

**Selectmen Meeting
Minutes
October 19, 2011**

Selectman Connolly, Selectman Sargent, Selectman LeBlanc, Selectman Dziokonski and Chairman Dickhaut were in attendance. Attendees were Town Administrator Ward and Solicitor Gibbons. Chairman Dickhaut opened the meeting at 7:00PM.

Chairman Dickhaut opened with a moment of silence for remembrance of a dear employee, Nibben O'Toole, who made a big difference in our community by coaching the young athletes and mentoring many. He will be greatly missed, condolences to his family. Board members agreed.

Review of Minutes

The board received minutes from the September 28, 2011 Selectmen's Meeting including Executive Session for DPW Union Contract Discussion for review and approval. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Department Head Meeting

Veterans Agent: Gerald Copenrath

Mr. Copenrath was before the board to update them on his department. He reviewed there are 21 persons on Chapter 115 benefits, things are going good in the office. There are 15 families that receive food baskets each month and they will be receiving turkeys for Thanksgiving and Christmas. There have been 7 graves decorated of deceased veterans. The office has received generous donations and distributed them to families in need, 5 cords of wood has been donated and money has been donated from a local auto group. He reviewed recently some of the memorial flag holders displayed at graves sites had been stolen, the Police department is working on returning these to the correct families. A few years back the metal for them had been changed from bronze to aluminum. Chairman Dickhaut reviewed the budget to cover chapter 115 had been increased in this year from last year's budget, will this be enough to cover the need. Mr. Copenrath explained it is very difficult to predict the amount needed, by law the town is required to assist any veteran in need of benefits, if they qualify. Selectman Sargent thanked Mr. Copenrath for his work on the list of town properties with flags. Mr. Copenrath explained it is not a law that a flag flying at night be illuminated, it is a provision. If it is unable to be illuminated at night preferably the flag should be lowered, the protocol would be not to fly a flag at night if not illuminated. Selectman Sargent asked about the flags under the jurisdiction of the Parks & Recreation Commission flying at Duffy Park, Acre and Depot Square, will they be taken down at night. Administrator Ward explained he met with the Director of Park & Recreation Department who explained the flags will fly as is, they do not have funding to repair lights and the manpower to remove them at night. He reviewed the Library has inquired about the solar powered light for their flag pole. Chairman Dickhaut asked Mr. Copenrath if he contacts any returning service men from Afghanistan and Iraq. Mr. Copenrath reviewed he

only sees those that come in to the office, he does receive a notice from Boston when they are returning. Selectman Dziokonski asked if Mr. Coppenrath had any type of relationship with the Veterans Organizations in Worcester. Mr. Coppenrath stated yes he works with them frequently. Chairman Dickhaut thanked Mr. Coppenrath for meeting with the board and the report submitted, she asked him to work it out with Town Administrator Ward if the report should be submitted monthly or quarterly for the Veteran's Department.

CEMA Director: Constantino Zapantis

Town Administrator Ward explained the Director had a scheduling conflict and is unable to attend the meeting.

Administrative Business

Late Night Closings

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of November 2011: Clem's Liberty Tavern, Clinton Turn Verein, Crystal Café, Old Timer, Ringside Café, The Simple Man Saloon & Spruce Street Tavern and Sevi's. Selectman LeBlanc made a motion to approve the requests as presented with the Police Chiefs review and approval. Selectman Connolly seconded the motion. The vote was unanimous.

Town Hall Use Commission Events

Town Administrator Ward reviewed Town Hall Use Commission recommended use on the following date:

12/03/11	Holiday Pops Concert
12/14/11	Nypro Holiday Party
02/25/11	Polus Center Irish Rock Concert

Selectman LeBlanc made a motion to approve the dates presented. Selectman Connolly seconded the motion. The vote was unanimous.

One Day Liquor License Permit

Town Administrator Ward reviewed the Friends of the Polus Center is requesting a one-day liquor license in conjunction with the Irish Rock Concert event on 02/25/12. Selectman LeBlanc made a motion to approve the request as presented. Selectman Connolly seconded the motion. The vote is unanimous.

