

**Selectmen Meeting  
Minutes  
April 1, 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 18, 2015 Selectmen's Meeting for review and approval. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Connolly seconded the motion. The vote was unanimous.

**Public Comment**

Mr. Matt Duella of 24 Nathan Drive was before the board explained he and his wife moved to town a few years back and understands the importance of the budget. He understands kid's education is a priority and would like the board to support the schools, he asked for them to take a hard look at the numbers. Chairman Sargent explained the school department has not submitted a budget. Ms. Jen Scalise was before the board in agreement with Mr. Duella regarding the budget. She explained all departments need to be properly funded in order to run. The departments look to leadership for help in putting together a realistic budget to run the departments. Ms. Jen Jaeckel of 285 Grove Street was before the board explaining the town is growing and some things have closed down. She explained some businesses do not survive. She asked for the board to review the numbers while budgeting. Chairman Sargent explained the board hasn't received the schools budget yet. They plan to meet with the school committee. The board does support all departments and the schools. Ms. Scalise reminded the board the infrastructure in the community needs to be a consideration, it will be used for generations to come. She looks to the leadership because they are the authority in that area. She thanked the board.

**Regional Veterans District- Veterans Agent Brendan Bailey**

Mr. Brendan Bailey was before the board. Chairman Sargent explained the board invited Mr. Bailey to review his findings of his exploration of a Regional Veterans District. He explained the board did receive the letter he sent. Mr. Bailey explained he has spoken with both the Town Administrator in Lancaster and Sterling. They have not provided him with an expectation of what the needs would be. They are not sure how many hours are needed, they both just focused on the number of Chapter 115 cases they have. He explained he would like something from each community with a plan of

what type of representation is needed. He reviewed it isn't feasible to determine if a district should be established with the information given. His recommendation at this time is to wait for more information from the towns. Chairman Sargent thanked Mr. Bailey for his review and the recommendation at the time to hold off until more information is available from the communities. Selectman Connolly complimented Mr. Bailey on his efforts and appreciates the recommendation. Selectman Iacobucci thanked Mr. Bailey explaining he answered all his questions. Selectman Dziokonski reviewed a Veterans Agent is more than an administrator of Chapter 115 benefits. He explained more Veterans return with PTSD syndrome in need of assistance and guidance. He reviewed he agrees the town should wait to hear from the Administrators in the other communities on what the expectations are for services. He also thanked Mr. Bailey.

### **FY16 Departmental Budget Hearing**

#### *Board of Health*

Chairman of the Board of Health Steve Lipka was before the board with a review of the FY 16 budget. Mr. Lipka reviewed with the board the department request are the same and there is a decrease of \$4000.00, in the physician's salary line item because the town joined the regional group. This also allowed for the nurse to be part time. He explained at this time the budget has a line item for the dead animal pick up. He made the recommendation to work with one person and add this to the Animal Control Officers budget. At this time Mr. Craig Martin has performed this service and the fee is \$25.00 per animal, it would be better to have one person work with needs in the community. Selectman Connolly agreed if the ACO is able to do it, then the line item should be moved to the Animal Control budget. Selectman LeBlanc made the recommendation for the Administrator to meet with the Animal Control Officer and Mr. Lipka to review. Mr. Lipka explained he has approached Animal Control Officer Mr. Wood and he is willing to take on this service. The board thanked Mr. Lipka for the review.

#### *Bigelow Free Public Library*

Library Director Marie Mueller and her board were before the board to review the FY 16 budget requests. She opened discussion with a thank you to the board for the support and funding in joining CWMARS, this has brought a lot more traffic through the library. She would like to see the budget stay as it stands, she has added to the salary line item a 12 week maternity leave position and a 20 hour a week assistant position. She explained the library is open additional hours and an extra person is needed. She reviewed since 2010 the library has filed a waiver with the state regarding the state aid. At this time with the salary increases the amount has been met so there isn't a need for the waiver. The CWMARS network is \$14,111 than anticipated. Selectman Connolly

asked about the repair line item with an increase of \$10,000. Ms. Mueller explained there are needed roof repairs. Last year the Oil Burner was converted from oil to gas. The increase is to support additional roof repairs; the building is in need of a new roof. She is researching grants to help offset the cost. She intends to submit a warrant article for the cost of the roof repairs. She has meet with the Building Committee and asked for Mr. McGown to review. Library Board Trustee Ms. Gloria Parkinson was before the board explaining the new Director has made phenomenal changes which have made a positive difference in the library. The Trustees are working toward long term plan for the building. It is an old building and in need of a lot of updating and renovations. There are matching state grant funds they are exploring. The board thanked Ms. Mueller and Ms. Parkinson for their review.

