

**Selectmen Meeting
Minutes
November 18, 2015**

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

Review of Minutes

The board received minutes from October 21, 2015 Selectmen's Meeting including Executive Sessions for D.P.W. Union Contract and October 21, 2015 review and approval. Selectman Dziokonski made a motion to approve minutes as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Public Comment

Mr. John Martin of 28 Orange Street was before the board to discuss the State's open Meeting Law. Mr. Martin reviewed this law covers the release of Executive Session minutes and non disclosure announcements. He explained once the issue discussed has been established the law is to have the board review and approve for release. At that time the minutes are to be published on the town's website. Chairman LeBlanc thanked Mr. Martin for his input.

Common Victuallers License Hearing- One High Street

Chairman LeBlanc invited the applicant forward. Ms. Kristen Livoti d/b/a Bella Cakes was before the board. Chairman LeBlanc asked Ms. Livoti to share what the business will be. Ms. Livoti explained the plan is to have a custom bake shop and full retail bakery including a vintage soda fountain including ice cream. Chairman LeBlanc opened the hearing for public comment, he asked for comments in favor of the business, there were none. He asked for comments in opposition, there were none. Chairman LeBlanc asked for comments from the board members. Selectman Iacobucci stated he thinks the bakery is a great idea, he wished Ms. Livoti the best of luck, stating it will be a great addition to High Street. He asked if she will be making special order cakes like wedding cakes. Ms. Livoti explained yes. Selectman Connolly agreed this will be a great addition and he wished Ms. Livoti much success and good luck with the new business. Selectman Sargent made a motion to approve the Common Victuallers License for Kristen Livoti d/b/a Bella Cakes at One High Street as presented. Selectman Iacobucci seconded the motion. The vote was unanimous.

Continue Out of Agenda Order

Chairman LeBlanc explained he will continue out of agenda order with discussion with Fire Chief McLaughlin regarding the Emergency Communications System.

Emergency Communications System

Fire Chief John McLaughlin was before the board with an update on the radio communications system. He explained he submitted the latest report from L.B. Communications. There was a purchase order developed and the system should be up and running by the end of January. He asked if the board had any questions. Chairman LeBlanc asked if there have been improvements to the system with the addition of the new tower. Chief McLaughlin explained the system has run a little better with the new tower. Selectman Sargent asked if the new system would be completed by January. Selectman Dziokonski asked for an update on the combined dispatch. Administrator Ward explained there is a subcommittee of the two Chiefs working together with a point person and a technology person who are working together to inter grade the systems. Chief McLaughlin explained the two communication systems have different companies but they are trying to find a way to merge them together. This should not be an issue, also there are a number of dispatchers needed, and additional dispatchers will have to be hired. Selectman Dziokonski asked for this discussion to be added to the next agenda. Administrator Ward agreed stating the Police Chief had mentioned the need to hire because the dispatchers will have to be trained. Chief McLaughlin agreed stating a July 1 date has been discussed. Selectman Dziokonski asked for both Chiefs to be at the next meeting for discussion.

Community & Economic Development Director-Phil Duffy

2016 Community & Economic Development Block Grant Application

Community & Development Director Mr. Duffy was before the board explaining he intends to host some public hearings for community input regarding the Block Grant. He has decided to apply for 2 out of the 3 options from last year's application again. The 2016 application will be for the Nelson Street project and housing rehabilitation, these were the strongest parts of the applications. He explained he plans to redefine the boundaries of the housing rehab target area, and include multifamily properties. Selectman Dziokonski asked why the acre area of town is never a target area. Mr. Duffy explained there are certain qualifiers for an area, and a certain number of households would have to match the parameters set. Selectman Dziokonski explained he finds this to be frustrating, because there are no sidewalks on Berlin Street and this is a main thoroughway. Mr. Duffy explained the CDBG would not install sidewalks on Berlin Street.

2016 Massachusetts Downtown Initiatives Application

Mr. Duffy explained he had applied for this grant last year for the store front façade improvements but it wasn't supported. The 2016 application he will be initiating approval for wayfare signage to brand the downtown; he knows this has been completed recently in Maynard and Fitchburg. He asked for the board to approve the

Chairman sign the application which is due on December 4, 2015. Selectman Connolly made a motion to authorize Chairman LeBlanc sign the 2016 Downtown Initiatives Grant Application approving the application be submitted on behalf of the town. Selectman Dziokonski seconded the motion. The vote was unanimous.

