

**Selectmen Meeting
Minutes
April 3, 2013**

Chairman Dzikonski opened the meeting at 6:00PM. Selectman LeBlanc, Selectman Sargent, Selectman Connolly, Selectman Dickhaut and Chairman Dziokonski were present. The meeting began with budget review. Chairman Dzikonski opened the discussion with the Park & Recreation Department.

Parks & Recreation Budget Review & Discussion

Parks & Recreation Director Jessica Brodie, Chairman of Parks & Recreation Commission Ed Verrier and Commission member Yoanna Osborne were before the board. Chairman Dziokonski explained the board has received the departmental budget submitted. Ms. Brodie explained there is an increase from last year of \$51,012.10. She reviewed she had outlined exactly where she spent the funding and a comparison to last year's spending. She reviewed she conducted a salary survey with surrounding communities and took the average and entered that figure as the budgeted amount for FY14 salaries. She reviewed here is a need to double the staffing for the park department. She explained with additional staff the department could help maintain the Police Department and the future Clinton Senior Center. She would like to see 2 additional workers from April 1 through November 1. Ms. Osborne explained to the board the park manager is well deserving of the Increase budgeted, the commission unanimously supported this increase, and it is long overdue. She reviewed she included a Capitol Equipment line in the budget stating she hoped to purchase a multi seasonal tracker that could be used all year for mowing and then plowing in the winter. Selectman Dickhaut asked about the painting completed to the fountain in Central Park. Ms. Brodie explained the fountain is in need of a lot of repairs, she is prioritizing the repairs needed. At this time there is a need for a new pump to get the fountain working at this time only half of it runs. The ultimate goal is to repair and get 100% operational. Selectman Dickhaut asked for follow up to be sent on the money spent in painting the fountain last year. Selectman Connolly complimented Ms. Brodie on a very thorough explanation of the funding requests, he explained he understands the salary requests but this needs to be done town wide. He explained the Personnel Board, Selectmen and Finance Committee need to work together and collaborate on improving this. He stated there are slot of long term town employees that have gone without, the town will have to address this at one time. Selectman LeBlanc explained there was an article presented on last year's town meeting warrant that didn't pass; this should be an article again. The board agreed. Chairman Dziokonski asked for Ms. Brodie to update the board on upcoming events. Ms. Brodie explained a Summer Concert series will begin in July along with a town wide yard sale in June, and the basket ball court project is set

to begin, the fundraising campaign has been successful and raised \$2500.00 towards the additional needed \$8000.00, to complete the project. She thanked the board and asked how she receives follow up on the budget from here. Selectman Dickhaut stated the board would invite the Park & Recreational Department back in for further review and discussion.

Building Commissioner

Chairman Dziokonski invited Building Commissioner Tony Zahariadis to review the departmental budget requests submitted for FY14. Mr. Zahariadis reviewed he submitted a 0% increase budget. The only changes made were in the Miscellaneous, he has requested a \$600.00 increase to accommodate the rise in costs for supplies for the department. Selectman Connolly asked about the Permitting Clerks salary. Mr. Zahariadis explained the clerk is having some personal issues where she is unable to come to work on time, so she has been using her vacation and personnel leave to cover the hours. The change reflects the hours she is unavailable to work so she can preserve her vacation and personnel time to use for time off. Chairman Dziokonski Reviewed it is a level funded budget. The board thanked Mr. Zahariadis for the budget review.

