

**Selectmen Meeting
Minutes
March 18, 2015**

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

Review of Minutes

The board received minutes from March 4, 2015 Selectmen's Meeting for review and approval. Selectman Connolly made a motion to approve minutes as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

Public Comment

There was none.

FY16 Departmental Budget Hearing

Town Hall Maintenance

Building Custodian Michael Kanala was before the board to review the FY16 Budget request for the Maintenance Department. Mr. Kanala begins by reviewing the line items explaining the Heat, Light & Power has been running under the last few years he has turned in between \$12,000 and \$15,000. He reviewed a cost saving due to the boiler repairs and conversion to gas. He requested the line item remain funded to support a conversion of the lighting in the town hall to LED. He has a proposal from a company who has worked with the Fire Department recently on converting all the fixtures in the offices and meeting rooms. The cost will be approximately \$40,000 with a \$6,000 incentive from National Grid. This amount can be financed through National Grid therefore the line item should remain at \$58,000 to pay off conversion project. Selectmen Dziokonski and LeBlanc serve on the committee and agreed this is a cost savings project for the town; it will be a benefit in the future. Mr. Kanala reviewed the Capitol Improvements that were completed in the building over the past two years and reviewed the needed improvements, he reviewed a new generator for the building to cover the entire building including the heating unit would cost approximately \$60,000. This would be a great addition to allow the building to be used as a shelter when needed. He explained the stairs to the building are in need of repairs, he is unsure of the cost, a warrant article may be needed, the repair cost may exceed \$100,000. Chairman Sargent thanked Mr. Kanala for the information and discussion regarding the maintenance budget for the town hall.

Town Accountant

Town Accountant Diane Magliozzi was before the board to review the FY16 departmental budget. Chairman Sargent asked Ms. Magliozzi to review the highlights of the budget. Ms. Magliozzi explained she followed the budget from the prior year; she increased for expenses to cover both her and the assistant going to school also she intends to purchase more supplies for her office. She reviewed concerns with the board regarding the non union employee salaries. She explained there are still outstanding compensation studies to be completed and salaries being reviewed that need to be completed by June 30. She explained things move fast and these requests need to be resolved. The board thanked Ms. Magliozzi.

Board of Assessors

Chairman of Assessors David Baird was before the board to review the FY16 departmental budget. Mr. Baird explained he included a detailed report regarding his concerns of the completion of the re-evaluation salary study. He explained the elected officials haven't been addressed, he included some information he submitted to the Personnel Board. He explained one line item that was increased is the software contract maintenance of \$300.00. The board thanked Mr. Baird.

Building Inspector

Building Commissioner Tony Zahariadis was before the board to review the FY16 departmental budget. He explained the budget has stayed the same as the prior year. The board thanked Mr. Zahariadis.

Town Treasurer

Mr. John Kittredge was before the board to review the FY16 departmental budget. Mr. Kittredge explained he reviewed the budget which is made up of a lot of different things, including health care costs and debt schedule. He explained there was \$5000.00 budgeted for the transition of the office, this wasn't needed. He explained instead he used the funding for new computers and will return \$3000.00. He also explained there is a savings of \$57,000 in Medicare tax. The health insurance is with the Minuteman Nashoba Group, there will be increases in providers costs some as high as 9.7%, this increase will be based on the number of enrolled participants which may change once open enrollment closes on March 31. He reviewed; he and Administrator Ward had a meeting with a consulting group to review other options. One of the biggest eye openers for him is the lack of technology, he is aware there is software available that would work better. He explained there are a lot of inefficiencies that could be eliminated with current software. Selectman Iacobucci asked if he had spoken with the other financial offices regarding the software change. Mr. Kittredge explained he has spoken

briefly with them. Administrator Ward asked for an ad hawk committee to be formed to review, he is aware a few years ago this was considered but the cost was too high. He agreed it would be better to have a consolidated system. Selectman Dziokonski made a motion to create an ad hawk committee to review the financial systems and software to improve practices. Selectman LeBlanc seconded the motion. Under Discussion: Administrator Ward explained it would be good to incorporate the schools as well, a lot of times they have large purchase orders that have to be manually inputted it would be beneficial to have software which will allow this information to be uploaded. The vote was unanimous. Selectman Connolly stated he wanted to compliment Mr. Kitteredge on a great job. The board agreed and thanked Mr. Kitteredge.

Fire Department

Acting Fire Chief McLaughlin was before the board to review the FY16 departmental budget. He reviewed there are some differences in wages based upon the new hire wage being lower than those who retired. He explained the longevity pay has changed because some senior employees have retired. The uniform expense increased to outfit the four new employees. Chairman Sargent asked about the status of the new radios. Acting Chief McLaughlin reviewed in June the new license was received, now the consultant is working on the computer mapping to determine the locations the equipment is needed. They plan is to purchase the new equipment from the state bid list. The board thanked Acting Chief McLaughlin.

