

**Selectmen Meeting
Minutes
December 14, 2011**

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

Review of Minutes

The board received minutes from the November 30, 2011 Selectmen's Meeting for review and approval. Selectman Sargent made a motion to approve minutes as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

FY12 Tax Reclassification Hearing- Board of Assessors

Chairman of the Board of Assessors David Baird was before the board to make a presentation for the Board of Selectmen to set the classification shift for the FY2012 tax rate. Chairman Baird issued a packet of information to the board; he gave an explanation of the information. He reviewed the data with the board reviewing the shift amounts and the impact they would have. Chairman Dickhaut explained she wouldn't propose a change to the shift; she would not want to add hardship on to the taxpayers in town people are trying to keep their properties. Selectman LeBlanc asked the difference between market value and the assessed value. Mr. Baird explained it is about 10%. Selectman Connolly thanked Mr. Baird for the thorough presentation; there is a lot of information in the packet. Selectman Dziokonski agreed. Chairman Dickhaut opened the hearing for public comment. Selectman Connolly stated he is an advocate on lowering the shift; it is an ongoing process to lower or eliminate the shift over time. It would encourage business to stay in Clinton. Chairman Dickhaut reviewed there are other tools available like Tif's to encourage business. Selectman Connolly agreed explained most of the small business owners are also residents, they have to pay both rates, he reviewed he is an advocate to lower the split to 165%. Mr. John Martin of 28 Orange Street was before the board with some questions regarding the rate. He asked does the CIT rate matter? He answered it does for businesses and keeping the town competitive with surrounding communities. Is the CIT rate appropriate? He reviewed Clinton is the 33 highest rate in the state. He explained there are alternatives like residential exemptions, he continued with information from the DOR. Chairman Dickhaut thanked Mr. Martin for his comments explaining she appreciates the comments, she asked how much more information does he have to share. This information is available through the DOR, would also be accessible through the Chairman of the Assessors, Mr. Baird. She reviewed for two years the shift was

decreased and there was no increase in business in the community. Selectman Dziokonski commented it is a public hearing and the public can say what they want. Chairman Dickhaut explained we all have access to information through the DOR and the Assessors. Selectman Connolly agreed he is interested in hearing it. Chairman Dickhaut explained we all have the opportunity to research with DOR or Assessors. Mr. Martin explained he understands it is the Chairman's meeting and will close his comments. Chairman Dickhaut closed Public Comment. Selectman Connolly made a motion to set the FY12 tax rate at 165%. There was no second. Selectman LeBlanc made a motion to set the FY12 tax rate at a 170% shift. Selectman Sargent seconded the motion. Under Discussion: Selectman Dziokonski explained he appreciates Selectman Connolly's concern for businesses, but years ago he sat through a tax rate hearing and at the time Finance Committee member Phil Bailey explained the residents support the community and the commercial rate is to make a profit. The vote was 4/1 opposition Selectmen Connolly.

Utility Pole Installation Public Hearing – 55 Green Street & Berlin Street National Grid and Verizon Communications

Chairman Dickhaut opened the hearing inviting applicant to come forward. Administrator Ward explained he had contacted National Grid and the engineer indicated they would try to make the hearing. Administrator Ward reviewed the installation of the pole on Green Street is for the new project at this time there is a temporary pole. Not positive on the Berlin Street location. Selectman Connolly reviewed concerns regarding the double pole issues, has there been any movement on this issue. Administrator Ward reviewed the Superintendent of Public Works has been working with the utility companies on this issue and he generates a list to keep track. The board agreed to move forward on the hearing. Chairman Dickhaut opened the hearing for public comment. There was none. Selectman Sargent made a motion to approve the installation of the utility pole at 55 Green Street and Berlin Street. Selectman LeBlanc seconded the motion. Under Discussion: Selectman LeBlanc explained he concurs with Mr. Connolly he would like to have the coordination of the removal of the double poles continue. The vote was unanimous.

FY13 Health Insurance Renewal Update – Town Treasurer

Town Treasurer Patrick McIntyre was before the board to review the upcoming insurance rates available through MNHG for fiscal year 13, June 1, 2012 through May 31, 2013. He distributed a packet of information to the board regarding the rates. He explained the rates are coming down with plan design change. He has also started offering through American Fidelity Insurance a pre tax saving which every employee is eligible to participate in. There will be a change in the plan offered to the retirees who participate with coverage through Tufts. He doesn't have the exact amount of saving calculated yet but will get that information to the board as soon as it is available. There

will be an overall savings to the town. The board thanked Mr. McIntyre for the information.

