

**Selectmen Meeting  
Minutes  
April 2, 2014**

Selectman Iacobucci, Selectman Sargent, Selectman LeBlanc, Selectman Dziokonski and Chairman Connolly were in attendance. Attendee was Town Administrator Ward.

Chairman Connolly opened the meeting at 6:00PM. He asked for a moment of silence for former Selectman Mr. John Bates.

**FY15 Departmental Budget Hearing**

*Town Hall Maintenance*

Building Custodian Michael Kanala was before the board to review the FY15 Budget request for the Maintenance Department. Mr. Kanala begins by reviewing the line items explaining they have remained the same, he would like to eliminate separate line items for the repairs and maintenance and create one line item. He reviewed a cost saving due to the boiler repairs and conversion to gas. He reviewed the Capitol Improvements that were completed in the building over the past two years and spoke of the needed improvements. He requested the line item remain funded. Selectman Dziokonski and LeBlanc serve on the committee and agreed there are future projects and updates needed. Selectman LeBlanc spoke of another heating zone being added so the auditorium can operate independently. Selectmen Iacobucci recommended researching an alternate heating source as well like solar panels. The board agreed. Chairman Connolly thanked Mr. Kanala for the information and discussion regarding the maintenance budget for the town hall.

*Council on Aging Budget*

Executive Director Tena Zapantis was before the board to review and discuss the FY15 Budget request for the Council on Aging Department. Ms. Zapantis began by stating the budget is straight forward, the largest part is the salaries, and there are three full time employees. She also receives assistance in running the center from volunteers of Catholic Charities and members of the Senior Tax Rebate Program. She explained she is able to sustain the level of programming with the same cost. She reviewed she estimated cost for the new building based on 9 months, it has been estimated it will ready by mid October. The board thanked Ms. Zapantis for the thorough budget explaining they agree it must have been a challenge to budget for a building she has no history on.

### *Building Department*

Building Commissioner Tony Zahariadis was before the board to review the FY15 Budget request. Mr. Zahariadis reviewed his budget is straight forward, most of the cost remain the same as last year, he has requested an increase of \$1200 to cover the expense of a new code book. He also reviewed the budget for the Electrical Inspector is level funded as well. He explained he shares the office and offices expenses with the Electrical Department. He reviewed if there are cuts made to the Building Department and the Electrical Inspector it would be a double cut to the office.

### *Bigelow Free Public Library*

Vice Chairman of the Trustees Ms. Gloria Parkinson was before the board to review the budget FY15 requests, she explained the Director intended to attend but had a family emergency. Ms. Parkinson explained she served as the interim Director from July until the new Director was appointed. The new Director has instituted a lot of changes, she has open the building to allow meeting space, tomorrow the library will host an all day job fair, she has added programming as well. There are two warrant articles the department is presenting. The first is to cover the expense of roof repairs; the back of the building has some leaking from the roof which needs to be addressed. At this time the Director is awaiting a cost estimate from a local contractor the estimate will include the addition of gutters. The second article will support the cost of the conversion of the heating system from oil to gas. They intend to have the cost estimate finalized for this project by the warrant deadline. She explained they are putting together a 20 year plan for the building and intend to apply for grants to help offset the costs. She began the budget review with the CWMARS membership cost. She explained at this time the town has an affiliate membership this membership will no longer be available. The cost for a full membership has been quoted at \$15,967.00, at this time the town is paying \$5,508.00. The full membership will add \$10,459.00 to the budget. It is her recommendation to create a line item for the membership of \$15,967.00 and reducing the Miscellaneous by the current year's membership of \$5,508.00. She reviewed the salaries include a 4% COLA increase. The HLP, this year has been depleted and a transfer request has been presented to the Finance Committee to cover the last oil bill. The amount needed will be dependent on the conversion that was previously presented. Chairman Connolly asked if the CWMARS membership cost will increase annually. Ms. Parkinson indicated there will be a percentage increase but she is unsure what governs the increase. Chairman Connolly explained he is concerned that the cost may double within a year. Ms. Parkinson reviewed the reason the number changed from the quote received last year was due to the circulation number decreasing, she doesn't foresee this number changing at this time is will be holding. Selectman Dziokonski reviewed the set up of the CWMARS reviewing they are a "qusia state agency". He explained he

endorses this request, this will be a benefit to the community he understands a lot of library users go out of town for this resource.

