

**Selectmen Meeting  
Minutes  
February 3, 2016**

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

**Review of Minutes**

The board received minutes from January 6, 2016 Selectmen's Meeting 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.

**FY15 Community Block Grant Application - Director Phil Duffy**

Community & Economic Development Director Phil Duffy was before the board for approval of the completed FY16 CDBG application. He distributed an outline to the board showing the 3 proposed programs, a Housing Rehabilitation program, an infrastructure improvement program on Nelson Street and Social Service improvement by adding a van service to WHEAT for meal service will be completed if the grant is awarded. The programs total is approximately \$749,635.00. Selectman Connolly made a motion to approve the FY16 CDBG application as presented. Selectman Sargent 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 December 2015 for the Selectmen's review and approval. Selectman Iacobucci made a motion to approve the report as presented. Selectman Connolly seconded the motion. The vote is unanimous.

**Old & New Business**

*Wage Study Consultant Agreement*

Administrator Ward reviewed the Personnel Board solicited consultant proposals to conduct a wage and salary classification study for non-union employees. Their recommendation is approval of Human Resources Services, Inc. Selectman Connolly made a motion to approve the recommendation made by the Personnel Board, he stated he has concerns with the agreement; it is only reviewing 35 employees, which

employees are included. He would like to make sure all no union employees are included, the elected offices of Treasurer, Collector, Clerk, Assessors and the future Town Facility Director along with the Town Administrator positions. Selectman Sargent seconded the motion. Under Discussion: The board agreed is these positions are not included they should be with any reasonable additional cost adjustment to contract to be included. Selectman Iacobucci asked if in the future agreement will department heads be involved. Town Administrator Ward explained the Personnel Board had provided the list of employees to the consultant. Chairman LeBlanc asked what list of communities will be used. Administrator Ward reviewed that will be determined as part of the process. The Personnel Board has asked for the consultant to make a recommendation and also plan to get input from the Board of Selectman and Finance Committee, before the study is finalized. Chairman LeBlanc explained this was the biggest concern with the last review. Administrator Ward asked for the approval to be contingent on Solicitor Gibbons review. Selectman Connolly amended motion to include the contract approval subject to the Town Solicitors' review. Selectman Sargent seconded the amendment. Selectman Dziokonski explained he understands Mr. Connolly's concern regarding the Elected Officials being included in the study, but he hopes the consultant is informed these positions being elected do not have to report hours or days worked and still receive a paycheck. The full time elected Assessors do not record their hours, they have an unlimited amount of sick/vacation, and this should be taken into consideration when compared to other appointed employees in different communities. Chairman LeBlanc even though elected, the review is not exactly the same as the appointed employee, the non union received 2% and the elected the same. Selectman Connolly stated he understands Selectman Dziokonski's concern of the appointed versus elected any adjustments will be previewed by the Finance Committee and the Board of Selectmen. The board agreed. The vote was unanimous.

#### *Town hall Use Policy Proposed Amendments*

Chairman LeBlanc explained the Town hall Use Committee reviewed the current use policy and have worked on some recommended amendments to the current policy. One is for all of the set up for events to be completed during normal business hours prior to the event; the second recommendation is for all events to be a 5 hour maximum with the option to extend the usage by purchasing addition time in 2 hour blocks at \$50.00. Administrator Ward reviewed the policy is 20 years old and the recommendations are to eliminate a daylong events, to create a limit. Selectman Dziokonski made a motion to approve the recommendations as presented by the Town hall Use Committee. Selectman Iacobucci seconded the motion. The vote was unanimous.

### *Net Metering Credit Agreement*

Administrator Ward reviewed Seaboard Solar has submitted a proposal to the town for net metering credits generated at the solar facility located at 100 Adams Road. The proposal is a 25% reduction off of the electric bill for all of the town accounts. He explained the town had received proposal in the past that was based on a per kilowatt rate, so he has to review the chart submitted and compare. He explained this company has worked with other housing authorities and municipalities and have been vetted by Attorneys from Koplemen and Page, the contract has been sent to the Town Solicitor for review. Selectmen Connolly made a motion to pursue the net metering credit agreement, subject to review by the Solicitor. Selectman Iacobucci seconded the motion. Under Discussion: Selectman Dziokonski explained he is in favor of agreement, he asked for Mr. Latini who has done some work with the Alternate Energy Committee to participate in the review and discussion, he has a lot of knowledge regarding net metering. The vote was unanimous.

