

**Selectmen Meeting
Minutes
January 18, 2017**

Selectman Connolly, Selectman Sargent and Chairman Iacobucci were in attendance. Chairman Iacobucci opened the meeting at 7:00PM, he explained Selectmen Dziokonski and Selectman LeBlanc are attending the Conservation Commission meeting and will be in attendance later.

Review of Minutes

The board received minutes from December 21, 2016 Selectmen's for review and approval. Selectman Sargent made a motion to approve minutes as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Public Comment

There was none.

Liquor License Transfer 301 High Street

Chairman Iacobucci opened the hearing and invited the applicant forward. Attorney Harold Naughton representing Ms. Teresa Hisman were before the board. Attorney Naughton explained he has submitted an application packet requesting transfer of the current Liquor License under Scott Slade at 301 High Street be transferred to Ms. Teresa Hisman as manager and Karen Chambers as owner. He reviewed the business operation will remain the same there will be no changes. Ms. Hisman stated she has been a bartender for over 29 years and has a lot of experience. Chairman Iacobucci opened the hearing for Public Comment in favor of the license transfer, there was none. He asked for Public Comment in opposition of the license transfer, there was none. He closed the hearing. Selectman Sargent made a motion to approve the transfer of the license as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Common Victuallers License 310 High Street

Chairman Iacobucci explained the applicant was unable to attend this will be rescheduled for the next meeting.

Utility Pole Installation Hearing Oak Street

Chairman Iacobucci opened the hearing inviting the representative of National Grid forward. Mr. James Verney of National Grid was before the board. Mr. Verney is the engineer for this job. He explained the pole is located in the middle of the construction project with a guide wire for the pole on Wilson Street. The proposed move is to put the

pole on Wilson Street and install an anchor side walk feature. He opened the hearing up to the board for questions. Selectman Connolly asked if the guidewire will disrupt pedestrian traffic. Mr. Verney explained there will be no interference with the pedestrian traffic, the anchor is set ten feet in the air with an eight-foot bar to be kept it out of the pedestrian traffic. Chairman Iacobucci asked if the pole will be moved in line with other utility poles on the street. Mr. Verney reviewed it will be installed in line with poles on Oak Street. Chairman Iacobucci opened the hearing for Public Comment in favor of the pole installation, there was none. He asked for Public Comment in opposition of the pole installation, there was none. He closed the hearing. Selectman Connolly made a motion to approve the installation of the pole as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Oxford Court Parking Lot Maintenance Update

Chairman Iacobucci invited the representatives of Oxford Court forward for discussion. Mr. Jim Letton Residential Manager, Ms. Casey Proper Oxford Court Property Manager of 52 Forrest Street, Milford, MA. Mr. Letton explained he brought Stephen McNamara who is hired to do the snow plowing of the property. Selectman Connolly began by stating there has been an outstanding job done in improving the conditions of the property. He inquired about a written plan for the management of the parking. Mr. Letton explained he has submitted a management plan to Town Administrator Ward, including the description of the residential sticker program that was implemented. Selectman Connolly reviewed there were vehicles in the parking lot after the last storm that did not move for 48 hours. He was inquiring how these vehicles can be identified if residents or should they be towed. Mr. Letton explained there is a sticker program each resident must display parking sticker in vehicle, they have hired Gurantee Auto to tow any vehicles that do not belong. Ms. Proper explained she has contracted with a company to identify vehicle owners by their license plates, to identify if the vehicle is a resident or not. Mr. Letton explained he can send the plan over again, but it is being implemented by the management of the property.

Selectman Dziokonski arrived at 7:15PM.