### *Fire Department*

Acting Fire Chief McLaughlin was before the board to review the FY15 budget request for the department. Chairman Connolly asked Acting Chief McLaughlin to highlight any major changes. Acting Chief McLaughlin explained the budget presented to the board was prepared by Chief Hart. He reviewed the Chief designed the budget to eliminate the full time Deputy Chief from the union and create 4 Captains. He has proposed to have a non union Deputy Chief as a management assistant. Administrator Ward reviewed this hasn't been discussed the Chief reviewed it with him but it is up for discussion. It was proposed at current time because the position is vacant. At this time the Deputy does some duties. This will have to be negotiated with the union, the board can determine if they would like to keep as management position or not. Chairman Connolly asked Acting Chief McLaughlin for budget development if the position should be funded as it has been in the past. Acting Chief McLaughlin indicated he would like to make the changes before presenting the budget to the Finance Committee. Chairman Connolly asked about the addition of another position to the department. Acting Chief McLaughlin agreed, he would like to put the Deputy position back in as it was and three Captains. Discussion continued and it was concluded the position will be returned along with 1 Captain and 2 Acting Captains. Acting Chief McLaughlin continued explaining a change he would like to implement would be eliminating the Call Fire Fighters, they really aren't used anymore. He will work with the Solicitor to see if this can be done he would like to spend the funding on training. He reviewed originally this was a volunteer position. He continued his review explaining fire calls are down and medical calls are up. Selectman Iacobucci asked what the percentage of calls are Ambulance calls. Acting Chief McLaughlin reviewed 70% of calls are ambulance calls. Chairman Connolly asked for a review of fire radio repairs. Acting Chief McLaughlin reviewed he has added in for 6 new portables, his plan is to add 6 new radios each year and in four years all of the radios will be new. He also has \$1500.00 budgeted for a new receiver. He reviewed there is a need for a new \$500,000 pumper truck and \$150,000 ambulance. He explained the pumper now is a 1995, the roads are tough on the trucks, and he would like to get back to a 10 year replacement rotation. He explained there are 3 eligible retirements within the next coming year. The board thanked Acting Chief McLaughlin for the review.

### *Community & Economic Development*

Community & Economic Development Director Philip Duffy was before the board to review the FY15 budget request for the department. He began the review with the request for a change in the personnel payroll; he requested funding for his salary. He

explained historically the grants were used to cover the salary, the model has changed and the financing is uncertain. He would like the salary to be funded through the general fund. Chairman Connolly reviewed this is not a new proposal it has been discussed in the past, the projection is to have it done in percentages until the time has come to take it over. Mr. Duffy explained more money will be used for the grant projects and the town will cover the administrative costs, including his salary. He explained he would like to consolidate the two line items within his budget and create one. The board thanked Mr. Duffy for discussion and review.

### **Review of Minutes**

The board received minutes from March 5, 2014 Selectmen's Meeting and Executive Session Fire Union Negotiations update, for review and approval. Selectman Sargent made a motion to approve minutes as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

### **Public Comment**

There was none.

### **Common Victuallers License Hearing – 9 Sterling Street**

Chairman Connolly opened the hearing inviting the applicant forward. Mr. Mituzael DeSouza was before the board. Chairman Connolly asked Mr. DeSouza to present a review of his request. Mr. DeSouza reviewed he is originally from Brasil, he arrived in 1987 and is an AUC graduate; he makes a specialty coconut treat from Brasil. He has been making them for friends and family for the past three years and has received a very positive response. He would like to manufacture this product as a wholesaler and sell to local markets. He will not be selling to the public; he will be a wholesaler. Chairman Connolly asked if the board had any questions. Selectman Iacobucci wished the best of luck with the new business, he supports business. Selectman Sargent asked about the parking at 9 Sterling Street, there isn't a lot available. Mr. DeSouza agreed explaining there is no public parking need just parking for his employees. Chairman Connolly opened the meeting for Public Comment. He asked for comments in favor, there were none. He opened the hearing for comments in opposition, there were none. Hearing closed. Selectman Iacobucci made a motion to grant the Common Victuallers License to Mituzael DeSouza d/b/a Coco-Nuts Deli Factory at 9 Sterling Street. Selectman Dziokonski seconded the motion. The vote was unanimous. The board wished Mr. DeSouza Best of Luck.