### *Music Licensing Agreement*

Town Administrator Ward explained the Director of Parks & Recreation was contacted by SESAC informing them the town is not covered by a music licensing agreement. This agreement covers artists who get royalties for music being used. There are a few companies available. The Solicitor has reviewed and explained there is a Federal Law; it would be a good idea to have the insurance of a licensing agreement. Administrator Ward explained this policy will cover the whole town not just one department. The licensing agreement applicable will cover a community up to 25,000 and would cost approximately \$378.00 annually. There are approximately 2 companies available. Selectman Sargent asked for an explanation. Administrator Ward explained this license will cover the Federal Law requirement for copyright and royalties coverage. Selectman Sargent explained this doesn't appear to be time sensitive and would like to review further. Selectman Sargent made a motion to table this discussion until more information is available. Selectman Connolly seconded the motion. The vote was unanimous.

### *Montachusett Metropolitan Planning Organization Representative*

Administrator Ward reviewed the MRPO is seeking volunteers to serve on their sub region committee that reviews transportation and transit funding for the region. Chairman LeBlanc explained most likely candidate would be Mr. Duffy. The board and Administrator Ward agreed, he will speak with Mr. Duffy.

### *Clinton Park & Recreation Department Softball League Donation Request*

The board discussed if a donation had been given in the past. Administrator Ward explained this was an independent program and recently became a part of the recreation department. Selectman Connolly explained there is tax payer money being used already to subsidize this program; he doesn't see it as a good fit for the Civic Fund to be used. Selectman Connolly made a motion to deny the donation request as presented by the Clinton Park & Recreation Department. Selectman Sargent seconded the motion. The vote was unanimous.

### *Upcoming Town Meeting & Budget Discussions*

Selectman Sargent explained he is aware the budget season is approaching and the departments will begin to submit the requests. He explained his vision for the 2016/2017 budget to be a modest one. The most recent town meetings and budgets have approved a lot of expenses; the tax payers have been very generous over the last few years with approving a lot of projects and an override. He asked at this town meeting he hopes it will be boring without a lot of million dollar requests. The tax payers have been very generous over the last few years. Selectman Connolly asked for some consideration for a Town Meeting Article regarding a Home Rule Petition being supported by Natick and Framingham to penalize utility companies for double poles, the fines would be \$250.00 per day, for failure to comply. The board agreed. Chairman LeBlanc recommended the board pursue independently a Home Rule Petition as well.

### *Capitol Planning Committee*

Selectman Connolly explained recently while attending the MMA Conference he attended a workshop on capitol planning, he would like to form a capitol planning committee with a funding mechanism. At the workshop it highlighted the committee can plan by forecasting future needs and funding mechanisms. For example capitol needs for Fire Trucks, Ambulances and building renovations can be set aside and budgeted for. Discussion continued and the board agreed to the concept. Administrator Ward explained the number one factor is the funding, there will have to be a dedicated funding source, and it would be hard to budget. Selectman Connolly reviewed it is a value to forecast the need and incrementally overtime this can be implemented. He recommended adding to the Goals & Objectives list.

### **Goals & Objectives**

There was no discussion.

## **Committee Reports**

### Memorial Day Committee

Selectman Iacobucci explained the committee has met and he would like to thank Mr. Harold Vanasse and the Veterans Agent for meeting. A lot of good ideas have been reviewed and one addition to the program for the day will be the rededication of the War Monument out front.

### Government Affairs Committee

Selectman Connolly requested a meeting be scheduled.

### Redevelopment of Town Website Committee

Chairman LeBlanc asked for a meeting to be scheduled. Administrator Ward reviewed he is waiting on more information from a company regarding the redevelopment.

### Rail Road Bridges

Selectman Iacobucci explained he is aware of the rail road bridges in town that have graffiti on them and are not well maintained. Selectman Iacobucci made a motion to have a letter sent to the railroads to maintain the bridges better, he asked for them to be made aware they need to be updated and repainted. Selectman Dziokonski seconded the motion. Under Discussion: Chairman LeBlanc explained the railroad has federal protection and does not respond to correspondence. Selectman Iacobucci explained the letter should be sent to Congressman Tsongas. Chairman LeBlanc asked for them to be invited to a meeting with the Federal and State representatives for discussion. The vote was unanimous.

### Eagle Scout Honor

The board received notice of Clinton resident Michael Joseph Seed receiving the Eagle Scout Court of Honor. The board has been invited to the recognition ceremony on March 12, 2016 at 2:00Pm at the Clinton High School. Selectman Connolly made a motion to recognize this accomplishment of Michael Joseph Seed and send a proclamation in acknowledgement of his achievement. Selectman Sargetn seconded the motion. The vote was unanimous.

Selectman Sargent made a motion to adjourn at 7:55PM. Selectman Iacobucci seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero  
Administrative Assistant Clinton Board of Selectmen