Bigelow Public Library

Chairman Dziokonski invited the representative of the Bigelow Public Library for budget review the departmental budget requests submitted for FY14. Library Director Erin Klemm and Library Board Trustee Gloria Parkinson were before the board. Ms. Parkinson introduced Ms. Klemm explaining she became the new Library Director on January 7, 2013. Ms. Klemm reviewed she prepared the budget submitted and there is a 3.5 % increase over the FY13 operating budget. She explained the increase was in the salaries employees haven't received a pay increase in 4 years, this was absorbed through the lower salaries for the new director and custodian. She spoke of the increase in the Heat, Light & Power. Selectman Dickhaut asked if the building should be converted to gas. Ms. Parkinson reviewed up until last year there was no accessible line to attach to. Since the town hall conversion there is a line but recently the library had updated the furnace and it isn't compatible to gas. She reviewed the library is in need of a lot of updates and repairs. Ms. Klemm reviewed she included a 5% increase in the technology budget; the computers in the lab are 10 years old and used a lot. She explained she had researched joining a smaller network due to the fact he CW/MARS would cost \$34,000 to join. She has found an alternative for \$5500. She hoped to be able to work with CW/MARS on staying with the network, until now they have had an affiliate membership but she was unable to work out an affordable fee. She shared the cost is based upon the number of residents. So a community like Lancaster with under

10,000 residents has a membership for \$4,000 to \$6,000. The network is very useful and allows residents to order books from home with eBooks and provides more programming and services. The board asked if this was a state agency. Ms. Parkinson explained it is a quasi state agency. The board thanked Ms. Klemm and Library Board Trustees.

Recess

Selectman Dickhaut made a motion to take a 5 minute recess at 7:10PM. Selectman LeBlanc seconded the motion. The vote was unanimous.

Meeting opened at 7:15PM. All board members present Attendees were Town Administrator Ward and Town Solicitor Gibbons.

Review of Minutes

The board received minutes from March 20, 2013 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.

Common Victuallers License Hearing – 1175 Main Street

Chairman Dziokonski invited applicants forward. Mr. Thuam Pham was before the board. Chairman Dziokonski asked for a business plan. Mr. Pham explained to the board the business will serve healthy nonfat frozen yogurt desserts and smoothies made with fresh fruit. Chairman Dziokonski asked if the board had any questions. There were none. Chairman Dziokonski opened the public hearing for public comment, in favor of the business, there was none. In opposition of the business, there was none. Selectman LeBlanc made a motion to approve a Common Victuallers License to Thaum Phan d/b/a Chill Dessert Bar. Selectman Dickhaut seconded the motion. The vote was unanimous.

Motion to Continue out of Agenda Order

Selectman LeBlanc made a motion to continue out of Agenda Order with DPW Superintendent Chris McGown discussion. Selectman Dickhaut seconded the motion. The vote was unanimous.

Superintendent of Public Works Christopher McGown

Chairman Dziokonski invited Superintendent McGown before the board for discussion and review of departmental issues.

Bulldozer Purchase

Superintendent McGown explained the DPW solicited sealed bids for the purchase of a CAT D6K2LGP bulldozer for the Landfill Capping Project. He reviewed the bids, his recommendation to award the contract to Milton Cat for the purchase of the Caterpillar D6K2LGP in the amount of \$170,550.00. Selectman Dickhaut made a motion to award the contract for the purchase of a bulldozer to Milton Cat. Selectman Sargent seconded the motion. Under Discussion: Selectman LeBlanc asked if this equipment will be used for the landfill project. Mr. McGown explained yes and it will be sold after the project is completed. Chairman Dziokonski explained the payment will be made in five installments. Mr. McGown explained yes, the cost will be spread out and budgeted over five years. The vote was unanimous.

2013 Chapter 90 Road Paving Schedule

Superintendent McGown explained to the board he has some project he would like to complete with the funding, he had \$98,000.00 left over from last year and anticipates about \$300,000.00 in funding this year. He reviewed there is a need to repair the curbing on Church Street around Central Park; he would like to add granite curbing to alleviate the issue. Another project is to repair the drainage issue on Barrett Street; he would like to add a drainage pipe underneath the gas facility, which will cost approximately \$40,000.00. The last project is to replace the guard rail and fencing around town, which would cost about \$60,000.00. There are needed repairs on Cameron Street, Green Street, Berlin Street, Worcester Street, and Pine Street. Selectmen Dickhaut made a motion to approve the projects as presented, repairs to Church Street parking, Barrett Street drainage and the guard rails throughout town as presented. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Sargent asked if the street paving will be discussed at a future meeting. Superintendent McGown and the board agreed the street paving will be discussed at a future meeting. The vote was unanimous.

