

**Selectmen Meeting
Minutes
May 29, 2012**

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

Public Informational Hearing Landfill Recapping Project

Superintendent of Public Works Christopher McGown was before the board with Don Podsen of Brown & Caldwell. Chairman Dickhaut asked for a brief explanation of the two warrant articles pertaining to the landfill on the upcoming town meeting warrant. Mr. McGown gave a brief explanation of the DEP consent order issued because the landfill is in non compliance. He reviewed there has been ongoing testing and analysis of the area and review by the DEP. Recently the DEP approved a new cap to the landfill as a resolution. Mr. McGown explained a new Administrative Order will supersede the prior order, the pump & treat system will no longer be required. Discussion continued with an overview of the work that will be completed. Mr. McGown explained there will be two articles on the town meeting warrant regarding the project. One is to approve \$200,000.00 in funding to cover the purchase of equipment needed. The second article is the approval of a revolving account to be used as a funding source for the project; a Financial Assurance Mechanism is a requirement of the DEP order. He reviewed with the board depending on the amount of soil brought in per day will determine the length of the project. If it is between 1000 to 1500 ton per day the project will take approximately 8 years. Chairman Dickhaut opened the hearing for Public Comment. Mr. John Martin of 28 Orange Street asked when the cap is completed what will be the following actions? Superintendent McGown explained the DEP will require the groundwater monitoring for 30 years plus the cap will have to be maintained by mowing along with the review to make sure everything is draining correctly. Ms. Diane Paridis of Beech Point Road in Lancaster was before the board, she asked if the pond sediment will be removed first. Superintendent McGown explained it will require several permits at least one year is needed to get permits and then it will go out to bid in year 2 or 3. He reviewed there will be active work for at least one year on the landfill before the pond will be dredged. The board thanked Superintendent McGown and Mr. Podsen for all of the information regarding the upcoming project. Selectman LeBlanc made a motion to close the public hearing. Selectman Dziokonski seconded the motion. The vote was unanimous.

Review of Minutes

The board received minutes from the April 25, 2012, May 1, 2012, and May 2, 2012 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. Approval of May 8, 2012 Selectmen Meeting Minutes. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Police Lieutenant Appointment Process- Police Chief Laverdure

Police Chief Laverdure was before the board to review the Police Lieutenant Appointment Process. He reviewed he had been working with Administrator Ward; the promotional examination is scheduled for October. The deadline is approaching to apply to fill the vacancy of Lieutenant Casasanto. He explained it has been 22 years since the last appointment and there are different options for the board to choose from. The old process is a written exam with an interview of the top three candidates, now there are several options available. One option is to use an assessment center where an outside panel would conduct an interview with a representative from Civil Service Commission. The assessment interview is combined with the written exam score; the town must make a request to the Human Resource Division in order to use the assessment center as an evaluation tool along with the test score. Police Chief Laverdure explained most communities are using assessment centers. The board should determine if they would like to use the old process or the process including the assessment center evaluation. Chairman Dickhaut explained the Administrator will be doing the appointment. Administrator Ward explained he has been working with the Chief and agrees with the explanation he has given of the appointment process, he would appreciate some direction on the appointment process from the board. Many communities are using assessment centers. Selectman Sargent made a motion to use an assessment center combined with the written test scores as the appointment process for the Lieutenants position. Selectman Connolly seconded the motion. Under Discussion: Administrator Ward explained there are different scenarios of how the ranking is tabulated as to what percentage each will represent, there is a graph to follow. Chairman Dickhaut stated the decision will be defaulted to the Chief and the Administrator to determine the scenario used, she asked if the test will be for the Sergeants only. Chief Laverdure explained the Police Lieutenant position can be limited to the next rank down if there are four candidates who have over one year job experience. By this October the department doesn't meet this requirement therefore it will be opened to the entire department. Selectman Dziokonski asked if this will be open state wide. Chief Laverdure explained no this will be in house only. Selectman Dziokonski explained he is in favor of that. Selectman Dziokonski asked who does the

assessment center testing. Chief Laverdure explained there are firms that conduct the assessment center; they are trained to follow the civil service process. The top three candidates are considered for promotion. Chief Laverdure explained there are enough talented people within the department and it is good for moral. Administrator Ward explained some communities do go statewide. Chief Laverdure explained few communities do not go statewide; some are not part of the civil service hiring process. He explained the process can be frustrating at times, he was frustrated at the last hiring process with civil service, and other communities without civil service have a quick hiring process. The vote was unanimous.