Superintendent of Public Works Chris McGown

Worcester Street Illegal Dumping

Mr. McGown was before the board to discuss the illegal dumping on Worcester Street. He reviewed with the board he has taken a ride to the area and does agree there is a lot of debris that has been dumped on Worcester Street over the embankment. He explained this is a big job, the only way to clean it out is to go out to bid. There is an extreme steep embankment and you cannot carry the debris up hill. In his opinion there is no access from Plain or Allen Street area. He agrees this does need to be cleaned up. The guardrail is in disrepair, he recommends cutting some of the trees down and installing an eight-foot

fence and then adding guardrails the whole length approximately 650 feet. The fencing and guardrail will cost between \$30,000 or \$40,000 dollars, this project would fall under the Fuller Field Commission. Town Administrator Ward arrived at 7:20PM. He reviewed the clean-up portion of the project would cost around \$60,000 which would be approximately \$100,000 for the whole project. Selectman Sargent explained it is unfortunate town funding has to be used for clean-up. Mr. McGown agreed explaining nothing should be dumped the town is accepting recyclable items and yard waste at the center. Chairman Iacobucci asked for an estimated cost to be put together, the clean-up needs to be done. Selectman Connolly agreed stating any project over \$50,000 falls under the management of the Permanent Building Committee. Chairman Iacobucci asked for an approximate timeline on the clean-up project. Mr. McGown estimated about 1 month. Clinton resident Lyn Brown of 25 Ross Street was in attendance and asked to address the board regarding the clean-up. He reviewed he did a similar clean-up of an area at the end of Ross Street, on an island area that the Nashua River surrounds. Mr. Brown reviewed with the board how he completed the clean-up with the use of an A.T.V. and his truck. He explained he had reviewed the Worcester Street area and made recommendations on how to conduct a similar clean-up. The board thanked him for his input and explained they will continue to work with the Superintendent on a clean-up plan.

Water/Sewer Rate Study

Superintendent of Public Works McGown reviewed he had met with the rate study committee to review the water/sewer rates over the last 10 years. He reviewed the last increase was 10 years ago, the recommendation of the committee is to increase the rate 3% over the next 3 years beginning the next fiscal year. He explained the \$99.00 rate will increase to \$102.00, this will generate approximately \$75,000 next year and \$75,000 the following year. He reminded the board there has been a 30% wage increase since the last rate increase 10 years ago. At this time the recommendation is to keep the same rate structure. Chairman Iacobucci reviewed the rate study committee is made up of Selectman Sargent, Superintendent McGown, Town Administrator Ward and himself. Selectman Connolly made a motion to endorse the recommendation made by the Water/Sewer Rate Study Committee of an increase of 3% annually over the next 3 years to the rates. Selectmen Sargent seconded the motion. The vote was unanimous.

Administrative Business

Public Works Monthly Report

Superintendent of Public Works submitted a monthly report relative to the operations of his department for the month of November 2016 for the Selectmen's review and approval. Selectman Connolly made a motion to accept the report as presented. Selectman Dziokonski seconded the motion. Under Discussion: Selectman Sargent complimented the D.P.W. for a good response to the recent snow storms, they department did a great

job, he reminded residents & businesses to please clear the sidewalks. The board agreed, asking Town Administrator Ward to post notice on the town website. The vote was unanimous.

Fire Chief Monthly Report

Fire Chief McLaughlin submitted a monthly report relative to the operations of his department for the month of December 2016 for the Selectmen's review and approval. Selectman Connolly made a motion to accept the report as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Town Hall Use Events

Chairman Iacobucci reviewed an application have been submitted for use of the Fallon Memorial Auditorium:

CHS Class 2017	Senior Hop	March 25, 2017
Larissa Dyan	Russian Cultural Event	May 14, 2017
Olde Home Day	Olde Home Day	September 8 & 9, 2017

Selectman Dziokonski made a motion to approve the date as requested. Selectman Connolly seconded the motion. The vote was unanimous.

One Day Beer & Wine License for Olde Home Day

Chairman Iacobucci reviewed a request for a One Day Beer & Wine permit has been requested to be used in conjunction with the upcoming Olde Home Day event to be held September 8 & 9, 2017. Selectman LeBlanc made a motion to approve a One Day Beer & Wine permit for the Olde Home Day event to be used in conjunction with the September 8 & 9, 2017. Selectman Connolly seconded the motion. The vote was unanimous.

