

**Selectmen Meeting
Minutes
March 28, 2012**

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 March 14, 2012 Selectmen's Meeting and Executive Session under Article 3 Health Insurance Negotiations for review and approval. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Sargent seconded the motion. The vote was unanimous.

2012 Walk for Hunger Event

Ms. Teresa Kane was scheduled to present to the board information regarding the upcoming Walk for Hunger Event, she has chosen to post pone her presentation until the next meeting.

Fiscal Year 2013 Budget

Town Solicitor

Chairman Dickhaut asked Solicitor Gibbons for a review of budget request for FY13. Solicitor Gibbons explained it is pretty straight forward. He presented the board with a level service budget with a 5% increase in litigation. He explained this year the litigation line item is over budget and the last three years it has been close. Most of the service provided is reactive versus proactive. The majority is reactive to day to day issues. Chairman Dickhaut asked if the cost increase was a reflection of the contract negotiations, are they factored into the budgeting. Solicitor Gibbons explained that has been a factor this current year, the addition of Health Insurance negotiations was a factor, it is a consideration in the next budget he tried to factor it within this year's budget. The board thanked the Solicitor Gibbons for the budget review; Chairman Dickhaut explained this is the first pass at it.

Veterans Agent

Chairman Dickhaut invited Veterans Agent Gerald Coppenrath to come forward to review budget request for FY13. Mr. Coppenrath explained the budget is straight forward. He expressed he did not include an increase to his salary line item but there is always an increase to the Chapter 115 benefits. He increased this line item using a projection form the increase in years past, it is very hard to predict, and there may be a

spike in benefits. Selectman Dziokonski reviewed the amount requested to cover the cost of the phone bill. Mr. Coppentrath explained the amount is used to cover the expense for the calls out of state and to Boston. He reviewed at the present time the office processes eight times cases compared to when he was hired. The board thanked the Mr. Coppentrath for the budget review; Chairman Dickhaut explained this is the first pass at it.

Department of Public Works

Superintendent of Public Works McGown was before the board to review the budget request for FY13. Mr. McGown reviewed the board received the departmental budget including a narrative, explaining the trend is lower revenue. The fixed costs are still okay, the department is close to breaking even. His recommendation is to leave the sticker prices as is. He reviewed the Cemetery/Road departments are funded out of the general fund. Overall if the department gets level funded there will be a loss of 1 ½ persons in the department. He explained there will be a retirement in the cemetery department with Buddy and one person is gone from the rubbish/road department. He reviewed there is level funding for the fuel pump maintenance which he will get through what is budgeted. Chairman Dickhaut asked for a status on the fuel pumps. Mr. McGown explained the diesel pumps are operating but the gas pumps have a leak in the storage, resulting in water in the tanks. If the town wants to use them they need to be replaced. Chairman Dickhaut asked if Mr. McGown shops around for the best price. Mr. McGown said the gas is purchased from the Sunoco station or Mr. G's Gulf both stations are within a few cents of each other. Chairman Dickhaut asked if Mr. McGown has received an estimate on a replacement cost of the tank. Mr. McGown stated he can put together a cost for replacement of the tanks and a cost comparison on buying the gas in bulk or buying it from the gas stations. Chairman Dickhaut asked for a report of the amount spent at each gas station. Mr. McGown stated he will produce the report not problem. Mr. McGown reviewed the Water & Sewer Department he explained the Water Sewer improvement plan, explaining most major pipes are in good shape, the general infrastructure aside from some pipes is in good shape. A lot have been replaced as time goes on. He reviewed in the capital improvement plan it is recommended to replace 4000 feet within a year, there would have to be a 30% increase in rates to be able to do this. He reviewed the oldest pipes in town are approximately 120 years old. The town will be working with the grant funding this year improving the infrastructure on Grove Street. He informed the board it has been five years since the rate increase, the last increase was 2006. Chairman Dickhaut asked for a status on the Water Street Project. Mr. McGown explained the project is scheduled for design completion by 2013. He explained Mr. Duffy was working to try to get some more information on a schedule. Chairman Dickhaut asked about the equipment in the department. Mr. McGown reviewed the fleet of equipment in the department. He

explained the major equipment has been replaced some with used pieces, there is a need for new sander, the one in department one is 27 years old. He reviewed recently he had replaced the box truck in the Water Department. Chairman Dickhaut asked what pieces of equipment need to be replaced in the department. Mr. McGown explained the street sweeper and the sanders. Selectman Dziokonski asked about leasing a street sweeper instead of purchasing one. Mr. McGown explained he could research that but sometimes the issue is finding one in good shape to lease. The board thanked the Mr. McGown for the budget review; Chairman Dickhaut explained this is the first pass at it.