Landfill Tipping Fees

Superintendent McGown stated he would like to discuss with the board a process for setting the tipping fees for the Landfill Capping Project. He explained Administrator Ward and Attorney Gibbons are checking in with the Attorney General's office on the proper process for the town bringing material in versus a contractor bringing in material.

Landfill Capping Project Subcommittee

Chairman Dziokonski explained he would like to discuss forming a subcommittee to oversee the landfill project. He reviewed it is a huge project with technical difficulty he would like to discuss the possibility of a subcommittee to oversee the project. He asked if a committee consisting of people with expertise, a Finance Committee member and a

selectman would be helpful. Selectman Connolly explained he has served on a lot of subcommittees which have served as a value, but this project would not require the intense scrutiny. He expressed it is important for the project to remain as is under the direction of the board. Selectman LeBlanc explained he agrees with Selectman Connolly, the Superintendent and the Town Administrator are the experts overseeing the project and the lines of communication are open with the board. Mr. McGown stated he is open to either way a committee or reporting to the board in the monthly reports. The board agreed to leave the operations as is.

Administrative Business

Police Department Monthly Report

Police Chief Laverdure submitted a monthly report relative to the operations of his department for the month of February 2013 for the Selectmen's review and approval. Selectman Sargent made a motion to accept the report as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

Reserve Fund Transfer Veterans

Veterans Service Officer Coppentrath is requesting reserve fund transfer from the Reserve Fund in the amount of \$70,000.00 to cover the cost of Chapter 115 veteran benefits. Administrator Ward explained this was mentioned at the budget hearing with the Veterans agent. Selectman Dickhaut made a motion to approve a \$70,000.00 transfer or an amount that is available from the Finance Committee to cover the expense. Selectman LeBlanc seconded the motion. The vote was unanimous.

Old & New Business

Town Meeting Warrant Schedule

Chairman Dziokonski explained the board has to set a timeframe to accept warrant articles for Annual Town Meeting. Administrator Ward reviewed some departments have submitted warrant article with the budgets, but the board should establish a deadline. He will post the information on the local cable station and on the town website. Selectman Dickhaut made a motion to close the warrant as of April 30, 2013. Selectman Connolly seconded the motion. The vote was unanimous.

Central Massachusetts Mosquito Control

Chairman Dziokonski reviewed the board received notice informing all of the member communities the funding for the upcoming fiscal year will increase; the amount for the town will be \$506.00. Selectman Dickhaut made a motion to approve the increase. Selectman Connolly seconded the motion. Under Discussion: The board asked Administrator Ward to research the schedule of spraying to be done in the community. The vote was unanimous.

Town Administrator Ethics Disclosure

Town Administrator Ward informed the board the Massachusetts Human Resources Department just released the written test scores for candidates that took the police lieutenant promotional exam. He reviewed the next step in the process is for the candidates to move to an oral interview panel overseen by the Civil Service Commission. The two scores will be combined to determine the ranking of the candidates for appointment. He explained one candidate that passed the written exam is his cousin; therefore he made the public disclosure to the board as required pursuant to MGL Chapter 268A, Section 23. Administrator Ward informed the board they have the ability to decide whether they want him to continue to be involved in the hiring for this promotion based on this information. Selectman Dickhaut made a motion to approve Town Administrator Ward continue in the process of the promotion of the police lieutenant, she stated she is confident in his participation. Selectman Sargent seconded the motion. Under Discussion: The board agreed Town Administrator Ward has the capability to ethically make the decisions needed. The vote was unanimous. Administrator Ward thanked the board for their support.

