

Selectmen Meeting
Minutes
April 26, 2017

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

Review of Minutes

The board received minutes from April 5, 2017 Selectmen's meeting for review and approval. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Public Comment

There was none.

Utility Pole Hearing- Pond View Drive

Chairman Iacobucci opened the hearing inviting the representative of National Grid forward. Mr. James Verney of National Grid was before the board. Mr. Verney is the engineer for this job. He explained the pole is the first mid span pole, its purpose is to connect three new homes. Chairman Iacobucci opened the hearing for Public Comment in favor of the pole installation, there was none. He asked for Public Comment in opposition of the pole installation, there was none. He closed the hearing. Selectman Sargent made a motion to approve the installation of the pole as presented. Selectman Connolly seconded the motion. Under Discussion: Selectman LeBlanc reviewed he planned to abstain from the vote he lives on Pond View Drive and has been advised on ethics matters to abstain from any business involving the street. The vote was 4/0/1 Abstention Selectman LeBlanc.

Utility Pole Hearing- Greeley Street

Chairman Iacobucci opened the hearing inviting the representative of National Grid forward. Mr. James Verney of National Grid was before the board. Mr. Verney is the engineer for this job also. He explained the pole is going to replace a tree guide for a pole located on Dewey Street, the installation and anchor of the pole will be on Dewey Street. Chairman Iacobucci opened the hearing for Public Comment in favor of the pole installation, there was none. He asked for Public Comment in opposition of the pole installation, there was none. He closed the hearing. Selectman Sargent made a motion to approve the installation of the pole as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Fiscal Year 2018 Budget Hearings

Building Inspector

Building Inspector Tony Zahariadis was before the board to review the departmental budget request. Mr. Zahariadis reviewed his request is standard to the budgets in the past, he would request to add to the miscellaneous expenses funding to purchase a large scanner. He explained there is a need to have the scanner to save the files and plans submitted to the department electronically. At this item, the department is at it's maximum with files. This would be good for use by many departments in the building including the DPW. Chairman Iacobucci asked what a cost estimate would be to purchase that. Mr. Zahariadis estimated it would cost a few thousand dollars. Chairman Iacobucci asked if the department charges for reproduction of files. Mr. Zahariadis explained at times they do because they have to outsource the request. He explained other communities do charge he can inquire about a fee schedule and get the information for the boards review. The board agreed this would be a good purchase. The board thanked Mr. Zahariadis.

Town Clerk

Ms. Holly Sargent was before the board to review the departmental budget request. Ms. Sargent explained the budget remains the same as last year, a little less because there a fewer elections. The board thanked Ms. Sargent and Congratulated her on being elected Town Clerk, they complimented her on a seamless transition for the office.

Parks & Recreation Department

Chairman of the Parks & Recreation Commission Ed Verrier and Commission Member Carly Ciaretta with Director Emily Easterling were before the board to present the departmental budget. Ms. Easterling began by thanking the board for the continued support to the department as it continues to grow with new programming and recreation events for the community. The biggest change in the budget request from last year is the addition of an Administrative Assistant, she had budgeted for a 20 to 25-hour position to cover the office when she and the Assistant Director are unavailable. The Finance Committee recommended changing the hours to 19 which would not require this to be a benefit eligible position. She reviewed she hasn't made any changes is still waiting on the Salary Survey results being conducted by the Personnel Board. She reviewed the recreation wages due vary, and she would like the administrative position to be supported now through November to cover her maternity leave. She would like to reallocate the \$5000.00 from the override funding to the park wages, from recreational wages she has had a surplus of funding in the recreation wages for the last two years. She reviewed in the building maintenance line item they plan to redo the floors, improve the parking lot to make the parking safer and update the electric including needed repairs and maintenance. She reviewed the department submitted one warrant article, it is funding

to purchase a new truck. The current truck is 15 years old and doesn't have four-wheel drive. The new truck they are researching will have the capability to plow the parking area at the building and help with clearing at park locations. The total cost is \$40,000.00 the department has \$10,000.00 budgeted and the article will approve the additional \$30,000.00. Chairman Iacobucci asked if you had a wish list what is the first priority for the department. Ms. Easterling reviewed her first priority is the Administrative Assistant. Chairman Iacobucci asked if the 19 hours will cover the maternity leave for you. Ms. Easterling explained yes it will and the Assistant takes over at the Director salary for the time period. Selectman Dziokonski asked for clarification on the \$5500.00 in park wages from the override funding, you chose to move from one line to another. Ms. Easterling explained yes, she doesn't need the funding in the line it is in. The board thanked Ms. Easterling and the Park & Recreation Commission members.