Bigelow Free Public Library

Library Director Christine Flaherty was before the board to review the budget request for FY13. Ms. Flaherty reviewed the budget submitted stating it is a level funded budget which includes a 3% COLA. She reviewed she added funding back to line items that have been cut. She explained there are needed repairs to the building so she restored this line item to \$3000.00. The technology fund she also increase due to a need to replace some computers, they are used a lot and in need of replacement. There also is an increase in the heat, light and power line item due to the increase in fuel costs. The program line item she restored the funding in order to increase programs, she explained she has been able to support some programming through help of the Friends of the Library and the local Cultural Council. An increase is needed in the book budget; she explained there is a need to replace some books. She reviewed her expense line item is spent on dues, phone, advertising and journal subscriptions along with miscellaneous office supplies. Selectman Connolly asked about the amount of grant funding received from the state, can this funding be used for repairs. Ms. Flaherty explained the funding is used in May or June to make needed purchases. She has applied for a waiver each year and been lucky enough to have received the grant each year. It averages about \$14000.00. Chairman Dickhaut explained this is first review of budgets and the information presented is very helpful, she thanked Ms. Flaherty for attending the meeting.

Police Department

Chairman Dickhaut invited Police Chief Laverdure to come forward and review the budget request for FY 13 for the Police Department. Chief Laverdure reviewed with the board he has had a good year and prepared a level funded level service budget. He explained the department has had some employees retire so the salary line item is in good shape. He reviewed the dispatchers are new employees as well. There is a decrease in the Quinn Bill due to the new law passed not allowing any additions. Chairman Dickhaut asked if there was an increase to the Heat, Light and Power line item. Chief Laverdure explained there was no increase to this line item, Administrator

Ward clarified the building has gas heat. He reviewed the department is in need of 3 new portable radios and a new fingerprint machine. The addition of the new fingerprint machine will reduce the release of criminals; the cost of the machine is \$27,000.00. He explained at this town the department goes out of town to use this type of machine in another community; there is a need for this equipment. Also the department is in need of a new computer for the detectives department. He explained the department will run well on level funding. The building maintenance will be used to cover painting and needed carpet replacement along with flooring. Chairman Dickhaut asked about the repairs and parts needed for the cruisers are they performed in house. Chief Laverdure explained he does all of the car repairs with Lorin Almedia, at Guaranty Auto. Chairman Dickhaut asked of a report with the total amount of expenses paid for oil changes and repairs. Chief Laverdure explained he will compile the report. He reviewed he included an expense in the training line item to cover the \$6000.00 to rent the mobile trailer unit for the shooting qualifications. Chief Laverdure reviewed Sergeant Karmataris is replacing retired Sergeant Stevenson as the training representative. Selectman Sargent explained he doesn't support having the Clinton Police Department qualify in a mobile unit on Chestnut Street. This is not a safe environment, the area near the dump and landfill is more than adequate to be used. Chairman Dickhaut explained this is the first pass at the budget and more discussion can be had on this issue as the process continues. Selectman Dziokonski reviewed the DPW Director reviewed his department purchases gas from Mr. G's Gulf or the Sunoco Station, where does your department purchase gas. Chief Laverdure explained all the gas comes from the same place; Mr. McGown has the invoices for all of the departments. There are needed repairs to the town gas tanks that will cost about \$50,000.00 to repair. Chairman Dickhaut explained the board will get amount from Mr. McGown and review the cost to the department. Selectman LeBlanc asked about the request for one cruiser. Chief Laverdure explained he tries to keep a rotation of new cruisers at this time the department is awaiting delivery of the second cruiser from last year and has the seized vehicle to be used by the detective department. So keeping with the rotation one vehicle has been included in the next budget. Selectman LeBlanc asked if the finger print machine is a priority over the cruiser. Chief stated yes. Chairman Dickhaut explained this is first review of budgets and the information presented is very helpful, she thanked Chief Laverdure for attending the meeting.