Town Hall Veterans Memorial Renovation

Administrator Ward reviewed the renovations subcommittee had recently met with a representative of Regonini Memorials to review the proposed donation for restoration of the Veterans Memorial. Selectman Connolly explained the subcommittee met concluded the restoration is needed to restore the name plaques add on additional plaques for the single added names and clean and restore the granite to the monument and the flag pole. The committee agrees it is the town's responsibility to maintain the monument and funding is available to do, they would like to thank the donor for the generous offer but it is the recommendation of the subcommittee for the town to fund this restoration. Selectman Dickhaut made a motion to use the town funding to restore the Veterans Memorial, instead of accepting the donation. Selectman Sargent seconded the motion. Under Discussion: The board thanked the donor for the generous offer; they appreciate the gesture and mean no disrespect. The vote was unanimous.

State Representative Harold P. Naughton, Jr.

The board welcomed State Representative Harold Naughton, Jr. Representative Naughton apologized for being late explaining he was in session at the state house. He reviewed with the board he wanted to follow up on the local aid figures and receive some feedback on the Transportation proposal. The Governor has proposed a 2 billion dollar increase to fund transportation and education restructuring. He reviewed the house ill complete their budget by April 10th. There is discussion of a 3 cent increase to gas tax, and an increase to cigarette tax. He cautioned the board to be conservative in

budgeting. The board thanked Representative Naughton for all of the support he shows the community in securing the MWRA funding. Discussion continued regarding the funding mandates for education and school choice programs explaining town is challenged on how to fund them. They discussed the increase to the gas tax to support the MBTA wouldn't really affect the town due to the fact there is no public transportation offered. The board had concerns stating the increase would far exceed the benefits received by the town. Chairman Dziokonski reviewed the CW/MARS membership assessment and funding needed to participate. He asked for Representative Naughton to research the assessment process and the cost differential for community memberships. Representative Naughton explained he will contact the agency that oversees this and return more information to the board regarding the membership fees. The board thanked Representative Naughton for the information. Representative Naughton thanked the board.

Committee Reports

Town Hall Renovations Committee

Selectman Dickhaut explained the renovations committee also reviewed need repairs to the roofing at the last meeting. She reviewed the middle part of the buildings roofing is leaking and in need of some repairs. Selectman Connolly explained the roof is lacking and there are flashing issues that have been unattended to that have caused some leaking and possible damage to the roof. It is the recommendation of the committee to approve the funding from the renovations funding for the repairs, so the committee can move forward and allow for the repairs to be completed. Selectman Dickhaut made a motion to approve the work be completed to the roof of the town hall using the balance of the \$100,000.00 of funding approved for building renovations. Selectman LeBlanc seconded the motion. The vote was unanimous.

Public Comment

Clinton High School FIRST Program

Clinton High School students Brian Erkin, Kevin Wright and John members of the Gael Force First robotics team were before the board. The students updated the board that they won at the Boston Competition and received the Chairman's Award. They will move on to compete in St. Louis, they are ranked 4th out of 3000 teams. Chairman Dziokonski congratulated the members of Gael Force one along with the team for a great win. He explained the board and community are proud of the hard work the team has shown. Mr. Erkin explained the competition will begin on Wednesday April 25th and continue through Saturday. He shared the competition status can be followed online. The board congratulated the students and wished them good luck in the upcoming competition.

Chairman Dziokonski announced the Open Space and Recreation Committee is hosting a Public Hearing on open space May 6, 2013 @ 7:00PM in the Chamber Room and on Saturday April 6, 2013 there is a fund raising event being held at Turners Hall themed 'Rock Around the Clock" all are welcome and encouraged to attend. He explained the board will be entering into Executive Sessions and will not return to open meeting.

Selectman Dickhaut made a motion to enter into Executive Session under article 3, at 9:00PM for discussion on Union Negotiations update. Selectman Sargent seconded the motion. Roll Call Vote: Selectman Sargent "aye", Selectman LeBlanc "aye", Selectman Connolly 'aye', Selectman Dickhaut 'aye" and Chairman Dziokonski "aye".

Executive Session Article 3 Tax Increment Financing Proposal 9:05PM-9:31PM

Selectman Connolly made a motion at 9:31PM 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