Board of Assessors

Mr. David Baird Chief Assessor was before the board to present the departmental budget. Mr. Baird explained he would be willing to participate in selecting the scanner to be purchased by the Building Department for the permitting office. He also explained this machine will require maintenance so there should also be a revolving fund to maintain it. He reviewed there are two changes in the departmental budget there is an increase to the software maintenance of \$856.00 and this is the third year of the reevaluation he has received a quote of \$39,700 for cost. There were no questions by the board, they thanked him for his review.

Town Hall Building Manager

Town Hall Building Manager Michael Kanala was before the board regarding the budget for the town hall. He explained it is the same as the year prior. The Capital Improvements line item has been earmarked for the cost of a structural engineer to review the front stairs. At this time it has gone out to bid and there were 16 applications according to Town Administrator Ward. It is his understanding any project over \$50,000.00 is overseen by the Building Committee. Discussion continued regarding this project and the expense it will be, the board felt this funding may possibly require town meeting approval with a town meeting article. The board thanked Mr. Kanala.

Town Treasurer

Town Treasurer Mr. John Kittredge was before the board with updated budget information he distributed to the board. He reviewed there are some extra payroll costs regarding the processing of payroll and updates to the debt schedule. There are some serious increases to borrow funding for the approved town meeting articles. There is also significant increase in healthcare costs. The board thanked Mr. Kittredge for the updated information.

Town Accountant

Town Accountant Ms. Diane Magliozzi was before the board to present the departmental budget. Ms. Magliozzi explained there is very little change in the budget from the previous year. She has an increase in the software training cost to support a change with that and a \$400.00 request to support a cost increase in the training line item for the department. Administrator Ward explained the financial departments have been meeting and plan to review new software that will allow the departments to consolidate and be much more efficient. He doesn't have a cost yet but the plan is to review a few companies and agree on the best fit.

2017 Livery License Renewal

The Taxi/Livery Ride has submitted paperwork for renewal of the existing Livery License for 2017. Selectman Sargent made a motion to approve the Livery License Renewal as submitted by Jacqueline Baldassarre d/b/a The Taxi Livery Ride. Selectman Connolly seconded the motion. The vote was unanimous.

Administrative Business

Fire Chief Monthly Report

Fire Chief McLaughlin submitted a monthly report relative to the operations of the department for the month of March 2017 for the Selectmen's review and approval. Selectman LeBlanc made a motion to approve the report as presented. Selectman Connolly seconded the motion. The vote is unanimous.

Town hall Use Request

Chairman Iacobucci reviewed the board has received use request from Clinton Middle School Principal Ann Marie Sargent for approval of use the Fallon Auditorium to host the Clinton Middle School 8th Grade Recognition on Thursday, June 15, 2017. Selectman Sargent made a motion to approve the request as submitted. Selectman LeBlanc seconded the motion. The vote was unanimous.

Old & New Business

Street Closings for Movie Filming

Administrator Ward reviewed with the board Paramount Pictures will be in Clinton on May 2nd & 3rd filming at the Old Timers Restaurant. The request is to utilize the parking on Church and School Street for set up and production crew vehicles. They are working with the Police Department to have details help provide safety for those crossing the streets. Selectman Sargent made a motion to approve the request as presented. Selectman Connolly seconded the motion. The vote was unanimous.

Clinton Turn Verein 150th Anniversary

Chairman Iacobucci reviewed the Selectmen have been asked to provide a proclamation commemorating the 150th Anniversary of Clinton Turn Verein that will be celebrated at a party to be held on May 20, 2017. Selectman Sargent made a motion to provide a proclamation to Clinton Turn Verein as requested. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Sargent reviewed he received an invitation for each Selectmen to attend the Anniversary celebration on May 20, 2017. The vote was unanimous.