Downtown Lighting Study

Mr. Duffy explained to the board he is developing an RFP for the downtown parking study. At this time the RFP will be advertised on December 14, 2015 with a response due on January 11, 2016. He explained there is consultant needed to have a conception and design for a blue print of the downtown lighting. He estimated the cost of the consultant to be between \$10,000 to \$15,000. Selectman Connolly made a motion to approve the consultant cost for the downtown lighting study. Selectman Dziokonski seconded the motion. Under Discussion: Selectman Iacobucci reviewed the study will cost approximately \$15,000 how long will it take to be completed. Mr. Duffy estimated 3 to 4 months explaining if they begin in February it may be ready for town meeting. Selectman Dziokonski asked if the new attractive lighting is added to downtown who will be responsible for maintaining it, he explained there was decorative lighting added to Church Street which did not last, now there are just electrical boxes on the sidewalks. Will the new Maintenance Department be responsible for these? Chairman LeBlanc stated they should be. Selectman Connolly advised there should be a discussion with the Superintendent of Public Works because the lights will be considered part of the public way. The board agreed more discussion and review needed. 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 September 2015 for the Selectmen's review and approval. Selectman Connolly made a motion to accept the report as presented. Selectman Iacobucci seconded the motion. The vote was unanimous.

One Day Liquor License Permit

The Clinton Fire Union has submitted a request for a one day liquor license in conjunction with their Comedy Night Fundraiser to be held on November 21, 2015 in the Clinton Town hall Fallon Auditorium. Selectman Iacobucci made a motion to approve the One Day Liquor License permit to be used by the Clinton Fire Union at the upcoming fundraising event as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Old & New Business

Special Town Meeting Date

Administrator Ward explained the board has reached a settlement on the collective bargaining agreement with the Department of Public Works Union. A Special Town Meeting has to be set within 30 days of the agreement. This town meeting will approve the funding for the first year of the contract once that is approved the other years will follow. Chairman LeBlanc asked the board for some dates. Selectman Sargent suggested hosting the meeting on a Saturday. The board agreed. Administrator Ward explained he anticipates a short agenda. He reviewed the advertising restrictions and the time period needed for the clerk to allow residents to register to vote 10 days prior to the meeting. Discussion continued the board agreed to host the meeting in mid January. Selectman Dziokonski made a motion to host the Special Town Meeting on January 9, 2016. Selectman Sargent seconded the motion. The vote was unanimous.

Special Town Meeting Warrant Schedule

Administrator Ward explained to the board the warrant should be open to accept article for the Special Town Meeting, at least two week to allow for the Finance Committee to review the requests. Selectman Iacobucci made a motion to open the Special Town meeting warrant to accept articles through December 2, 2015. Selectman Connolly seconded the motion. The vote was unanimous. Selectman Sargent made a motion to set the time for the Special Town Meeting at 1:00PM. Selectman Connolly seconded the motion. The vote was unanimous.

Federal Law Enforcement Fund Transfer Request

Police Chief Laverdure has requested approval to transfer \$15,000.00 from the Federal Law Enforcement Fund to the State Law Enforcement Fund for police activities. Selectman Sargent made a motion to approve the transfer as presented by Chief Laverdure. Selectman Connolly seconded the motion. The vote was unanimous.

FCC Action on Cable Television Rate Regulation

Administrator Ward explained a recent Order has been adopted by the Federal Communications Commission could make cable services no longer subject to rate regulation. Franchising authorities must file a FCC Form 328 by December 8, 2015 to retain its cable regulation or else it will expire. The Massachusetts Department of Telecommunications and Cable is also reviewing feasibility of filling such form as for the 148 Massachusetts communities subject to rate regulation. Selectman Sargent made a motion to approve the Town Administrator file the form on behalf of the town working with Solicitor Gibbons to complete. Selectman Connolly seconded the motion. Under

Discussion: Selectman Dziokonski asked if the form will protect the town's rights. Administrator Ward reviewed the rates are regulated by the state, the town receives funding to do upgrades and build outs for studio space from the rates charged. The vote was unanimous.

