Ln.

Mr. Klaucke said that he was having a problem understanding the nature of the work. He asked if they would be putting in a new underground line to fix the problem.

Chair Scott Wrenn summarized that the petition is for maintenance and repair to an existing structure to stop the problem of the fuse shorting out.

Mr. Chambers asked about using the existing pole. Ms. Napolitano explained that the design engineers had reviewed the site and determined this plan was the best way to fix the problem with the least disruption to the area. She said that it's the most direct connection from the riser pole to the site. She said that they would be installing a brand new underground line.

The Board voted to close the hearing at 6:49 P.M. (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

The Select Board voted to approve the petition (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 3 to 1. Mr. Chambers opposed.

Petition by National Grid and Verizon New England for Pole Locations on Boyden Ln. - 6:30 P.M.

The Board received as part of the meeting packet the petition, location map and notice provided to abutters.

Laura Napolitano explained the petition seeks permission to work on:

Boyden Ln. – National Grid to install new underground construction: 2 of 3 inch conduit encased in concrete with new primary cable on Boyden Ln. from P8-50 to an existing single-phase pad mounted transformer, spanning approximately 275ft.

At 6:51 P.M. the Board voted to open the hearing (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

Laura Napolitano explained the petition.

Ms. Rufli asked about interruption of service.

Ms. Napolitano replied that at most there would be one-half hour of interrupted service.

The Board voted to close the hearing (Motion made by Mr. Chambers; motion seconded by Ms. Rufli) voted in favor 4 to 0.

The Select Board voted to approve the petition (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 3 -1. Mr. Chambers opposed.

The Board voted to move forward agenda item 6b) Request Allocation of ARPA Funds for Community Preparedness (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

Deputy Fire Chief Glenn Johnson and EMS Coordinator Joshua Sparks were in attendance. DDIS Director Darlene Coyle was participating remotely.

Deputy Chief Johnson presented the request for \$99,800.00 in ARPA funds to establish a community preparedness program under the oversight of the Town's Community Paramedic, Joshua Sparks. He gave details about the new program, which will put all the AEDs and affiliated supplies under one agency.

Joshua Sparks spoke about the program that commits tailored lifesaving equipment to specific departments to better care for residents prior to or during emergency services arrival, and improves coordination between town departments with the management of emergency supplies.

The Deputy Fire Chief said that this was a collaborative effort with the School Department and the DDIS Public Health Division and he thanked them for their involvement.

The Select Board voted to approve the request to allocate \$99,800.00 in ARPA Funds for Community Preparedness (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

#### Communications

There were no items.

#### Select Board General Items

##### Drainlayer License SMH, Inc. of Boylston, MA.

The Board had received the application documents and recommendation letter from the Sewer Commission that recommended the issuance of the Drainlayer License.

The Select Board 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 Ms. Rufli; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Annual Vote on Schedule of Fees and Schedule of Fines.

Town Manager Julie Jacobson presented the fees and fines schedules. She said that there were no changes proposed this year.

The Select Board voted to approve the Schedule of Fees as presented (Motion made by Ms. Rufli; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

The Select Board voted to approve the Schedule of Fines as presented (Motion made by Ms. Rufli; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

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

There were no items.

Proclamations and Recognitions

There were no items.

Vote to Set the Tax Classification Hearing November 14, 2022 at 7:00 P.M.

CFO Ed Kazanovicz gave an update on the tax classification hearing. He said that the Chief Assessor is moving forward to compile financial information to prepare his presentation for the hearing. Mr. Kazanovicz said he would reach out to the board members when the information is ready.

The Select Board voted to set the Tax Classification Hearing for Monday November 14, 2022 at 7:00 P.M. (Motion made by Mr. Chambers; motion seconded by Mr. Carpenter) voted in favor 4 to 0.

Town Manager Items

DPW Request to Declare Surplus Equipment

Town Manager Jacobson presented the letter from the DPW Director requesting that the Board declares DPW equipment as surplus for disposal purposes:

- 2007 Sterling LT7500 Combination Jet/Vac Truck, VIN 2FZHATDA97AX30480

The Select Board voted to declare the equipment as surplus as requested by the DPW Director (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

Request approval to submit, accept and expend an FFY 2022 EMPG Application to MEMA in the amount of \$4,600 to fund a portion of the annual CodeRED cost

The Town Manager discussed the grant application.

The Select Board voted to approve submitting, accepting and expending an FFY 2022 EMPG Application to MEMA in the amount of \$4,600.00 to fund a portion of the annual CodeRED cost (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

The Town Manager announced a change in Town Hall hours on October 31, 2022 and November 1, 2022 – Town Hall to close at 4:00 P.M. on Monday October 31<sup>st</sup> and open from 8:00 A.M. to 7:00 P.M. on Tuesday November 1<sup>st</sup>.

There was no Board action needed.

Tabled Items

There were no items.

Select Board Member Items

There were no items.

Chair Scott Wrenn asked if there were any questions or comments on either the minutes of September 26, 2022 or October 18, 2022. There being none, Chair Wrenn accepted the minutes of September 26, 2022 and October 18, 2022 as presented.

The meeting was adjourned at 7:19 P.M. (Motion made by Mr. Carpenter; motion seconded by Ms. Rufli) voted in favor 4 to 0.

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

The following documents were part of the Select Board's meeting of October 24, 2022 and are retained in the Executive Office of Town Manager:

- October 24, 2022 Agenda
- Application Documents - Patrick Automotive, Inc. Auto Repair License at 5 Saint Marks Street, Auburn, MA.; Recommendations from Development Coordinating Group (DCG) dated October 7, 2022
- Petition by National Grid and Verizon New England for Pole Locations on Bancroft Street
- Petition by National Grid and Verizon New England for Pole Locations on Boyden Ln.
- Request by Town Administration for Allocation of ARPA Funds for Community Preparedness
- Application Documents- Drainlayer License SMH, Inc. of Boylston, MA.; Recommendation from Board of Sewer Commissioners dated October 18, 2022
- Proposed Fee Schedule effective October 24, 2022
- Proposed Fine Schedule effective October 24, 2022
- Letter from DPW Director dated October 19, 2022 Request to Declare Surplus Equipment for Disposal Purposes
- Minutes of September 26, 2022 and October 18, 2022