Fire Department

Chairman Dickhaut invited Fire Chief Hart to come forward and review the budget request for FY 13 for the Department. Chairman Dickhaut thanked Chief Hart for the information on the equipment in the department; she asked what piece of equipment is needed for the department that would be a top priority. Fire Chief Hart explained a new ladder truck. Selectman Connolly asked the life expectancy for that type of truck. Chief

Hart explained between 20 to 30 years. Selectman Dziokonski asked about the current condition of the truck. Chief Hart explained it is in need of repairs and he has no funding left to repair it in this year's budget. Chairman Dickhaut asked about the needed repairs to the roof at the station. Chief Hart reviewed there are some areas leaking that have been patched a few times. The station is 27 years old, and there are sections of the roof that have blown off and others areas that have leaked for several years. Selectman Connolly asked about the radios in the department. Chief Hart explained there is the new Federal Communications law which requires compliance by July 1, some of the radios in the department will comply and some will need to be replaced. Chairman Dickhaut asked if the Chief received any pricing on the radios. Chief Hart reviewed he did receive one quote. Administrator Ward reviewed the narrow banding will affect the whole town, the State Department of Public Safety sent out an estimate of the costs for upgrading. Discussion continued regarding the overtime expense in the Department, Chief Hart reviewed there had been a recent retirement of a Fire Captain, resulting in paying a fire fighter acting Fire Captain salary which is contractual. Chairman Dickhaut asked for an update on the new recruits. Chief Hart reviewed 2 are at the academy due to graduate on Friday. Joe Lemanski III is active, Todd Dianai started 3 weeks ago and Justin Steele resigned, so he will need to be replaced. Chief Hart reviewed the overtime expense was underfunded this year and the amount needed for next year would be \$200,000 to cover all of the shortages. He explained the Heat, Light and Power account was funded at \$18,000.00 this year and to date \$10,000.00 has been spent. Selectman Connolly asked how the department purchases fuel. Chief Hart explained he purchases the gas from the Gulf or Sunoco stations and the diesel fuel they get from the town. The department is in need of a pickup truck, he explained the department could use another Ambulance. Chairman Dickhaut reviewed the department has always run 2, from 2000 through 2008; she asked the average life for the vehicle. Chief Hart explained it is about 24 years a new one is typically purchased every 8 years but the cycle may have to be changed to every 7 years. Selectman Sargent asked the Chief to begin his annual inspections required for the Liquor License holders earlier then 2 weeks prior to the end of the year. Chief Hart agreed to move back the dates of inspection, he explained the business' receive a notice explaining all that needs to be completed for inspection and they seem to wait to complete requirements. The process should be started earlier to relieve the stress of meeting at the end of the year deadline. Chief Hart reviewed with the board he has a transfer request for the board's approval to cover cost of repairs to vehicles, he would like to increase the request from \$5000.00 to \$15000.00 to cover needed repairs at this time the expense line has been exhausted in the budget. Chairman Dickhaut explained at this time the board will review the request for \$5400.00 the amount needed to cover repairs that have been completed, the board discussed they cannot approve an amount that has not already been expended on repairs. Chief Hart explained he has had

additional repairs completed in addition to the \$5400.00; there is an unpaid bill of \$881.00. Chairman Dickhaut reviewed the new amount needed is for \$6281.00. Chief Hart explained there are many other repairs needed. Chairman Dickhaut asked for Chief Hart to sit down with Town Administrator Ward and review the needed repairs, the board cannot approve an amount to be spent the department doesn't have. Chief Hart explained the department is in need of new fire apparatus as well.

Recess

Selectman LeBlanc made a motion to take a 5 minute recess at 8:55PM. Selectman Sargent seconded the motion. The vote was unanimous.

Administrative Business

Late Night Closings March 2012

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of April 2012: Clem's Liberty Tavern, Clinton Turn Verein, Crystal Café, Old Timer, Ringside Café & The Simple Man Saloon.

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.

Police Department Monthly Report

Chief Laverdure submitted a monthly report relative to the operations of his department for the month of February 2012 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.

Public Works Monthly Report

Superintendent of Public Works submitted a monthly report relative to the operations of his department for the month of February 2012 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

Fire Department Vehicle Repairs Transfer Request

Fire Chief Hart is requesting approve of a transfer request from the Reserve Fund to cover repairs to vehicles in the department. The request is to cover repair cost of \$6281.00. Selectman LeBlanc made a motion to approve transfer request from the reserve fund in the amount of \$6281.00 to cover vehicle repair costs for the Fire Department as requested. Selectman Sargent seconded the motion. The vote was unanimous.

Government Reorganization

Chairman Dickhaut reviewed the Government Reorganization subcommittee has been working on the final recommendation and will be reporting at the next Selectmen's meeting. One proposed change is to transition the Assessor's Department to one less paid position, similar to how the office has run in the past. The subcommittee will be reporting shortly with the finalized recommendations.