Downtown Parking Study Community & Economic Development Director

Chairman Iacobucci invited Community & Economic Development Director Phil Duffy before the board for an update on the downtown parking study. Mr. Duffy introduced Anastasia Chernozubova of Desman Design Management. Ms. Chernozubova reviewed she is working with chief analyst Andy Hill on the study to find some comprehensive solutions to revitalizing the downtown parking. She explained through data collection a lot of viable spaces have been identified. She stated 1244 spaces are available in the downtown area, the biggest demand is on High Street. Some areas are overused and some aren't used others are in need of updates. Selectman LeBlanc arrived at 7:45PM. She interviewed business owners and residents for information. Feedback was gathered from an online survey offered for 3 months, 292 were completed. She reviewed the preliminary recommendations are better signage, Police Department enforcement, and not charging a fee for parking at this time. Selectman LeBlanc asked if the survey results show the most use on the Church to Union Street end of High Street, because most of the businesses are in that block, this area is densely populated. Mr. Duffy explained the

area around Nypro seems to be the higher rate of utilization, the other areas show normal use, a utilization percentage of 85% or lower. Chairman Iacobucci explained he agrees improvements to the signage and lighting will be beneficial, a lot of the downtown area is poorly lite. Ms. Chernozubova reviewed the outcome is to provide quality versus quantity, it is good to identify the quality of the parking areas.

Old & New Business

Ciesluk Open Space Conservation Restriction

Chairman Iacobucci reviewed with the town received an open space grant to help fund the purchase of the Ciesluk property off of Chace Street. As part of receiving a grant for open space, the state requires a conservation restriction be placed on the property for preservation of the property. Selectman Dziokonski made a motion to approve a conservation restriction be placed on the Ciesluk property off of Chace Street. Selectman Connolly seconded the motion. The vote was unanimous.

Committee Reports

Government Affairs Committee

Selectman Connolly explained the committee recently met, the outcome of the discussion on the hiring of the Facility Director are the Town Administrator and Superintendent of Schools are going to meet to discuss the recruit process for the Facility Directors position. Selectman Dziokonski explained a subcommittee will be formed to interview candidates and present a short list of candidates to Town Administrator Ward and Superintendent Ingano, with Mr. Ward making the appointment. The committee will be made up of Personnel Board Chairman Mary Beth McAndrews, Chairman of the Permanent Building Committee, School Committee members and two members of the board. Selectman Sargent made a motion to nominate Selectman Connolly & Selectman Dziokonski to serve as the representatives of the Selectmen on the subcommittee. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Connolly explained he has been an central part of the process and somebody with a different set of eyes should participate. Chairman Iacobucci disagreed explaining Selectman Connolly has a background in construction which is an asset to the town. Selectman Connolly agreed to serve, but was open to others having a say in the decision. Selectman LeBlanc agreed Selectman Connolly has the background and is familiar with the duties of the position. The vote was unanimous. Selectman Dziokonski explained the committee discussed Capital Improvements in town and funding to be used to support them. He explained there is funding available from the landfill project that was discussed to be used for one time spending on Capital Improvements. At this time the committee has discussed identifying and ranking the needed improvements and setting guidelines and criteria as to how the projects will be funded. Selectman Connolly agreed the committee can set up a process to evaluate the projects and a subcommittee can be established to identify the need. The

board agreed listing some projects potentially to be funded for one time spending. The identified the Street Lighting improvements and/or installation of solar panels on the landfill. Town Administrator Ward explained there should be guidelines and a threshold set by the board and then voted on at town meeting. Selectman Sargent identified side walk improvements as another project. Selectman Connolly made a motion to nominate Selectmen LeBlanc and Sargent to serve on this subcommittee. Selectman Dziokonski seconded the motion. The vote was unanimous.

Selectman LeBlanc made a motion to adjourn the meeting at 8:15PM. Selectman Sargent seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero
Administrative Assistant
Clinton Board of Selectmen