

**Selectmen Meeting
Minutes
March 16, 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 February 17, 2016 Selectmen's Meeting for review and Executive Session Fire Union Negotiations approval. Selectman Sargent made a motion to approve minutes as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Public Comment

Mr. Jeff Sivert of 14 Highland Street, Chairman of the Fire Department Safety Committee for Local Union 3189 was before the board. Mr. Sivert explained he was before the board to thank the Clinton residents and Chief McLaughlin for all of their support for the new radios. He reported the new system was completed 2 weeks ago and it has enhanced the service to the community, the department now has the latest equipment. He is thankful to the townspeople for all of their support and stated the department will provide top service and safety to the town.

Class II License Hearing 1015 Main Street

Chairman LeBlanc opened the hearing inviting the applicant forward. Mr. Mikail Mancebo of 30 Mohogamy Run was before the board. Chairman LeBlanc asked for more information regarding the application. Mr. Mancebo explained he is purchasing the business Clinton MotorCars, and will continue an auto sales business to serve the community. He explained he has a few years of experience in the car sales business. Chairman LeBlanc opened the hearing for Public Comment in favor, Anthony owner of Clinton MotorCars, was before the board to speak in favor. He stated he is in support of this business and wishes the new owner a lot of success. Public Comment in opposition, there was none. Selectman Iacobucci asked how many cars was he looking for. Mr. Mancebo explained the same that is there, there is parking for 12. Selectman Connolly explained he would have hesitation to add a new license but this is an existing location of a Class II License. Selectman Sargent made a motion to approve the Class II license to Mr. Mancebo d/b/a International Auto Sales as presented. Selectman Dziokonski seconded the motion. The vote was unanimous. Administrator Ward

explained the current license has approval to sell 8 vehicles the additional parking is for customer parking.

Joint Meeting with Clinton Housing Authority- Board Vacancy

Clinton Housing Authority Director Mary Ellen Donnelly, Housing Authority members Fred Johnson, Charles Moran, Tom Vitone, and Kevin Tivnan. Ms. Donnelly explained there has been a recent resignation for a board member creating a vacancy for the remainder of the term, 3 years. The boards discussed the short timeframe until the upcoming election on June 13th, where the candidate would have to be elected. The Housing Authority notified the board they will only have one meeting scheduled prior to the election and the existing board members are able to handle the business at that meeting. The boards agreed to wait on the appointment and allow the vacancy to be filled at the upcoming election scheduled in just 74 days.

Complete Streets Program DPW Director McGown and C&ED Director Duffy

Mr. Duffy and Mr. McGown were before the board to inform the board of the Complete Streets Program. Mr. Duffy explained if this program is accepted by the board it will make the community eligible for funding from the DoT, to provide improvements to the public ways and optimize all uses of the streets. He reviewed if the town decides to enter into the program there are obligations the town will take on. The first obligation being the adoption of a complete streets policy, a draft template has been provided by the consultant. Mr. McGown explained the policy commits the town to abide by the complete streets design and criteria allowing the use of Chapter 90 funding. There is some flexibility to evaluate to determine if the street is eligible, there is a waiver if determined the street isn't able to accommodate the changes. The policy requires the town look at the complete streets components when making changes and improvements to the streets in town. The town explained they plan to attend a training session in April and will return with more information for the board.

FY2017 Budget Hearings

Bigelow Library

Library Director Ms. Marie Mueller and Library Commission members were before the board to review the FY 17 Budget requests. Ms. Mueller began by thanking the board for the support. She reviewed she completed a "library value calculator" the results show the community receives approximately \$600,000 of value with the amount of use provided. She reviewed her budget request includes the override funding which is used for a part time permanent position. The salaries remain the same, the repairs line item is less. Recently the roof replacement was completed to repair the water issues. She has included an increase in the program funding of \$3000.00. She reviewed the CWMARS membership has gone down from last year. She explained in long term

planning the commission has agreed to pursue grant money from the state for an engineer design and construction grant which if successful has a match component. The board thanked her for the budget presentation and review.

Fire Department

Chief McLaughlin was before the board explaining he submitted two budgets, one with current staffing and one with the addition of four new hires. He reviewed the department continues to receive multiple calls; there will be a saving on overtime to add staffing. He explained currently there are 5 members per shift he would like to make it 6. Selectman Iacobucci asked if the new hires are added it looks like the overtime is cut by half. Chief McLaughlin agreed explaining it would be approximately \$20,000 with the new hires. Selectman Dziokonski reviewed if you add 4 new hires it would cost approximately \$12,000, and less expense than overtime coverage. Chief McLaughlin explained the lease cost of the Chief's Expedition is completed which is a savings of \$8000.00. The board reviewed the cost for the Fire Fighters salaries. The board thanked Chef McLaughlin for the review of the FY17 budget.

