

**Selectmen Meeting
Minutes
April 18, 2012**

Selectman Connolly, Selectman Sargent, Selectman LeBlanc, Selectman Dziokonski and Chairman Dickhaut were in attendance. Attendee was Town Administrator Ward. Chairman Dickhaut opened the meeting at 6:43PM.

FY13 Budget Review

Chairman Dickhaut opened the meeting and reminded the board the budget review will continue with Assessors, Police, Fire and DPW budgets. She asked Administrator Ward for an update on the conversion to gas for the building. Administrator Ward updated the board he contacted Superintendent McGown and asked him to research the conversion of the town hall along with the Clinton Home. Mr. McGown will invite a representative from National Grid to the Government Reorganization Committee meeting next week. Administrator Ward reviewed he spoke with the Superintendent of Schools regarding who explained the document the board viewed last night is a preliminary working draft, the budget will not be prepared for another 2 weeks. Chairman Dickhaut shared with the board at the last Government Reorganization Committee meeting Mr. McGown explained he researched the replacement of an above ground gas tank and received a price as low as \$20,000.00, he intended to get quotes. The board agreed that is going to be a cost savings for the town, all agreed any savings is a benefit to the town. Administrator Ward explained he had an opportunity to speak with Building Commissioner Zahariadis regarding the Conservation Agent. He informed the board Mr. Zahariadis explained he does not have the certification to conduct the conservation inspections. Most communities have a separate agent for this position. The board asked Administrator Ward to review the certification requirements and research if there is any prohibition regarding the Building Commissioner performing the duties of Conservation Agent. Chairman Dickhaut asked for follow up on the Fire Chief's request for roof at the station. Administrator Ward reviewed he will have to get the quotes from the Fire Chief he was informed he was researching quotes for a metal roof and a standard roof. Chairman Dickhaut reviewed the Government Reorganization Committee has also been working with the Financial Offices. Selectman Connolly explained the intention at town meeting is to request approval to make the positions of Assessor, Collector, and Treasurer appointed no longer elected. These are paid professional positions. The proposed change for the Assessor's office would be to have 3 positions, the Chief an Assistant and the 3rd elected would get a small salary. Chairman Dickhaut reviewed the third position would receive a stipend and be called on for sporadic duties like abatements. Selectman Sargent asked if this is legal. Chairman Dickhaut explained the committee has been working with the Town Solicitor. The committee also spoke with the 2 full time Assessors who are not opposed to the change. The board continued discussion on this proposed change reviewing all

of the management studies conducted along with the Charter Commission recommended this change. They are paid professional positions and should be appointed. Selectman Sargent stated he doesn't agree he supports keeping the positions elected. The board discussed these positions are important to the town they make up the financial department and it is important to have all of the offices connected at this time they are not. Selectman Sargent reviewed these are the peoples seats and should remain elected. The board agreed and stated the people will decide. The process for the proposed change requires a two step process town meeting approval and a ballot question on the election ballot. Selectman Connolly indicated it is not the intention to remove current employees; each employee has been informed of the proposed change. The proposed budget reflects the proposed concept of a Chief, a Deputy and the 3rd position as a stipend. Administrator Ward explained this can be changed at town meeting. Selectman Dziokonski reviewed the town cannot work have the town work more efficiently by doing the same thing. Selectman Connolly made a motion to accept the proposed concept for the Assessor Department and put together a budget to reflect the new concept. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Connolly explained the title to the positions will be finalized along with the set up of the staffing, which positions will be full time or part time will need to be finalized. Chairman Dickhaut agreed explaining the warrant article will change if the position is elected or appointed. The vote was 4/1 opposed Selectman Sargent. Chairman Dickhaut stated a proposed budget will be reviewed next Wednesday, along with the Clerk's budget and the Custodians. She asked Administrator Ward to have the information requested from the Accountant regarding the Council on Aging budget for review next Wednesday as well. The board agreed. The discussion continued with review of the Police Department budget requests. Chairman Dickhaut explained the budget includes the requests for the new computer along with the finger print machine in the new equipment line item. The board agreed to change the new equipment line item to \$74,000.00 to include the cost of a new cruiser. The board agreed to \$3500.00 for the building maintenance line item. Chairman Dickhaut reminded Administrator Ward the board is waiting on information regarding the vehicle maintenance bills. The board discussed the training expense for the department. Selectman Dziokonski made a motion to raise the line item to \$18,000.00 to include the expense for the mobile training unit to be used. Selectman LeBlanc seconded the motion. Under Discussion: Selectman LeBlanc reviewed the mobile unit will allow for the Chief to schedule certification of officers without using overtime. He shared a letter with the board showing the type of weapons used in certification program. Selectman Sargent explained he doesn't agree with renting a mobile unit for \$6000.00, the town should not spend the money when they have an outdoor area to use for training and certification, it is wrong to rent a mobile unit. Selectman LeBlanc explained it is the Selectmen's job to provide the Police with the training too, this will remove the political ramifications from the process. Using a mobile unit will remove the force from having to schedule training around the weather, the company offers all different types of training. Selectman Sargent stated he didn't feel the training would be the same as the outdoor training. Selectman Dziokonski explained this type of training is used by the United States Marine Corps. The vote was 3/2 opposed Selectmen Connolly & Sargent. The board discussed the line item used to pay the taxes on the Rifle Range property. The board asked for the word taxes to be included in the line. The board asked Administrator Ward to review with the Solicitor should tax or PILOT payments be made to other communities. The review continued with Fire

Department, the board discussed the new roof expense should be covered with a warrant article, and the need for a pickup truck for inspectional services. The board was made aware if the Chief is on vacation the new vehicle he uses is parked at his house and unavailable to the department. The board agreed if the Chief is away the Deputy Chief should have use of the vehicle. The board agreed a policy needs to be created regarding town of Clinton vehicles use. Administrator Ward explained he can get some information from other communities to compare what policy and use is followed. Chairman Dickhaut asked for Selectmen LeBlanc and Dziokonski to serve on the committee to create the Vehicle Use Policy and return to the board with some samples for review. The board agreed a ladder truck is needed and a warrant article should be used to cover the funding. Discussion continued with review of the overtime budget the board acknowledged historically this is short. Administrator Ward explained \$150,000.00 was budgeted but \$200,000 and \$210,000 is typically the amount used. The board asked for the percentage of injuries that occur to employees while working on the ambulance service. The board explained it would be good to review to see if there are preventative measures that can be improved upon. Discussion continued with review of the Department of Public Works budget, Administrator Ward reviewed there is a mistake in the Street Maintenance Line item he didn't enter the correct number. Chairman Dickhaut reviewed in the past the board had approved positions for the department and temporary employees were hired, the budget requests support of two temporary employees she would rather see permanent positions filled. The board agreed the positions should be advertised and hired, they asked for the Administrator to review. They also requested changes be made to create one line item for the Superintendent's and Clerk's salaries. The board supports a warrant article for the purchase of a new sander truck. The discussion continued regarding the school and the request made last year for a new roof on the Middle School building and new energy efficient windows. Selectman LeBlanc explained Superintendent Ingano had discussed these requests with him last year and he explained the process would require a bid process. Administrator Ward reviewed he had been attending the Alternate Energy Committee meetings, where it has been discussed.

Selectman LeBlanc made a motion at 8:53PM 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