Rauscher Farm Forestry Management Plan

Administrator Ward explained The Rauscher Farm Management Committee and Conservation Commission have secured a grant to conduct a forestry stewardship plan for Rauscher Farm property. The plan needs review and acceptance by the board. Selectman Dziokonski made a motion to approve the plan as requested. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Dziokonski explained there would be no cost to the town, DCR will cover \$1646.00 and \$140.00 will be covered by Rauscher Farm Committee. The vote was unanimous.

School Department End of the Year Cost Allocation Agreement

Administrator Ward reviewed this was presented to the board at the prior meeting, the question regarding the impact of post employee benefits he reviewed with Jay Sullivan. He explained these payments are not eligible and are a direct expense that year. Selectman Connolly made a motion to approve the agreement as presented. Selectman Dziokonski seconded the motion. The vote was unanimous.

Ciesluk Open Space Conservation Restriction

Administrator Ward reviewed the restriction was reviewed by the Conservation Commission and signed. Ms. Ashley Davies of Sudbury Valley Trust and Community & Economic Development Director were before the board. Ms. Davies explained there are no changes in restrictions since the boards last review, this is the final form of the restriction, she asked for the board's approval and signature to proceed with the process. She explained the closing of the land is next week. Selectman Dziokonski made a motion to approve the Conservation Restriction as presented. Selectman LeBlanc seconded the motion. Under Discussion: Chairman Iacobucci reviewed this will be a great asset to the town, he knows the Sudbury Valley Trust will complete the trail work and the maintain the property. The vote was unanimous. Ms. Davies also presented the board with the land management plan. Selectman Dziokonski made a motion to approve the land management plan as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Massachusetts Probation Training Center

Administrator Ward explained the Massachusetts Trial Court has been operating the Probation Training Center for several years in town, recently the state has put out a request for proposals to relocate this facility to a place with more parking. Chairman Iacobucci reviewed this is great for the town and he would like to see this department stay. Selectman Sargent made a motion to have the Town Administrator write a letter requesting the center remain in Clinton, it would be devastating to the local economy if they were to leave. Selectman Connolly seconded the motion. Under Discussion: Selectman Dziokonski also wanted the letter sent to State Representative Naughton and Senators Flannigan and Chandler to support Clinton in keeping the facility. The vote was unanimous.

Non-Union Salary Study Update

Chairman Iacobucci explained the final draft has been submitted and approved by the Personnel board and they have forwarded it on to the board of Selectmen for approval of the expenditures. Selectman Connolly made a motion to have the Town Administrator & Town Accountant implement the recommendations of the non-union salary study as presented. Selectman Sargent seconded the motion. The vote was unanimous. Chairman Iacobucci thanked Selectman Connolly & Selectman Sargent along with Administrator Ward for all of their work on this.

Committee Reports

Downtown Lighting Committee

Selectmen Dziokonski explained the committee met recently for review and discussion. One proposal is to engage the merchants in purchasing window lighting to help illuminate the store front area at night. The consultant has a kit available for a small amount of funding. Community & Economic Development Director Mr. Duffy explained the lighting kit will cost approximately \$300.00 per store front with about \$9.00 per year to run, there would be no cost to the tax payers. There was also discussion on the retro fit of LED lighting on some existing street light fixtures as a test to see if the LED is acceptable. Selectman Dziokonski explained Administrator Ward brought information regarding a grant program to convert the lighting to LED. The state is offering grant funding and you would receive credits from National Grid for the conversion. There is an estimated cost savings of \$45,000 annually to use LED bulbs. The next meeting is scheduled for May 3, 2017 with the consultant who will have more information on the street light replacement.

FY18 Budget Subcommittee

Selectmen Connolly reviewed the budget subcommittee has an upcoming meeting scheduled are there any specific items the board would like him to advocate for funding

support. Selectman LeBlanc explained he would support the funding to support the community events as discussed. Selectman Connolly agreed explaining he would also be working on the reorganization of the Treasurer and Collector department incorporating the budgets as one department. He also supports funding in the stabilization fund.

Selectman Sargent thanked the person who left the graduation gift for him, he was surprised to find the gift when he arrived for the meeting. Selectman Connolly congratulated Selectman Sargent on his pending graduation. The board agreed.

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

Meeting Adjourned,

Joyce A. Corbosiero
Administrative Assistant
Clinton Board of Selectmen

