

**Selectmen's Meeting Minutes 11/15/10**

**Board of Selectmen  
Meeting Minutes  
11/15/10**

The Easton Board of Selectmen met this evening at the Oliver Ames High School, Room #107, 100 Lothrop Street, Easton, MA with Chair Colleen Corona presiding.

Members present: Colleen Corona, John Haederle, Irwin Cohen, Ellen Barlow, Sean Noonan and Town Administrator David Colton were present.

Corona called the meeting to order at 6:00pm.

Transfer of Restaurant All Alcohol License/Common Victualler License – Jamess Inc. dba LOCO to Maluca dba LOCO

Corona recused herself as a family member has a financial interest in the businesses. Corona left the room at 6pm.

Haederle read the notice of hearing into the record.

Applicant Katherine Pacheco was present and introduced herself as President of Maluca, Inc. and stated she will be purchasing the restaurant known as Loco at 520 Foundry Street, Easton.

Colton referenced the following conditions for the Board to consider if approving the transfer:

*The Building Inspector stated that State Building Code, 780 CMR 1011.1 requires that exit and exit access doors be marked by an approved exit sign readily visible, and internally or externally illuminated. A clearly identifiable path of egress is required. The exit signs must be installed or a variance is needed from the State Building Code Appeals Board. Secondly, with regard to the curtains that hang above the grab bars in the ladies' toilet room, these curtains need to be removed or a variance is needed from the Architectural Access Board.*

*The applicant will need to apply for a food service license through the Board of Health and provide documentation of ServeSafe certification.*

*Submission of the required workers compensation information and proof of minimum mandatory liquor liability insurance is necessary.*

*A new business certificate must be filed*

**Voted:** (Noonan/Barlow) voted unanimously to approve the transfer of licenses contingent upon the conditions as noted

**Voted:** (Noonan/Barlow) voted unanimously to approve the Pledge of License

Corona returned at 6:10pm.

## Selectmen's Meeting Minutes 11/15/10

### Affordable Housing Trust Board and Fair and Affordable Housing Partnership merger

Community Housing Planner Tim Harrigan was present and referenced the attached memo suggesting a merger of the Affordable Housing Trust Board and the Fair and Affordable Housing Partnership.

Harrigan submitted the attached charge for the Board's consideration for the Affordable Housing Trust Board. Harrigan explained that the duties of both Boards overlap. He reviewed the current membership of both Boards and noted that one member of the Trust Board has not been an active member. Colton noted that he is resigning from the Affordable Housing Trust Board, creating a vacancy.

The Board discussed the possibility of the merger and noted that advertising is not necessary but if a vacancy exists after the merger, the Board would advertise for new members as vacancies exist.

**Voted:** (Haederle/Barlow) voted unanimously to disband the Fair and Affordable Housing Partnership

**Voted:** (Barlow/Cohen) voted unanimously to assign the draft charge to the Affordable Housing Trust Board

**Voted:** (Haederle/Barlow) voted unanimously by roll call to appoint Paula Piccinin to the Trust Board fulfilling the unexpired term of David Colton

*Cohen-Piccinin; Haederle-Piccinin; Corona-Piccinin; Barlow-Piccinin, Noonan-Piccinin*

**Voted:** Barlow/Noonan) voted unanimously by roll call to appoint Ghardy Daniel to Trusts Board fulfilling the unexpired term of Chris Dunlea

*Cohen-Daniel; Haederle-Daniel; Corona-Daniel; Noonan-Daniel-Barlow-Daniel*

### Easton Historic Districts Commission

Corona explained that under the bylaw, we must appoint seven members and up to four alternates to the commission after seeking nominations from various organizations. In response to the request sent out by the Town, a letter was received by the Tri-County Board of Realtors requesting the appointment of Steve Donahue to the commission. Corona further explained that two nominations were received by Douglas King and Stephen Freitas requesting appointment of Richard Martin to the Commission. Unfortunately, because they are not residents or building owners within the district, the request cannot be considered. It was noted that Mr. Martin can apply as a citizen. Corona noted that each member of the Historical Commission would like to serve in this capacity. After discussion, Corona noted that letters requesting nominees will be sent to all property owners within the district. With respect to appointments, there was no action taken by the Board.