Public Works Monthly Report

Superintendent of Public Works submitted a monthly report relative to the operations of his department for the month of September 2011 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Old & New Business

Clinton Housing Authority Building Permit Waiver Request

Chairman Dickhaut explained the Housing Authority is working on putting a new roof on the Presentation Apartments Complex building located on Chestnut Street. The board has received a request to have the building permit fee waived. Building Commissioner Zahariadis was before the board to explain it is a big job and he has readjusted the fee once, then the job changed and the contractor explained they would have to remove the underlayment, and get an engineer's report submitted. He reviewed the total fee ordinarily would be 1% of the cost of the job, the calculated fee due is under \$9000.00. He explained if the board was to waive the fee during budget time, it is important to remember his permit fees may be down because of the fees not being paid. Selectman Sargent explained the money will be coming from the operating budget of Housing Department that could be used for seniors. Selectman Sargent made a motion to waive the current fee for the Clinton Housing Authority roof project at the Presentation Apartments Complex as requested. Selectman Connolly seconded the motion. Under Discussion: Building Commissioner Zahariadis reminded the board in the Spring during budget season, he will have less money being processed in his department, you are approving taking from one and giving to another. Chairman Dickhaut reminded the board the Housing Authority works with the Federal and State Government and receives funding. The Clinton residents benefit from money collected by these fees and put into the general fund to support all of the departments. If this request is approved you will be opening a pandoras box on all types of requests. Selectman Connolly asked if in the past the fees have been waived for other town departments on projects of this size. Building Commissioner Zahariadis explained this is considered a Federal Agency. There are guidelines for local departments but this will fall under the Federal program it is taken as any other permit request. Selectman Connolly asked about school projects is there a permit fee charged. Building Commissioner Zahariadis stated yes and gave the example of the new high school in Boylston. Selectman Sargent stated the other buildings under the housing authority need updates and the funding could be used for those. Selectman Dziokonski asked the amount of 1% of the job. Building Commissioner Zahariadis explained he does not have an actual price; he would have to calculate using the square footage of the project. Administrator Ward estimated the job at about \$100,000., so 1% would be about \$1000.00. Selectman Connolly stated he is uneasy about the question regarding the fee as revenue, he understands if the fee is collected it will go to the general fund and all the departments will benefit, if not the money saved can stay within the Housing Authority budget and be used to update the existing housing projects. Building Commissioner Zahariadis explained it will affect the Building Department when fees are looked at and are down because no fee was charged. The vote was 3/2 opposition Selectman LeBlanc and Chairman Dickhaut.

Dog Officer Resignation

Administrator Ward reviewed he has received a resignation letter from Dog Officer Stephen Mudgett. Mr. Mudgett has worked for the town for the past 10 years, he recently has started a full time position out of town and it is limiting to him to get back to town in response to calls. Selectman LeBlanc asked Administrator Ward to contact the town of Lancaster and inquire if they would be interested in sharing their dog officer with

Clinton. Chairman Dickhaut stated this position needs to be filled as quickly as possible. It should be advertised, and the Administrator can survey other communities to see what other communities do for coverage.

MNHG Alternate Appointment

Administrator Ward requested the board appoint him as the alternate to the Minuteman Nashoba Health Group Board of Directors, to cover in the absence of Town Treasurer. Selectman Sargent made a motion to appoint Administrator Michael Ward as the alternate on the Minuteman Nashoba Health Group Board of Directors. Selectman LeBlanc seconded the motion. The vote was unanimous.

The Clinton Home Closing

Administrator Ward explained Solicitor Gibbons has been working with the counsel for the Clinton Home Foundation to finalize the process to transfer ownership of the Clinton Home to the Town of Clinton. Several issues need to be discussed before a closing date can be set. At this time the discussion should be postponed, the Building Needs Committee has to meet to go through all aspects of the property.