FY12 Community Development Block Grant Hearing – Director Philip Duffy

Community & Economic Development Director Philip Duffy of 260 Church Street and Senior Center Director Ms. Kathi Bailey of 53 Chacehill Road Sterling were before the board. Mr. Duffy reviewed the proposal for the FY12 CDBG grant application is to update infrastructure in the north end and as a social service project educate on elder abuse. He explained there are needed infrastructure repairs for the Laurel Street and Alexander Avenue area. The goal is to reconstruct the 2 streets, in last year's application it was noted these two streets are in high need of repair. The proposal would be to repave the streets and update the waterline which was installed in the 1960's. Also there would be some sidewalk repairs and new curbing added. The updating of the waterline will increase the water service to this area and the new sidewalks will increase pedestrian traffic. He reviewed the social service project the grant application will support is the education on an initiative to eliminate elder abuse. This project would include creating awareness by having a representative from town departments be trained and educated on this issue and return to their department and train the department. The departments would include a representative from the Police, Fire, Housing Authority, Adult Learning Center, School Department and Clinton Hospital. These representatives would bring back the information to the departments. This issue has been nationally identified and it is an opportunity to enrich the lives of seniors in Clinton. Ms. Bailey explained to the board annually at budget discussions she reviews the need for a full time outreach worker. At this time there is evidence of elder abuse, the rate is growing in many cases being financial abuse to elders. Mr. Duffy explained the program will bring awareness and identification of this problem. Ms. Bailey agreed the collaborative effort of educating all of the local departments will help provide dignity and respect to the elders in our community. The board thanked Mr. Duffy and Ms. Bailey for the explanation of the proposed grant application and commended them on an innovative idea and program for the community. Chairman Dickhaut opened the hearing for Public Comment, there was none. Selectman LeBlanc made a motion to support the recommendation of the Community and Economic Development Director for the FY12 CDBG application and approve Chairman Dickhaut sign the application. Selectman Sargent seconded the motion. The vote was unanimous.

Fire Department September Monthly Report- Fire Chief Richard Hart

Fire Chief Hart was before he board to discuss the recent monthly report submitted to the board. Selectman Connolly began by asking the Chief for a response regarding the opening sentences of the monthly report, what were your intentions to begin the

report with those sentences. Chief Hart explained he has no administrative help in the department and there is a backlog of work that needs his attention, it is hard to find the time to maintain the department. It is overwhelming, there was no mal intent, and he was only trying to bring this point out. Each year at budget time he has to submit a level funded or a reduction for department he cannot remember the last time he had enough time to do all the work for the department. He tries to prioritize but finds it to be frustrating. Selectman Connolly asked if the Chief feels it is reasonable for the board to ask for a monthly report. Chief Hart explained he has no problem with submitting a monthly report; he has other avenues to take advantage of by providing the accountants monthly statements as part of the report. Selectman Connolly explained the body of the report is more than accurate, the report provides more than adequate information. On behalf of your department you have provided reports in the past. Chief Hart agreed explaining they were pretty in depth reports. Selectman Connolly explained he feels it is a reasonable expectation to get a report from every department. Selectman Sargent thanked Chief Hart for coming before the board, he explained the board holds the keys to all of the tax payers funding and they need to know how it is being spent, and he would like to see the Chief work together with the board as a team. Selectman Dziokonski reviewed it is not the responsibility of an administrative assistant to prepare a monthly report; it is the responsibility of the Department Head. He doesn't see any reason for the attitude that was exemplified in the last report. The report seemed to focus on personnel issues only. Perhaps future reports could provide more information regarding the operations of the department including the number of calls received or the status of the equipment or an update on recent inspections or permits issued. This requirement should not be excessive to the department, or dependent upon administrative help, perhaps the Fire Chief could take a more positive look towards it. Chief Hart explained his report couldn't be compared to the Police Department that department has additional help, when the report was requested the Fire Chief had recently met with the board for a quarterly meeting and discussed the personnel and need for new hires and the use of overtime, he continued to update the board with the report. Fire Chief Hart asked if the department heads will be meeting quarterly with the board for an update are the monthly reports needed. Selectman Connolly explained one supports the other. Chairman Dickhaut asked if Chief Hart would like to sit with Administrator Ward to review an outline for monthly reporting. Chief Hart explained he will only entertain what the board is looking for and not make the reports too excessive. Chairman Dickhaut explained Administrative Ward can send a memo to Fire Chief Hart with information on what to include in report. Chief Hart had reports prepared for the last two months which he submitted to the board. The board thanked Chief Hart for coming in for the discussion.