### *Parks & Recreation*

Director Ms. Emily Easterling and Commission Chairman Ed Verrier and Vice Chair Yoanna Osborne were before the board with the FY 16 budget review. Ms. Easterling began by thanking the board for the opportunity to present the budget request; she explained the budget she submitted reflects the numbers to operate the department as needed. Most of the line items remain the same. She explained the staffing line item represents 2 additional part time ground keepers, which are seasonal and work from April to December. This is an increase of \$12,500 changing the line item from \$12,500 to \$25,000. She reviewed she received requests from Rauscher Farm and the Senior Center to maintain the properties this will require the additional staff. She will be unable to assist without the additional staff. Chairman Sargent explained the previous Director and Assistant would participate with the outdoor park maintenance as needed. Mr. Easterling explained they do as well, she and Kaylee spent the day removing the ice rink from Savage Field to prepare for spring events. She also does the mulching in Central Park to prepare for Memorial Day. She reviewed the Recreation budget; the wages show an increase due to the additional programming added there is a need for two more camp counselors. The miscellaneous expense has increase because they have an increase in programming and a need for more equipment. The Park miscellaneous line item shows an increase to support the tree maintenance work needed. She had a company come in and consult and there is a need to have some branches removed for safety. There is also a need for a fertilization program. Improvements are still needed at the Philbin Park so there is an increase to the funding to support the needs there. Chairman Sargent asked about any Warrant Articles. Ms. Easterling explained she has submitted two articles one for the phase one of the Savage Field project in the amount of \$600,000, this will include added parking, irrigation and electrical and one for the purchase of a new mower the current mower is ten years old. The total cost for the Savage Field project is \$1.7 million. Chairman Sargent asked if there are plans available for the Savage Field project. Mr. Verrier

explained there will be a public meeting with GALE Associates to review the proposed project. At this time there will be an opportunity to review and ask questions. Ms. Easterling explained she met with the Conservation Commission informally regarding the cleanup of the shore line on Duffy Park. She will attend a formal hearing to receive approval. She explained she recently received certification as a Parks Director and has budgeted for the association dues and plans to attend the state and local conferences. The certification requires continuing education credits to remain certified. Selectman Connolly explained he wanted to raise an issue regarding the name of Duffy Park, he asked that on the Park & Recreation website the correction be made. Ms. Easterling explained she was able to correct that while waiting to speak with the board. The board thanked Ms. Easterling.

#### *Council on Aging*

Executive Director Debra Goodsell was before the board with Chairman of the Council on Aging William Grady with the FY 16 budget review. Ms. Goodsell began the review explaining a lot stayed the same. She made an increase of \$2000.00 in the program line item for the additional of more programs at the new location. The Miscellaneous line item has a large increase to support the move and expenses of the new location. There are needs for additional equipment and a lot of expenses associated with the new location. Selectman LeBlanc explained it is good to leave the line item as is to cover the costs, he asked if she has an estimation of utility expenses of the new location. Ms. Goodsell reviewed no she has asked the contractors for estimations but hasn't received any. Selectman LeBlanc explained there are new systems for heating and cooling which are electric. Mr. Grady agreed explaining they have tried to get estimations of the costs for the systems from the contractor and National Grid. Chairman Sargent asked what the opening date will be for the center. Mr. Grady explained he is unsure, possible May or June. Ms. Goodsell reviewed at this time there is no phone or internet service available. She explained within the budget there is a line item for \$12,000 for a part time custodian, to provide building maintenance. Mr. Grady explained there isn't a need to add a full time person because the Parks & Recreation have agreed to provide mowing every 7 to 10 days. Ms. Goodsell explained they are excited to get into the new center and to have a lot of additional programming and parking. The board thanked Ms. Goodsell and Mr. Grady for the budget review.

