

**Selectmen Meeting  
Minutes  
February 15, 2017**

Selectman Dziokonski, Selectman Connolly, Selectman Sargent, Selectman LeBlanc were in attendance. Chairman Iacobucci was absent. Attendee was Town Administrator Ward and Solicitor Gibbons. Vice Chairman Connolly opened the meeting at 7:00PM. He began with a moment of silence in memory of former Bigelow Library assistant Susan Franco who had recently passed away.

**Review of Minutes**

The board received minutes from January 18, 2017 Selectmen's for review and approval. Selectman Sargent made a motion to approve minutes as presented. Selectman Dziokonski seconded the motion. The vote was 3/0/1 Abstention Selectman LeBlanc.

**Public Comment**

There was none.

**Common Victuallers License Public Hearing - 200 High Street**

Vice Chairman Connolly opened the hearing inviting the applicant forward. Ms. Linda Alger, Director of Adult & Elder Affairs services for Perkins, and Ms. Christine Pyko Supervisor of programming at 200 High Street were before the board. Vice Chairman Connolly asked for an explanation of the business. Ms. Alger explained at the center they operate programming for adults with cognitive disabilities. At this time, they are creating crafts items they intend to sell and in the future, they will expand into a small café offering coffee and some food items. That would be in the future with the Board of Health approval. Selectman LeBlanc asked the hours of operation. Ms. Alger stated the center is open from 9:30AM to 1:00PM, during the week, no weekends yet. Vice Chairman Connolly opened the hearing for Public Comment in favor of the business, there was none. In opposition, there was none. Selectman Sargent made a motion to grant the Common Victuallers License to Perkins Adult & Elder Services d/b/a The Perk Coffee & Crafts at 200 High Street. Selectman LeBlanc seconded the motion. The vote was unanimous. The board wished the best of luck with the business.

**Common Victuallers License Public Hearing - Mobile Food Truck**

Vice Chairman Connolly opened the hearing inviting the applicant forward. Ms. Deborah Gledhill, of Sterling Street was before the board. Vice Chairman Connolly asked for an explanation of the business. Ms. Gledhill explained she distributed a list of items she

intends to sell. Selectman LeBlanc asked the hours of operation. Ms. Gledhill reviewed she will be open from 10:00AM to 3:00PM, Monday through Saturday. She will be operating at the corner of Adam & Brook Street in the Mr. G's Gulf parking lot. She hopes to open by March 1<sup>st</sup>. Vice Chairman Connolly opened the hearing for Public Comment in favor of the business, there was none. In opposition, there was none. Selectman Sargent made a motion to grant the Common Victuallers License to Deborah Gledhill d/b/s Bosco's on the corner of Adams & Brook Street. Selectman Dziokonski seconded the motion. The vote was unanimous. The board wished her good luck with the business.

### **Joint Meeting with Bigelow Library Board of Trustees**

Vice Chairman Connolly invited the Library Trustees forward for discussion on the appointment of the vacancy on the board of trustees. Chairman of the Library Trustees Gloria Parkinson was before the board. Ms. Parkinson explained her board had received the letters of interest for appointment to the vacancy and both are extremely qualified talented gifted candidates. She thanked both candidates for submitting interest to serve. She reviewed the board held a meeting and discussed the candidates, the majority supports one candidate. Vice Chairman Connolly open up the discussions for nominations to fill the vacancy on the board of the library trustees. Selectman Sargent nominated Mrs. Massalski. Selectman LeBlanc nominated Ms. Carol Parker. Nominations were closed. Vice Chairman took a Roll Call Vote: All in favor of Mrs. Julianna Massalski. Selectmen Sargent "aye", Selectman Dziokonski "aye", Selectman LeBlanc "aye", Vice Chairman Connolly "aye". Trustees Chairman Parkinson "aye", Trustee Colangione "aye", Trustee Neil "aye", Trustee Nugent "aye". Roll Call Vote unanimous in favor of Julianna Massalski.