Seaboard Solar Building Permit

Administrator Ward asked for the board to review this company agreement regarding the building permit fee for the solar panels on Adams Road at the next meeting. The Building Inspector has indicated there has been no work started and the code will require the company to reapply, the fee would be about \$36,000.00. The board agreed to discuss on the next meeting agenda.

Oxford Court Renovation Response

Administrator Ward explained he sent out a letter indicating the plan submitted was inadequate, not all of the items had been included. He asked for enhancement to the plan with the response from Claremont Development. Administrator Ward explained work has begun and Mr. Duffy went down this afternoon to monitor the work. The companies response is they will work with the town, Mr. Duffy will continue to monitor the project. Selectman Sargent explained he has not seen the dumpster moved. Administrator Ward explained no, it hasn't been moved. Selectman Connolly explained he has gone down and reviewed the site, there is a good faith effort being made. The dumpster isn't included in the recent plans, and there is no information on the compactor. There is also no information on the lighting in the rear of the parking lot. Chairman LeBlanc explained Mr. Duffy intends to continue to monitor and will report back to the board.

Veterans Memorial

Selectman Iacobucci asked about the plaques on the war memorial and the completion of the updates. Administrator Ward indicated he has been approached by the company; there is a punch list of a few needed improvements. Selectmen Connolly indicated he will walk through early next week with the company.

Goals & Objectives

Redevelopment of the Website

Chairman LeBlanc indicated the committee will be scheduling a meeting.

Solid Waste Committee

Selectman Iacobucci and Selectman Dziokonski reviewed at the last meeting the committee has set the prices for recycling of bulk items, to be paid in the form of stickers at the center. The prices are affordable: Mattress \$10.00, Furniture and

Appliances \$20.00, T.V. & Computers \$10.00, Miscellaneous \$14.00, Rigid Plastic items will be included and the cost will begin at \$4.00. Selectman Sargent discussed the need for a new shed for the employee to have shelter from the elements.

Administrator Ward explained this has been discussed and the plan is to get a new shed and have a power source for a heater. Discussion continued and the board agreed to approach the Clinton High School Industrial Arts program to build this shed. Selectman Iacobucci explained the town received a grant which will allow for the improvements to the site. He thanked Administrator Ward and Superintendent McGown for the hard work on completed the grant application. They have been working hard on preparing the center for all of the new programming this grant will allow for the new bins to be purchased. Selectmen Iacobucci made a motion to write a letter to the school requesting they build a shed for the center. Selectman Connolly seconded the motion. Under Discussion: The board agreed to allow the Administrator and Superintendent to the dimensions needed. The vote was unanimous.

Memorial Day Parade

Administrator Ward explained he will meet next month with the Veterans Agent to discuss. The concern is to definitely keep those involved that have been working on this parade for years.

Committee Reports

Business Development Committee

Selectman Iacobucci explained they are working on developing a survey for businesses to determine the business needs in the town. The committee will meet again after the holidays.

Christmas Lighting Committee

Selectman Dziokonski reviewed on Saturday November 28, 2015 the Selectmen are hosting the Annual Holiday Party and Tree Lighting. Administrative Assistant Ms. Corbosiero agreed the annual party is scheduled at a new time 3:00 to 5:00PM with the Tree Lighting to follow. She reviewed the committee had meet that day and completed plans for the Tree Lighting program and the Holiday Banners and Wreaths will installed by the Fire Department to ensure the downtown looks festive for the upcoming events. Selectman Dziokonski announced the events fall on Shop Local Saturday. The local merchants will be offering many sales and specials for the day. Breast Intention the location Fundraising organization will be hosting "Shop your Ta Ta" off at Ciccone Fitness Center. The will be selling the Holiday wreaths and many other items from 10AM to 2PM.

P.J. Whein Turkey Trout

Selectman Iacobucci announced the 15th annual Turkey Trout will be held on Thursday morning. This is a great event which generates a lot of funding for local charities

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Government Affairs Committee

Selectman Connolly reviewed the final agreement has been sent to the school. The expectation is to have this document voted on by the School Committee on Monday.

Selectman Sargent made a motion to adjourn at 8:30PM. Selectman Dziokonski seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero
Administrative Assistant
Clinton Board of Selectmen