#### *Town Clerk*

Administrator Ward explained the Town Clerk is unable to attend.

### *Town Collector*

Town Collector Ms. Meghan Ball was before the board for FY 16 budget review and discussion. Ms. Ball began by explaining she doesn't have a lot of increases. She reviewed former employee Ms. Kitteredge has come in over the last few years to assist with the month end reporting. Ms. Ball has been trained on this reporting and is able to complete this. At this time Ms. Kitteredge has decided she is going to retire from assisting, but Ms. Ball would like to keep this line item to hire a per deim employee. This employee will be available to assist in the busy times when water and tax bills are due along with cover vacation and sick leave, not leaving one employee in the office. She also budgeted for a lease on a copy machine that will serve as a printer, copier and scanner which is needed, at this time the office is using the remainder of a lease on a copier the Assessors Department had but weren't using. The lease payment would be about \$130.00 per month. Ms. Ball reviewed her office houses the postage machine and her budget includes the line item for the lease payment of this equipment, at this time her postage is completed by the print vendor and other offices are using this machine more frequently than she does. She would like to see the management of the lease and the account be supervised by the Treasurer's office who use the machine frequently with the bi-weekly mailing. Selectman Iacobucci asked if the copier agreement includes the maintenance and supplies. Ms. Ball explained she will have to review that with the company. The board thanked Ms. Ball for the review.

### *Community & Economic Development*

Director Phil Duffy was before the board and explained he would like to continue the discussion from last year regarding his salary. Last year half of the salary was budgeted from the general fund rather than the administrative funding from the grant awards. At this time he would like 100% to be funded from the general fund. He explained he would also like to increase the amount in the consultant line item. The board thanked Mr. Duffy for the budget review.

## **Administrative Business**

### *Late Night Closing*

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of April 2015: Clinton Turn Verein, Crystal Café, Old Timer, Clinton Turn Verein, Liberty Tavern, Ringside Café, 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.

### *Town Hall Use*

Chairman Sargent reviewed the board has received applications for rental of the Fallon Memorial Auditorium:

06/15/15                              Grade 8 Recognition                      Ann Marie Sargent Principal

Selectman Iacobucci made a motion to approve use of the Fallon Auditorium of the town hall on June 15, 2015 for the 8<sup>th</sup> Grade Recognition. Selectman Connolly seconded the motion. The vote was unanimous.

### **Old & New Business**

#### Annual Town Meeting Warrant Schedule

Chairman Sargent reviewed the board should establish a timeline for accepting warrant articles for the Annual Town Meeting to be held on June 1, 2015. Selectman Connolly made a motion to open the town meeting warrant to accept warrant articles through April 29, 2015. Selectman Iacobucci seconded the motion. The vote was unanimous.

#### Adams Road Solar PILOT Agreement

Administrator Ward reviewed the Town Solicitor, Chairman of the Assessors and himself held a meeting with the representative of Seaboard Solar Holdings, LLC to discuss a PILOT agreement. The Solicitor was unable to attend tonight's meeting but has been working with the Assessors on this agreement. Selectman Iacobucci made a motion to table this approval until the next meeting when Solicitor Gibbons is available. Selectman LeBlanc seconded the motion. Under Discussion: The board asked if the agreement would require town meeting approval. Administrator Ward reviewed this can be reviewed at the next meeting with the Solicitor. 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.

Chairman Sargent announced the board will enter Executive Session under article 3 DPW Union Negotiation review and will not return to open meeting.

Selectman Iacobucci excused himself from the meeting.

Roll Call Vote: Selectman Connolly “aye”, Selectman Dziokonski ‘aye’, Selectman LeBlanc ‘aye’, Chairman Sargent “aye’

Executive Session Article 3 DPW Union Negotiations 8:15PM- 8:50PM

Selectman LeBlanc made a motion to adjourn at 8:50PM. Selectman Dziokonski seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero  
Administrative Assistant  
Clinton Board of Selectmen