Landfill Access Road Review

Administrator Ward reviewed with the board recently a resident had approached the board inquiring about several entities with access to the locks on the gate at the landfill. On file the MWRA, the town and the private property owner had access to conduct business on their property. Solicitor Gibbons has reviewed the inquiry and his recommendation is for the Town Administrator and himself and the private property owner to sit down and discuss to get more information. There is a new property owner. He would like the board to authorize the meeting and allow a chance to return to the board with updated information. Selectman Connolly made a motion to authorize Solicitor Gibbons and Administrator Ward to sit down with the new property owner to review inquiry and return to the board with an updated report on access to the gate. Selectman Sargent seconded the motion. The vote was unanimous.

Committee Reports

Christmas Lighting Committee

Selectman Dziokonski reviewed the Christmas Holiday Lighting Committee meets every Tuesday.

Selectmen's Annual Children's Holiday Party

Chairman Dickhaut announced the Selectmen's Annual Holiday party is scheduled for Saturday November 26, 2011 from 1pm to 3 pm here at the town hall. This is a great kickoff to the holiday season; the corporate sponsor of the event is Dunkin Donuts. Every year this event is successful due to the volunteers who help out. Be sure to save the date and attend.

Wachusett Chamber of Commerce Halloween Walk

Selectman Dziokonski announced on Thursday October 27, 2011, the Wachusett Chamber of Commerce will be hosting its annual Halloween Walk in conjunction with all of the uptown merchants on High Street. This is a fantastic event.

Christmas Lighting Meeting continued

Selectman Dziokonski continued discussion regarding the Christmas Lighting Committee, explaining there are 21, 4 foot wreaths available which will be put out very high for everyone to see, they are going to be rehabbed with new bows and lights. The committee has reviewed purchasing some new ornaments to display as well, they have decided on solar powered snowflakes. The fundraising campaign goal is to raise \$5000.00 to cover the expenses. The committee has successfully coordinated efforts with the Wachusett Chamber and Community & Economic Development Director Phil Duffy. The boards needs to approve an account be established to support the committee. Selectman Dziokonski made a motion to establish a Christmas Lighting Committee account. Selectman LeBlanc seconded the motion. Selectman Connolly asked if this will be a revolving fund. Administrator Ward explained yes it will stay in place and solely is funded by the donations collected. Selectman Dziokonski suggested board members can donate as well. The vote was unanimous. The official lighting will take place on Saturday December 3, 2011.

Government Committee

Chairman Dickhaut explained this committee met to review ways to consolidate; we will meet again within the next two weeks and report back to the board next month.

Cable Committee

Selectman Connolly explained this committee is in the process to point its focus on the development of plans for a studio. Discussions are in the works to get a consultant on board to keep things going day to day.

Senior Building Needs Committee

Selectman LeBlanc explained the committee is in negotiations with an Architect and will be scheduling another meeting.

Secure Community Initiative

Selectman Connolly reviewed he would like to get some input from the Town Administrator and Police Chief regarding the Secure Communities initiative. He would like some feedback on what role the town would play in that and doesn't want it to be overlooked.

Public Comment

Robert Mileski of 86 Nashua Street was before the board to discuss his concern regarding street lights on the Chestnut Street bridge, there were always two street lights on that side of the road and they were removed with the bridge construction project. These two poles have never been replaced. Chairman Dickhaut reviewed this will be under the direction of National Grid. Administrator Ward explained he has made an

inquiry with National Grid and is working with an Engineer to research records regarding these poles. National Grid explained the records are off site and will have to be researched and reviewed for further information. Administrator Ward explained he is still waiting for a return call regarding this issue. He will follow up and try to get an update. Mr. Mileski reviewed he had reported this to the board close to a year ago and nothing has changed. He would like to see the poles returned to the area before winter, it is very dark and he has concerns for people walking in the area at night. Administrator Ward stated he will work with National Grid and the State regarding the replacement of the lights. Mr. Mileski reviewed there are two lights that need to be replaced for public safety. Chairman Dickhaut thanked Mr. Mileski for the update on this issue.

Selectman LeBlanc made a motion at 8:00PM to adjourn. Selectman Sargent seconded the motion. The vote was unanimous.

Meeting adjourned.

Respectfully submitted,

Joyce A. Corbosiero
Administrative Assistant
Clinton Board of Selectmen