Town Hall Building Manager

Administrator Ward reviewed Mr. Kanala was unavailable for discussion but presented a thorough budget and explained can be available for the next meeting if the board has any questions. Selectman Sargetn stated it is a well prepared budget and he doesn't have any questions. Administrator Ward agreed explaining most of the costs and line items remain the same. The board discussed the Capitol Funding line item will be used for engineering costs for the front stair repair design. Chairman LeBlanc explained the project will require an article at town meeting for repair costs but at least the project can be designed. Administrator Ward agreed explaining Mr. Kanala sent him out some information to be used for the RFP to hire a design engineer.

Department of Public Works

Superintendent McGown was before the board for the FY 17 budget review for the department. He explained the budget review is of a level funded budget, there is a bump in the wages due to the new contract, and due to the decrease in fuel costs he was able to cover the steps & COLA for union employees. He included the Clerks wages to reflect the step based on the grid approved by the Personnel Board. A lot of the budget stayed the same in the road and cemetery departments. The Water & Sewer budget is similar with a few changes; the capital outlay has an additional \$300,000 for a new design for the water main on Franklin Street. At this time the project is needed the existing pipe is 4 inches and needs to be improved. He would like to go out to bid shortly and begin the project if funding supported at the town meeting. He can use the \$300,000 in retained earnings in the department, there are some issues at

the filtration plant which require some improvements and replacement to some piping. The replacement of the plastic pipes is critical; this will require a borrowing article. He reviewed the dams at the WekePeke are in poor condition and due for some upgrades. He estimated the repair cost to be approximately \$12,000 to \$18,000. Selectman Connolly asked if dam removal is less costly than repairs. Mr. McGown reviewed the permitting is very expensive but is something for discussion. He explained he would like to see the town complete the next inspection and then have a future discussion on the area; it is not a viable source of water for the town. Administrator Ward agreed explaining a lot of information is available in the reports the town received a few years back from the Nestle Corporation. Mr. McGown reviewed his recommendation is to raise the water and sewer rates; there hasn't been an increase since 2006. His recommendation is 5% per year over the next few years. He reviewed the Rubbish Enterprise Fund is proposed to run at \$550,000, the initial fund was \$475,000 but the Special Town Meeting made some changes due to the increase in customers then first estimated. The recycle amount has gone from 18% to 43% which is an incredible increase in recycling. There are approximately one thousand more customers than anticipated and the revenue is \$100,000 more than anticipated. He asked for the board to consider the purchase of another compactor. At this time he has had to use a sub contractor to help with the excess. There is a need for a 3rd truck for a 7 year lease it would be \$50,000 per year, there is enough revenue to cover costs. It would be a \$320,000 rubbish compactor truck and takes 5 months once ordered. Selectman Iacobucci made a motion to approve the purchase of a new rubbish truck as presented by Superintendent McGown. Selectman Dziokonski seconded the motion. Under discussion: Selectman Dziokonski asked if this purchase would be paid for through the Enterprise Fund and would not require raising the rates. Superintendent McGown agreed. The vote was unanimous. Mr. McGown reviewed the new recycle center is up and running smoothly, there will be new hours as of April 1st there is also the acceptance of yard waste from residents only. The committee has been reviewing the cost to join the Hazardous Household Product recycle program available at Devens. There is a membership cost per community, which would allow Clinton residents to use this program 2 days a week; the cost is approximately \$17,000 to join with an annual rate of \$6000.00. This can be discussed at a future meeting. He reviewed the Landfill Budget next. He explained there is a large cost increase; the first phase of the landfill closure is approximately \$800,000. Mr. McGown explained he anticipates a lot of material next year, each year the revenues grow; there is plenty of revenue to cover all of the cost and then some. There are two pieces of equipment to purchase, one is a roller at this time he is leasing one at \$3000 to \$4000 per month, which is equal to \$128,000, he would recommend buying one, if approved he will go out to bid. Selectman Connolly made a motion to approve the purchase of a roller. Selectman Iacobucci seconded the motion. The vote was unanimous. The second purchase he

would recommend is of a sander truck; this should be purchased every three to four years and can be used in each area of department. The cost is approximately \$175,000 for a 1 ton dump truck or \$70,000 for a lease. The board thanked Mr. McGown for budget review and discussion.

Town Solicitor

Administrator Ward reviewed he included this budget as part of the spreadsheet he prepared and at the next meeting the board will wrap up the hearings. Solicitor Gibbons reviewed he submitted a level funded budget that is not complex.