2012 LIQUOR LICENSE RENEWALS

Town Administrator Ward explained there are several establishments that are not in compliance with the Fire Chief's inspection. He explained the Fire Chief indicated he has completed 6 inspections but all should be in compliance by December 31. Selectman Connolly made a motion to approve the list of Liquor License establishments as presented with all being in compliance with the certificate of inspection by the Fire Chief and Building Inspector by December 31. Selectman LeBlanc seconded the motion. Under Discussion: Administrator Ward reviewed a new requirement last year was for all of the Restaurant Liquor License holders are required to have Liquor Liability Insurance Certificate on file with office. The vote was unanimous. Selectman Connolly made a motion to approve renewal for all Liquor License establishments who have met the mandated criteria of having an updated Liquor Liability Insurance Certificate on file. Selectman LeBlanc seconded the motion. The vote was unanimous.

2012 CLASS II LICENSE RENEWALS

Administrative Ward explained the board received request from the current license holders to renew for 2012. Selectman Sargent made a motion to approve the Class II Licenses as presented. Selectman Connolly seconded the motion. The vote was unanimous.

2012 CLASS III LICENSE RENEWALS

Administrator Ward explained the board has received request for renewal from the current Class III dealers to renew for 2012. Selectman Sargent made a motion to approve the list as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

2012 COMMON VICTUALLER LICENSE RENEWALS

Administrative Ward explained the board received requests from the establishments of current license holders to renew the licenses. Selectman Sargent made a motion to approve the list as presented. Selectman Leblanc seconded the motion. The vote was unanimous.

2012 JUKEBOX LICENSE RENEWALS

Administrative Ward explained the board received requests from the establishments of current license holders to renew the licenses. Selectman Sargent made a motion to approve the list as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

2012 AUTOMATIC AMUSEMENT DEVICE LICENSE RENEWALS

Administrative Ward explained the board received requests from the establishments of current license holders to renew the licenses. Selectman Sargent made a motion to approve the list as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

2012 ENTERTAINMENT LICENSE RENEWALS

Administrative Ward explained the board received requests from the establishment of current license holders to renew the licenses. Selectman Sargent made a motion to approve the list as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

Administrative Business

Late Night Closings January 2012

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of January 2012: Clem's Liberty Tavern, Clinton Turn Verein, Crystal Café, Old Timer, Ringside Café, The Simple Man Saloon & Spruce Street Tavern. Selectman LeBlanc made a motion to approve the requests as presented with the Police Chiefs review and approval. Selectman Sargent seconded the motion. The vote was unanimous

Town Hall Use Event

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

02/11/12 Gaels Athletic Boosters Fundraiser: Annual Gaela
Selectman LeBlanc made a motion to approve the dates presented. Selectman Connolly seconded the motion. Under Discussion: Selectman Connolly encouraged all to participate by attending the GAELA and supporting the booster club. The vote was unanimous.

Public Works Monthly Report

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

Old & New Business

Class II License Change of Name

Mr. Kevin Gervais has sent notice to the board requesting a name change on his Class II dealers license for 184 Stone Street be changed to Kevin Francis Gervais Automotive, LLC from Kevin Gervais Automotive. Selectman LeBlanc made a motion to accept the name change. Selectman Sargent seconded the motion. The vote was unanimous.

Traffic Committee Report Recommendations

The Traffic Committee conducted a meeting on November 30, 2011 and made the following recommendations to the board:

- *Clinton Hospital*
Representatives from Clinton Hospital presented a plan of their Emergency Room Addition Project showing the traffic flow patterns envisioned after the new building is constructed. The Traffic Committee voted unanimously to endorse the plan as presented.
- *Clarification of the “No Truck” signs on Greely & Highland Streets*
The representatives from Clinton Hospital requested clarification on the purpose of the “No Truck” signs posted on Greely & Highland Streets entering the hospital property. Recently there have been complaints regarding the MRI truck traveling down Highland Street on weekends to set up for screenings. The Traffic Committee reviewed that the signs weren’t meant to restrict trucks that have business with the hospital. The purpose of the signs is to direct trucks out of Adams Street warehouse.
- *Streetlight at Intersection of School & Union Streets*
The Traffic Committee is recommending that the Board of Selectmen consider the installation of a streetlight at the intersection of School & Union Street for safety purposes.
Selectman Connolly made a motion to accept the recommendations made by the Traffic Committee. Selectman LeBlanc seconded the motion. The vote was unanimous.