Town Solicitor

Solicitor Gibbons reviewed the budget is straight forward; the salary line item remained the same at \$5000.00. The other line item is the costs for litigation and negotiations which is 94,278.00. The board had no questions and thanked Solicitor Gibbons for the review.

Irene Congdon- Curbside Recycling Program Presentation

The board welcomed Irene Congdon Massachusetts DEP Municipal Assistance Coordinator for waste reduction central mass and DPW Superintendent Chris McGown. Mr. McGown opened the discussion explaining over the last six months he has been working with the Recycle Committee on reviewing the recycle program in town. He explained the DEP has notified the town there is too much recycling mixed in with the waste disposal. At this time the town has been mandated to improve the recycling program and offer curbside recycle program. The committee has been determined to do the best for Clinton and have concluded to keep the program within town and offer curbside pick up. He explained Ms. Congdon has prepared a presentation for the board on the new programming. Information was distributed to the board. Ms. Congdon began the discussion with a review of the amount of trash and recycling the town has,

she continued with cost proposals. She reviewed the new program will cost each household \$156.00 per year, and will include a 96 gallon recycle container which will be picked up bi-weekly and the disposal of one bag per week with the cost of \$2.00 per bag for additional bags. The cost would be \$13.00 monthly, and include the one bag and single stream recycle curbside pick up. The cost of the cart will be included in the monthly rate and each cart will be registered to address with a serial number. Selectman LeBlanc asked about the pick up on private roads where they usually have a one stop pick up location. Superintendent McGown reviewed each household will have a pick up at the residence all private roads will be included. Phase two of the new program will include the center being available to collect bulk items. Mr. McGown explained he is putting together a notice of the new program and would like to include information regarding the Board of Selectmen's public hearing. Selectman Connolly asked if the new program will require town meeting authorization. Solicitor Gibbons explained he doesn't believe so. Mr. McGown explained it is just a change in method. Selectman Connolly explained he feels the public hearing is important, he will not vote to authorize the new program without public input. Solicitor Gibbons reviewed there will be an opt out option for residents, providing they send notification they are using a registered private hauler. Mr. McGown agreed explaining the resident will have to provide notice they are working with a private hauler. He asked the board for a date to schedule the public hearing. The board discussed and agreed on Wednesday, April 15, 2015. Mr. McGown explained the new program will be implemented by July 1st. Ms. Congdon explained it is important to begin the education campaigns. Selectman Connolly agreed explaining he is enthusiastic about the plan, he agrees it is important to education the public and allow for input at the public hearing before a final decision is made. The board agreed all are enthusiastic for new program and hosting public hearing. They thanked Ms. Congdon for the presentation.

Administrative Business

Fire Chief Monthly Report

Acting Fire Chief McLaughlin submitted a monthly report relative to the operations of his department for the month of February 2015 for the Selectmen's review and approval. Selectman Connolly made a motion to approve the report as presented. Selectman Iacobucci seconded the motion. The vote is unanimous.

Police Monthly Report

Chief Laverdure submitted a monthly report relative to the operations of his department for the month of February 2015 for the Selectmen's review and approval. Selectman Connolly made a motion to accept the reports as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

Old & New Business

Constellation Energy Supplier Agreement

Administrator Ward reviewed with the board he recently solicited prices with Tradition Energy, the best price is available with Constellation Energy at 9.5 cents per kilowatt for 24 months. This will generate a \$67,000 savings per year based on the price paid over the past 12 months. Chairman Sargent thanked the Town Administrator for pursuing this cost savings. Selectman Connolly made a motion to authorize the Town Administrator to enter into contract with Constellation Energy as proposed. Selectman LeBlanc seconded the motion. The vote was unanimous. Administrator Ward explained the school department is separate from this contract.

Notification to Park & Recreation Department: Duffy Memorial Park

Selectman Connolly reviewed with the board he would like a letter sent to the Parks & Recreation Department regarding the name of Duffy Memorial Park, on more than one occasion he has noted the department refers to this area as Duck Harbor Park. He asked that they be corrected in this error. The residents of duck harbor and all of Clinton approved the name of "Duffy Memorial Park". Selectman Connolly made a motion to direct a letter to the Parks & Recreation Department notifying them of this error, and the correct name is "Duffy Memorial Park." Selectman Dziokonski seconded the motion. The vote was unanimous.

Goals & Objectives

No review.

Committee Reports

Government Reorganization Committee

Selectman Connolly reviewed the committee presented the facility plan to the School Department at the last meeting, to allow feedback, there were no strong objectives. The next step is to schedule a meeting with the School Committee. The committee also plans to form a subcommittee with 2 members to work on a MoU.

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

Meeting Adjourned,

Joyce A. Corbosiero
Administrative Assistant
Clinton Board of Selectmen