### Special Town Meeting

Colton referenced the Special Town Meeting Briefing Book and noted the motions and Selectmen representation for each article have been included.

A resident was present and asked about the discussion regarding polling places. Corona noted that this discussion will take place at the next Selectmen's meeting on November 29<sup>th</sup>. The date of November 15<sup>th</sup> was inaccurately listed in the newspaper.

**Voted:** (Haederle/Cohen) voted unanimously to adjourn (6:30pm)

*Respectfully submitted,*

*Mary Southworth*

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***List of Documents and Other Exhibits Used:***

Agenda Notes

Application and information relating to the transfer of licenses to Maluca, Inc. dba LOCO

Memo regarding the Affordable Housing Trust Board and Fair and Affordable Housing Partnership merger

Draft charge for the Affordable Housing Trust Board

Special Town Meeting Warrant 11/15/10

Special Town Meeting Briefing Book

*Approved 11/29/10*

## TOWN ADMINISTRATOR AGENDA NOTES

11/15/10

(6pm Room #107 OAHS)

A) **Affordable Housing Trust Board & Fair and Affordable Housing Partnership merger**

See the attached memo regarding the concept of a merger of the Affordable Housing Trust Board and Fair and Affordable Housing Partnership.

B) **Discussion re: Appointment of Members to the Easton Historic Districts Commission**

The Attorney General has approved the establishment of the Ames Historic District. Therefore, we need to appoint a Historic Districts Commission, as voted at Annual Town Meeting. After receiving no responses to our solicitation for candidates from the American Institute of Architects, the Board of Realtors as required, it is recommended that the members of the Historical Commission be appointed to the Historic Districts Commission.

Additionally, the Historical Commission has sent the Board a request from to appoint a Local Historic District Study Committee to investigate expanding the recently created Ames Historic District. Since it is the role of the Historic Districts Commission to also act as the study committee investigating expansion of the district, it is recommended that the Board ask the Historic Districts Commission to undertake that investigation and to prepare a report in time for consideration at Annual Town Meeting.

C) **Special Town Meeting**

The final warrant is attached.

**6:00pm**      **Transfer of Restaurant All Alcohol License-Common Victualler License from Jamess, Inc. dba LOCO to Maluca, Inc. dba LOCO – 520 Foundry Street, Easton, MA**

See the attached notice of hearing, application for transfer *and* pledge of license and a letter clarifying the Pledge of License from a transaction back in 2007.

The application has been circulated for comment to the Town departments. The Board will need to consider approving the Pledge of License as well as the transfer of the Restaurant All Alcohol License and Common Victuallers License.

Please consider the following conditions one the transfer/approval of the licenses:

The Building Inspector stated that State Building Code, 780 CMR 1011.1 requires that exit and exit access doors be marked by an approved exit sign readily visible, and internally or externally illuminated. A clearly identifiable path of egress is required. The exit signs must be installed or a variance is needed from the State Building Code Appeals Board. Secondly, with regard to the curtains that hang above the grab bars in the ladies' toilet room, these curtains need to be removed or a variance is needed from the Architectural Access Board.

The applicant will need to apply for a food service license through the Board of Health and provide documentation of ServeSafe certification.

Submission of the required workers compensation information and proof of minimum mandatory liquor liability insurance is necessary.

A new business certificate must be filed.