Administrative Business

Late Night Closings

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of April 2016: Clinton Turn Verein, Crystal Café, Old Timer, Liberty Tavern, Ringside Café, Spruce Street Tavern, Polish American Veterans & The Simple Man Saloon. Selectman Iacobucci made a motion to approve the requests as presented with any additional requests approved sent for Police Chiefs review and approval. Selectman Connolly seconded the motion. 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 January 2016 for the Selectmen's review and approval. Selectman Iacobucci made a motion to accept the report as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Old & New Business

First Baptist Church Religious Walk

Chairman LeBlanc reviewed the board has received notice from the First Baptist Church of Clinton they plan to perform a Play of the Crucifixion of Jesus Christ in Central Park on Saturday, March 26, 2016, they have requested permission to conduct a walk starting at the Clinton Post Office continuing along High Street ending at Central Park. Selectman Iacobucci made a motion to approve the request as presented for the First Baptist Church of Clinton to conduct the walk and play on Saturday March 26, 2016. Selectman Connolly seconded the motion. Under Discussion: The board requested the Police Department be made aware of the upcoming event. Administrator Ward explained this event has been done prior years. Selectman Sargent explained perhaps the Police can provide an escort, Selectman Iacobucci asked that both Police and Fire Departments be made aware of the event. The vote was unanimous.

Property Tax Redemption for 105 East Street

Administrator Ward explained the Town Treasurer is the custodian of the tax title properties; he receives all the notifications from the land court process when the town takes possession of a property. He has sent notice to the board the property owner of 105 East Street has requested the ability to redeem the property and has paid all the obligations, including the legal costs. Administrator Ward reviewed the land taking is a long process, the property owner has a 1 year redemption clause during which the property owner is eligible to get the property back. Solicitor Gibbons explained his office doesn't handle this for the town the office of Capola & Capola handles this for the town. Selectman Sargent made a motion to allow the property owner to redeem the property as requested contingent on any added costs to be paid by the property owner. Selectman Dziokonski seconded the motion. Under Discussion: Administrator Ward explained there are other properties under review; the Town Treasurer has formed a committee. There are some commercial properties for review, one being on High & Water Streets, a downtown location. There is discussion of preparing an RFP for the properties. The Treasurer has an ongoing list. Chairman LeBlanc asked who has been using the former Gene's Auto Body for parking; there seem to be cars there all the time. Administrator Ward explained this will have to be reviewed. The vote was unanimous.

Town Meeting Warrant Schedule

Town Administrator Ward reviewed the board historically establishes a timeframe for accepting warrant articles for the Annual Town Meeting, scheduled for June 6, 2016. He recommended opening the warrant tonight; typically leaving it opened a month so the April 20 meeting would be about a month. The board at this time can try to gage the monetary needs for the budget by the article submissions. Selectman Sargent made a motion to approve the opening of the Annual Town Meeting Warrant to accept articles until April 20, 2016. Selectman Dziokonski seconded the motion. The vote was unanimous.

Executive Session Minutes Review (List enclosed)

Solicitor Gibbons informed the board as of the last meeting he prepared a list of requested Executive Session Minutes and submitted it along with the minutes for the boards review. The list consisted of a recommendation on releasing the minutes. He asked if the board had any questions regarding the list presented or the release of the minutes. He explained the process to release the minutes is approved by the board. Selectman Dziokonski made a motion to approve the release of the Executive Session Minutes as recommended by the Town Solicitor. Selectman Sargent seconded the motion. The vote was unanimous. Solicitor Gibbons explained the board would have to approve the recommendation not to release the Executive Sessions minutes as recommended. Selectman Sargent made a motion not to release Executive Sessions

minutes as recommended by the Solicitor. The vote was unanimous. Solicitor Gibbons reviewed he will update the list. Chairman LeBlanc explained the process should be done at least twice a year. Solicitor Gibbons agreed explaining the process can be scheduled for review quarterly. At that time the board can determine the two step process for releasing the session one does the issue still exists, and secondly does it qualify as an exemption, for example a Personnel Issue or Attorney Client issues. Administrator Ward explained the union negotiations generally contain negotiations that continue from contract to contract there for some cannot be released.

War Memorial Monument

Selectman Iacobucci inquired about the outstanding punch list for the Veterans Memorial, will the Monument be completed by Memorial Day. Administrator Ward explained he hasn't had any recent correspondence from the company. Selectman Connolly explained some work has been completed.

Committee Reports

Memorial Day Committee

Selectman Iacobucci explained the committee has been meeting and are planning a meeting with the DPW Director and Park & Recreation Director.

Business Development Committee

Selectman Iacobucci explained the committee will be scheduling an upcoming meeting.

Solid Waste Committee

Selectman Iacobucci explained the subcommittee had a meeting and set the new hours of operations for the Recycle Center to begin as of April 1st. The hours are Wednesday, Thursday and Friday 8AM to 1PM and Saturdays 9AM to 2PM. He thanked Irene Cogdon of DEP for all of her help with the program.

Selectman Sargent made a motion to adjourn the meeting at 9:10PM. Selectman Dziokonski seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero
Administrative Assistant
Clinton Board of Selectmen