Chairman Parkinson reminder the board of the upcoming Legislative Breakfast to be held on Friday, February 17, 2017. Selectman Dziokonski confirmed he will attend. Town Administrator Ward confirmed he will attend. Selectman LeBlanc confirmed he will attend.

### **FY 17 CDBG Application Public Hearing- C & ED Director Phil Duffy**

Mr. Phil Duffy and Community Opportunities Group Representative Michael Pingpack were before the board to update the board on the CDBG grant award. Mr. Duffy explained he has spoken with the Senior Director and 5 to 6 people are utilizing the van service offered to the WHEAT Community Café. He also explained there is a pre-bid due on February 23, for the Nelson Street project with a meeting scheduled for March 2 with the residents of Nelson Street. The housing rehab program has funding for 10 applications, the lottery has selected the recipients and a wait list remains with 76 on it. He is in front of the board to develop a strategy plan for FY17 CDBG application. The amount is limited to \$600,365.00, which can be used for housing rehab and commercial rehab with sign and faced upgrades. The housing grant rehab funding would be approximately \$275,000

with a 11% match which he would use miscellaneous funding from his budget to cover. Also \$50,000 of the grant will be used for administration costs. He has previously applied for the sign and façade funding in 2015 but was not successful in receiving a grant. Selectman LeBlanc asked about the application deadline for the grant. Mr. Pingpack explained the process has changed, due to the online set up there was a delay, as a result the deadline has been pushed back, the application is due in March and awards announced in July. Selectman Dziokonski explained the sign and façade grant will benefit the area and improve the faces of the buildings in the downtown area. This funding will address a need. Vice Chairman opened the hearing for comments regarding the grant application. There was none. Selectman LeBlanc made a motion to authorize the Chairman to sign the submittal for the CDBG application as explained. Selectman Dziokonski seconded the motion. The vote was unanimous.

### **Administrative Business**

#### Fire Chief Monthly Report

Fire Chief McLaughlin submitted a monthly report relative to the operations of the department for the month of January 2017 for the Selectmen's review and approval. Selectman LeBlanc made a motion to approve the report as presented. Selectman Dziokonski seconded the motion. Under Discussion: Selectman Sargent thanked Smith Auto for allowing the department to train. 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 December 2016 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Sargent seconded the motion. The vote was unanimous.

### **Old & New Business**

#### *Team Boobilicious 5K Road Race Fundraiser*

Vice Chairman Connolly reviewed the board has received a request for Team Boobilicious to conduct a 5K road race on August 8, 2017 beginning at 10AM at the Clinton Middle School to help raise funds to help end the fight to breast cancer. Selectman LeBlanc made a motion to approve the request as presented. Selectman Sargent seconded the motion. The vote was unanimous.

#### *Water Treatment Plant Piping Improvements Contract*

Vice Chairman Connolly reviewed Superintendent McGown is recommending the approval of a contract with Dankris Builders Corp. in the amount of \$181,800.00 to replace the piping and valves at the Clinton Water Treatment Plant. Selectman LeBlanc made a motion to table the discussion until the next meeting. Selectman Sargent seconded the motion. The vote was unanimous.

### *Fire Union Collective Bargaining Agreement*

Vice Chairman Connolly reviewed the Clinton Fire Union has approved terms for settlement of the collective bargaining agreement that will cover periods of July 1, 2014 through June 30, 2017. He explained the board must vote to approve as well. Selectman Sargent made a motion to approve the Fire Union Contract for periods of July 1, 2014 to June 30, 2017. Selectman Dziokonski seconded the motion. The vote was unanimous.