### **Goals & Objectives Discussion**

Chairman Connolly suggested the board table this discussion until the next meeting. The board agreed.

## **Administrative Business**

### Late Night Closings

Chairman Connolly reviewed the following establishments are requesting late night closings for Saturdays in the month of April 2014: Clinton Turn Verein, Crystal Café, Liberty Tavern, Old Timer, Polish American Veterans, Spruce Street Tavern, Ringside Café, & 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 LeBlanc seconded the motion. The vote was unanimous.

### One Day Liquor License Permit

The Discover Clinton submitted a One Day Liquor License application in conjunction with the Festival of Foods Event to be held at the Clinton Town Hall Fallon Auditorium on April 10, 2014. Selectman LeBlanc made a motion to approve the request as presented. Selectman Iacobucci seconded the request. Under Discussion: The board discussed they are happy to see this type of event returning to the town hall, and they are looking forward to attending. The vote was unanimous.

### Reserve Fund Transfer

Acting Fire Chief McLaughlin submitted a request for a reserve fund transfer in the amount of \$4,247.00 to cover the costs of repairs to the traffic signal that was knocked down during an accident. Chairman Connolly asked if the insured would be responsible for the damages. Administrator Ward explained the expense would be processed through the restitution fund creating a deficit and once the insurance claim is settled it would wipe out the deficit. He explained he isn't sure if it was a hit & run or an uninsured vehicle involved in the accident. Selectman LeBlanc made a motion to approve the transfer request from Acting Chief McLaughlin in the amount of \$4,247.00 to cover the needed repairs to the traffic light. Selectman Dziokonski seconded the motion. The vote is unanimous.

### Mosquito Control Ditch Maintenance

Central Massachusetts Mosquito Control Project has requested permission to provide ditch maintenance on property owned by the town on Wilson Street. Selectman LeBlanc made a motion to approve the request for Central Massachusetts Mosquito Control to provide ditch maintenance for property on Wilson Street. Selectman Iacobucci seconded the motion. The vote was unanimous.

### Eagle Scout Recognition

Chairman Connolly reviewed the board received an invitation from Eagle Court of Honor to recognize Shayne M. Bufton, II on April 27, 2014. Selectman Dziokonski made a motion to issue a proclamation to congratulate Shayne. Selectman Sargent seconded

the motion. Under Discussion: Selectman Iacobucci congratulated Shayne for his achievement. The vote was unanimous.

### Snow Removal Policy

Selectman Iacobucci stated he would like to see the board discuss and review a snow removal policy for the municipal parking lot and sidewalks. Chairman Connolly explained this is scheduled for the next meeting.

### *Committee Reports*

#### Cable Committee

Selectman Iacobucci explained the RFP for wiring was completed and deadline is set for May 16, 2014. This will include new hiring throughout the building, the Chamber room the Auditorium and the lower level conference room.

#### Abandoned Property Committee

Selectman Sargent explained the committee held a meeting with a representative of Montachusett Regional Planning Committee and the next meeting will be with a representative from the Attorney General's office.

#### Government Reorganization Committee

Chairman Connolly reviewed they are working with Solicitor on articles for town meeting. The board will review and have a chance to discuss once completed.

Chairman Connolly announced the board will be entering into Executive Session and will not return to an open Meeting.

Roll Call Vote: Selectman Dziokonski 'aye', Selectman LeBlanc 'aye', Selectman Sargent 'aye', Selectman Iacobucci "aye" Chairman Connolly "aye"

#### Executive Session Article 3 Fire & DPW Union Negotiations 7:35PM- 8:01PM

Selectman Sargent made a motion at 8:02PM to adjourn. Selectman LeBlanc seconded the motion. The vote was unanimous.

Meeting adjourned.

Respectfully submitted,

Joyce Corbosiero  
Administrative Assistant to the  
Clinton Board of Selectmen