TOWN OF EASTON  
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Memorandum

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To: Board of Selectmen  
From: David Colton, Town Administrator & Tim Harrigan, Community Housing Planner  
Subject: Merger: Affordable Housing Trust Board; Fair & Affordable Housing Partnership  
Date: November 15, 2010

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Recently, The Easton Affordable Housing Trust Board and The Easton Fair and Affordable Housing Partnership held a joint meeting. The concept of a merger of these groups was discussed and recommended by consensus. The motivations for this include:

- **Overlapping missions & responsibilities.** The Trust and the Partnership are supportive of each other's activities. While the powers of each group differ, they share the ultimate goal of improving housing choice in Easton.
- **Effectiveness and efficiency.** The undertakings of a merged group would by definition have the backing of all Town appointed committee members working on housing issues. All tools of both current groups would be immediately available for the combined group's efforts. Staff time and resources would be better allocated, as support to a single merged group would be more streamlined than the current arrangement. Jennifer Goldson, who created the Trust's Action Plan, reports that communities are recognizing the benefits of a merged Trust/Partnership, and that several have successfully adopted the model.
- **Availability of committed members.** Even after a reduction in its size two years ago, the Partnership has had difficulty achieving a quorum for its meetings. This can delay important business (for instance, a housing guideline needed for a pending development has been awaiting the Partnership's approval for over a month). One member (Chris Dunlea) of the Trust has been absent for most of its recent meetings. One member (Donna Bonia) of the Partnership already holds a seat on the Trust. By fully combining the membership of both groups, the result would be a group of committed members that is able to make quorum and thus, undertake its activities.

The Trust was created at Town Meeting, while the Partnership was created by the Board of Selectmen. The most efficient steps by which the Board of Selectmen could effect a merger are as follows:

1. Disband the Partnership
2. Assign the charge of the Partnership to the Trust
3. Re-assign Partnership appointees to the Trust. There is an existing vacancy on the Trust, and David Colton is stepping down. Paula Piccinin and Ghardy Daniel are the current Partnership members who have stated their willingness to serve on the Trust.

# Fair and Affordable Housing Partnership

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## Mission:

- ❖ To develop, preserve, and advocate for housing opportunities for a broad range of income levels
- ❖ To promote housing choice in Easton
- ❖ To eliminate discrimination in housing and increase awareness of Fair Housing laws
- ❖ To exercise a leadership position in affordable housing development and planning for fair and affordable housing

## Responsibilities:

- ❖ Oversee the development and up-to-date revisions of plans and policies related to fair and affordable housing in Easton, including but not limited to:
  - The Easton Fair Housing Plan, which should be updated every five years
  - The Affordable Housing Plan Production Plan, which should be updated at least every five years
  - The Housing section of the Easton Master Plan, which should be updated at least every 10 years
- ❖ Promote implementation of the above-referenced plans
- ❖ Receive complaints about possible fair housing violations and provide information and assistance, including referrals to the Massachusetts Commission Against Discrimination (MCAD) and coordination of testing through the Fair Housing Center of Boston
- ❖ Undertake activities to increase the understanding of tenants, homeowners, landlords, realtors and lenders of their rights and responsibilities under state and federal fair housing laws. These activities include developing educational materials and conducting trainings and community outreach.
- ❖ Act as a resource to Easton residents as well as other Boards and Committees and undertake activities to increase awareness of existing housing programs for which Easton residents may already be eligible
- ❖ Undertake activities that promote goodwill and minimize discrimination in housing
- ❖ Review comprehensive permit applications and marketing plans to ensure compliance with Fair Housing Laws and consistency with Easton housing policies and plans.
- ❖ Submit an annual report for inclusion in the Town Report.

## Membership:

The partnership shall consist of five voting members to be appointed by the Board of Selectmen for a renewable term of three years. Up to two non-voting, associate members may also be designated by the Fair & Affordable Housing Partnership on an informal basis. Associate members will not be appointed by the Board of Selectmen. The Board shall affirmatively solicit diverse membership.

*Adopted by Easton Board of Selectmen March 24, 2008; amended April 18, 2008, December 7, 2009; amended 11/15/10*