CBDG Administrative Item Community & Economic Development Phil Duffy

Community & Economic Development Director Phil Duffy was before the board to request approval of the Engineer Contract for the Grove Street Water Line Project and an Interagency Agreement with Montachusett Regional Planning Authority to provide Housing Rehabilitation Specialist services. He explained he would like the Town Solicitor to review the contracts. Selectman Connolly made a motion to approve the contracts subject to Town Solicitors review. Selectman Sargent seconded the motion. The vote was unanimous.

Administrative Business

Late Night Closings June 2012

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of June 2012: Clem's Liberty Tavern, Clinton Turn Verein, Crystal Café, Old Timer, Ringside Café, The Simple Man Saloon & Sevi's. Selectman LeBlanc made a motion to approve the requests as presented with the Police Chiefs review and approval. Selectman Connolly seconded the motion. The vote was unanimous.

Fire Chief Monthly Report

Fire Chief submitted a monthly report relative to the operations of his department for the month of April 2012 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Connolly seconded the motion. Under Discussion: The board agreed the report was very informative. The vote was unanimous.

Police Chief Monthly Report

Police Chief submitted a monthly report relative to the operations of his department for the month of April 2012 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Connolly seconded the motion. The vote was unanimous.

One Day Liquor License Permit

Town Administrator Ward reviewed the Republican Woman's Club of Worcester County is requesting a one-day liquor license in conjunction with their "Lincoln Reception" fundraiser event on 05/31/12 to be held at the Museum of the Russian Icon. Selectman LeBlanc made a motion to approve the request as presented. Selectman Dziokonski seconded the motion. The vote is unanimous.

One Day Liquor License Permit

Town Administrator Ward reviewed Clinton Turn Verein is requesting a one-day liquor license in conjunction with an outdoor graduation party to be on 06/09/12 to be held at the outdoor pavilion. Selectman LeBlanc made a motion to approve the request as presented. Selectman Dziokonski seconded the motion. The vote is unanimous.

One Day Liquor License Permit

Town Administrator Ward reviewed the LAOH is requesting a one-day liquor license Irish Comedy Night on 03/2/13 to be held at the Fallon Auditorium of Clinton Town Hall. Selectman LeBlanc made a motion to approve the request as presented. Selectman Dziokonski seconded the motion. The vote is unanimous.

Town Hall Use Clinton Middle School

Administrator Ward explained the board received a request letter for approval of use of the Fallon Memorial Auditorium to host the 2012 Clinton Middle School Grade 8 Recognition on June 14, 2012. Selectman Connolly made a motion to approve the event for Clinton Middle School as requested. Selectman Sargent seconded the motion. The vote was unanimous.

Town Hall Use Clinton High School

Administrator Ward explained the board received a request letter for approval of use of the Fallon Memorial Auditorium for a back up location to host 2012 Clinton High School Graduation on June 2, 2012 at 11:00AM. Selectman LeBlanc made a motion to approve the event for Clinton High School as requested. Selectman Sargent seconded the motion. The vote was unanimous.

Old & New Business

Water/Sewer Abatements

Superintendent of Public Works McGown was before the board with a list of water/sewer abatements from the last billing cycle in the amount of \$2924.70 for the boards review and approval. Selectman LeBlanc made a motion to approve the water/sewer abatements. Selectman Sargent seconded the motion. The vote was unanimous.