Clinton Hospital Notice of Intent to Layout Public Way

Administrator Ward reviewed the Clinton Hospital is requesting the board begin the process for the layout of a public way to accept the road off Greeley Street on hospital property that brings vehicles to the main entrance of the facility and to abandon Broadway Street and use their street as a public way to access Longedge Road. The issue must be sent to the Planning Board for review and then to town meeting for a vote. Solicitor Gibbons explained the board would need to make two vote regarding this issue, one approving the intent of the new public way and second vote to send to the planning board to begin the process to discontinue use of Broadway Street and review the new lay out. Selectman Connolly asked if the public has a chance for comment. Solicitor Gibbons explained the planning board will begin the hearing process which includes notification of abutters of a public hearing. Selectman Connolly made a motion to approve the intent of lay out of the new public way. Selectman Sargent seconded the motion. The vote was unanimous. Selectman Connolly made a motion to refer the new public way layout to the planning board and discontinue use of Broadway Street. Selectman LeBlanc seconded the motion. The vote was unanimous.

Senior Center Architect Contract

The Senior Building Needs Committee is recommending the board enter into an agreement with the Courtstreet Architects to perform the design services for renovation of the Clinton Home for use as a senior center. Solicitor Gibbons explained the closing is planned for January; there is a provision in the contract that the town will pay up to \$10,000 for services completed if the transfer doesn't happen. Selectman LeBlanc made a motion to approve the contract for the Courtstreet Architects to perform design services. Selectman Connolly seconded the motion. The vote was unanimous.

Eagle Scout Project at Wekepeke Reservoir

Administrator Ward explained board has received a request from Mr. Nicholas Frost of Boy Scout Troop 189 in Sterling requesting permission to conduct an Eagle Scout Project at the Wekepeke Reservoir by creating a trail map and clearing walking trails on the property that were damaged in the 2008 ice storm. Selectman LeBlanc made a motion to approve the request made by Sterling Boy Scout troop 189. Selectman Connolly seconded the motion. The vote was unanimous.

Clinton Youth Cheerleading Donation

The board has received a donation request from the Clinton Youth Cheerleading to help with travel expenses for the team to travel for national competition. Selectman Sargent made a motion to make a donation of \$100.00 from the civic fund to the Clinton Youth Cheerleading Program. Selectman LeBlanc seconded the motion. The vote was unanimous.

Clinton High School Drama Program Donation

The Clinton High School Friends of Drama are requesting supporters to purchase an advertisement in their program book that will appear in all performances to raise funds for their activities. Selectman Sargent made a motion to make a donation of \$100.00 to the Clinton High School friends of Drama. Selectman LeBlanc seconded the motion. The vote was unanimous.

Committee Reports

Christmas Lighting Committee

Selectman Sargent thanked Selectman Dziokonski for chairing the lighting committee, the lights look great. Selectman Dziokonski thanked all of the committee members he explained this is the first year the committee will continue.

Senior Building Needs Committee

Selectman LeBlanc explained the closing is moving forward and is scheduled for mid January.

Government Reorganization Committee

Chairman Dickhaut reviewed the committee is scheduling meeting with Department Heads to review all options out there.

Public Comment

Selectman Sargent thanked the Lions Club for the donation of the solar lights for the flag poles. He wished all a Merry Christmas.

Fire Chief Hart mentioned to the board the overtime budget is in bad shape, he has \$60,000 to cover salaries, the letter of conditions are going out with job offers as soon as tomorrow, as soon as they complete the PAT they will be put into orientation and on January 9, 2012 a 13 week class begins at the academy.

Mr. Jeff Ring of Maple Street

Mr. Ring explained he wanted to comment on the tax hearing, he felt it was unacceptable that Mr. Martin was unable to finish his comments. He explained Mr. Martin wanted to share information that may have saved hundreds of dollars but couldn't have 30 seconds of uninterrupted time. It was rude and no way to treat a citizen.

Chairman Dickhaut reviewed the board will enter into Executive Session under article 3 for union negotiation discussion and will not return to open meeting. She wished a Merry Christmas to all and Happy Holidays!

Executive Session Article 3 Step 3 Union Grievance Hearing 8:35PM – 9:15PM

Selectman LeBlanc made a motion at 8:35 PM to enter into Executive Session under article 3 for Step 3 Union Grievance hearing. Selectman Sargent seconded the motion. Roll Call Vote: Selectman LeBlanc "aye", Selectman Sargent "aye", Selectman Connolly "aye", Selectman Dziokonski "aye", and Chairman Dickhaut "aye".

Selectman LeBlanc made a motion at 9:15PM to adjourn. Selectman Sargent seconded the motion. The vote was unanimous.

Meeting adjourned.

Respectfully submitted,

Joyce Corbosiero
Administrative Assistant to the
Clinton Board of Selectmen