Traffic Committee Report

The Traffic Committee submitted a report from a recent meeting with the following recommendations for the board's approval:

- No Parking Designation at corner of Barrett Street & Oak Street – Recommendation to have the DPW install a berm to redirect the flow of water and plant two small trees to prevent erosion.
- No Parking Designation at corner of Pleasant Street & Grove Street- Recommendation to have "No Parking" designation at this intersection
- No Parking Designation at corner of Grove Street & Nashua Street- Recommendation to have "No Parking" designation at this intersection

Chairman Dickhaut reviewed there was a lot of discussion regarding these requests and the recommendations made were approved by the Superintendent of Public Works as solutions to the issues. Selectman Connolly made a motion to approve the three Traffic Committee recommendations as presented. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Connolly explained he would like an opportunity to review the additional request to install a streetlight for South Meadow Road near Boat Ramp, he will take a ride to review the area and prefer to vote on this at the next meeting. The board agreed to allow Selectman Connolly the time for review. The vote was unanimous.

Town Meeting Warrant Schedule

Administrator Ward reviewed the board should formally set a timeframe for accepting warrant articles for Annual Town Meeting Warrant. The board discussed opening the warrant and leaving it open for three weeks until April 20, 2012. Administrator Ward explained he will post notice on the website and the local cable channel. Selectman Connolly made a motion to open the Annual Town Meeting Warrant to accept articles for three weeks closing it on April 20, 2012. Selectman LeBlanc seconded the motion. The vote was unanimous.

Health Insurance Mitigation Fund Memorandum of Agreement

Administrator Ward explained the Health Insurance Public Employee Committee has come to agreement with the town on a plan to distribute the mitigation funding that provides savings from health plan changes to be shared with employees. This proposal is for the town to provide a Health Reimbursement Account with \$95K savings to allow employees to recoup the costs of the new deductibles and copayments. Selectman Connolly made a motion to approve and sign the MOA as presented to allow the plan design changes to become effective. Selectman LeBlanc seconded the motion. The vote was unanimous.

After Prom Event Donation Request

The board received a request from the Clinton High School Class of 2013 for a donation to support the "After Prom Event" that will be held on Saturday May 19, 2012 at the Borroughs Family Branch YMCA in Westborough. Selectman Sargent made a motion to approve a \$100.00 donation to the CHS Class of 2013 to support the "After Prom Event". Selectman LeBlanc seconded the motion. The vote was 4/0/1 Abstention from Selectman Connolly.

Scholarship & Enrichment Foundation Donation Request

The board received a request from the Clinton Public Schools Scholarship & Enrichment Foundation for a donation for their scholarship fundraising campaign. Selectman Sargent made a motion to approve a \$100.00 donation to the Clinton Public Schools Scholarship & Enrichment Foundation for the scholarship fundraising campaign. Selectman LeBlanc seconded the motion. The vote was unanimous.

World War I Monument at Clinton Town Hall

Selectman Dziokonski reviewed at the present time the board has approved the donation of the WWI Monument by the American Legion to be installed in the front of the town hall on the left side of the entrance. He has begun working with the subcommittee to facilitate the installation process, and after reviewing the location it has occurred to the committee this may not be the best place for the monument. Esthetically this is a bad fit; it would be less impactful to look at other locations. The subcommittee met with 3 members of the American Legion Post Committee and reviewed locations around the building. Member of the committee agreed it is not the best location and reviewed alternatives. No formal vote was taken by the committee to change location. Selectman Dziokonski explained he agrees the location should be changed for a few reasons, the first esthetics the monument will detract from the town hall faced, second the land use, and the monument should be put in line with the existing monument and the last reason is philosophical, all veterans cling together. Veterans like to stay together in groups and congregate together. The proposed new

location would be to put it next to the existing monument on the corner of Walnut and Church Street. He expressed this would be a better location and a more attractive place. Selectman Dziokonski made a motion to change the location of the WWI Monument to the corner of Church and Walnut Streets to include a walkway adjoining the current monument. Selectman Sargent seconded the motion. Under Discussion: Chairman Dickhaut explained it is important to honor those who have served. Selectman Dziokonski apologized that location was previously decided. Selectman Connolly explained he is in favor for the reasons discussed; it would not fit on the left side of the entrance to the building, the new location will diminish the impact to the building. The vote was unanimous. The board thanked Selectman Dziokonski for working with the subcommittee and the member of the American Legion.

Committee Reports

There was none.

Public Comment

There was none.

Selectman LeBlanc made a motion at 9:20PM 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