Solar Consultant RFP

Administrator Ward explained the Alternate Energy Committee has recommended the board issue a Request for Proposals to use solar net metering credits to purchase electricity for the town. Selectman Connolly made a motion to approve the request from the Alternate Energy Committee to issue a Request for Proposals. Selectman LeBlanc seconded the motion. The vote was unanimous.

Town Hall Use Resignations

Administrator Ward reviewed he received letters of resignation from two members of the town hall use committee, this will disband the committee. The committees function was to take in applications and review with applicants the use rules and guidelines then make a recommendation to the board for final approval of use. Selectmen's Administrative Assistant Joyce Corbosiero along with Building Manager Michael Kanala has volunteered to take on the duties of reviewing the applications and making recommendations to the board. Chairman Dickhaut thanked the Administrator for the information and thanked John & Donna Merriman for their service to the town on the committee.

Office Supplies Central Purchasing

Town Administrator Ward reviewed he received a proposal from National Joint Powers Alliance which is administered by Staples Advantage for central purchasing of office supplies and equipment by town offices and the schools. He explained the proposals anticipated a savings between 10 and 20% of spending by departments from last year. Selectman LeBlanc made a motion to support the concept of central purchasing and join the National Joint Powers Alliance with Staples Advantage. Selectman Connolly seconded the motion. Under Discussion: Selectman Dziokonski asked if all departments will use the program. Administrator Ward explained most departments will use this program. The vote was unanimous.

Town of Berlin Anniversary Celebration

Administrator Ward explained the board received an invitation to view the town of Berlin's 200th Anniversary Parade on June 10, 2012. Chairman Dickhaut asked if the board received any other invite to participate in the parade, she explained the town has participated in other anniversary parades in other communities. Administrator Ward explained this is the first letter received. The board wished them the best in their celebration.

Committee Reports

Senior Center Building Needs Committee

Selectman LeBlanc explained the committee had a final walk through of the property with the Foundation Treasurer and plan on the closing Friday June 1 or Thursday May 31, 2012. Selectman Sargent asked what is the plan to maintain the outside of the building. Selectman LeBlanc explained in the interim a maintenance person will be hired for the lawn and the locks are scheduled to be changed on the house. Solicitor

Gibbons asked if everything has been removed from the building. Selectman LeBlanc explained pretty much everything has been removed. Chairman Dickhaut asked when construction will begin. Selectman LeBlanc reviewed the committee is scheduled to meet with the architect to get some final measurements and then he will prepare documents to go out for bid. Administrator Ward explained the timeline is to have the project out for bid in the fall and construction to begin in the winter. Selectman LeBlanc reviewed there is not a lot of construction just a lot of changes to the interior.

Government Reorganization Committee

Selectmen Connolly reviewed the committee has prepared a number of articles for town meeting. Chairman Dickhaut stated she found pleasure in working with Administrator Ward, Superintendent McGown and Selectman Connolly. The committee has worked very hard and believes in the changes proposed in the articles for town meeting. Selectman Connolly agreed explaining these articles will improve the way the town government operates and agreed it was a pleasure working with the committee.

Public Comment

Selectman Sargent thanked the DPW, Parks & Recreation and Phil Wagner of St. John's Cemetery for all of their hard work in preparation for the Memorial Day events. All did a great job. The board agreed.

Mr. John Martin of 23 Orange Street

Mr. Martin reviewed with the board over the past year he had attended Selectmen meetings, School Committee meetings, and Finance Committee meetings and would like to make one suggestion to the board. There should be consideration given to appointing a board member to attend the School Committee and Finance Committee meetings. He explained this would break down the amount of animosity amongst the boards. If a board member could sit in on other boards they could explained the point of view from the other board. Chairman Dickhaut reviewed the structure of the budget process. Explaining a subcommittee is formed made up of members from the Selectmen and Finance Committee. This process has been in place for 3 or 4 years now and works well. Through the subcommittee differences are ironed out and meaningful conversations are had. She thanked Mr. Martin for his input.

Selectman LeBlanc made a motion at 8:30PM 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