### *Ciesluk Open Space Conservation Restriction*

Vice Chairman Connolly reviewed the town has received grant funding to purchase the Ciesluk land off of Chace Street as part of receiving grant funding the state requires a conservation restriction be placed on the land. The Sudbury Valley Trustees have submitted a draft CR for the towns review. Selectman Dziokonski explained the Conservation Commission intends to review the draft at the upcoming February 22 meeting. He explained it would be a courtesy to allow the Conservation Commission to complete the review and offer their findings to the board prior to a vote. Solicitor Gibbons explained it is standard language for a Conservation Restriction, restricting uses. This is the first draft which allows things like walking and hiking along with hunting in certain areas. Restricting the use of any motorized vehicles. Selectman Dziokonski agreed they are expected uses. The board tabled a vote until the next meeting.

### *Financial Department Reorganization Plan*

Vice Chairman Connolly reviewed the committee has held meeting with the Treasurer and the Collector to discuss layout recommendations for the department. The committee will present a proposal for the structure at the next meeting. The committee has discussed the consolidation of the Treasurer/Collector position and then have a Deputy Treasurer/Collector position, the department will also include two support staff. This will allow the departments to run more efficiently. He reviewed 72% of communities in Massachusetts are consolidated departments, this has been recommended by the Department of Revenue. The office duties are interrelated and there is no special act of legislation needed. This can be completed by a vote of the board of Selectmen. The Collector explained the next few weeks are very busy for the office, the integrated department would allow for cross training, allowing the support staff to fill in for each other. Selectman Dziokonski explained the consolidation of the offices will better coordinate the functions of the offices, the auditor has made this recommendation to the town for years. It would be more efficient to have one person running the department and reporting to the Town Administrator. Vice Chairman Connolly asked for the board to consider the addition of a part time human resource person, this would be more efficient currently the Treasurer's office handles some of the need along with the school department. There are requirements not being met. The town could begin by hiring a consulting firm to set

up the department. Selectman Dziokonski reviewed he is in support of the development of a human resource position. At this time, there is no formal evaluation process, or a centralized reporting system for sick time or vacation leave benefits. There should be a basic department, it is unrealistic to not have a formal department. Selectman Sargent asked if this should be a part time position. Vice Chairman Connolly reviewed a lot of communities do have a full-time position, the proposal is to get the process started and then once the department is up and running evaluate the need. The subcommittee will have a recommendation for the department set up for the next meeting.

### **Goals & Objectives**

There was no discussion.

### **Committee Reports**

Selectman Dziokonski reviewed the consultant working on the street lighting updating for the town held a meeting last week to review some findings. The report came back with a total cost for updating all the street lighting in the downtown area as \$2 million dollars. The cost includes the proposal of using LED lighting. The discussion is to have a proposal prepared for town meeting. At this time, he would like the study and planning to be completed with the help of the Christmas Lighting Committee. Selectman Dziokonski made a motion to assign the planning of the street lighting improvement project to be completed by the Christmas Lighting Committee. Selectman LeBlanc seconded the motion. The vote was unanimous.

#### *Oxford Court Parking Plan*

Vice Chairman Connolly reviewed the board requested a parking plan from the Oxford Court management and the same plan has been sent that had already been submitted. He reviewed the plan had been reviewed and rejected by the board as being inadequate. He asked for them to provide updates to the

plan resolving the ongoing issue of tenant parking during the day. He explained after the last snow storm there were five vehicles that did not move in the lot, the vehicles belonged to residents. Oxford Court is not fulfilling the responsibilities if a car hasn't moved in three weeks. Administrator Ward reviewed he will ask for a detailed plan with implementation processes and guidelines that are used.

Vice Chairman Connolly stated the board will be entering Executive Session under article 3 Fire Union Negotiations and will not return to open session. He called for a Roll Call vote at 8:04PM. Roll Call Vote Selectman Sargent" aye", Selectman Dziokonski "aye", Selectman LeBlanc 'aye", Vice Chairman Connolly "aye".

**Executive Session Article 3 Fire Union Negotiations 7:50PM-8:10PM**

Selectman Sargent made a motion to adjourn the meeting at 8:11PM. Selectman LeBlanc seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero  
Administrative Assistant  
Clinton Board of Selectmen