

**Selectmen Meeting
Minutes
August 21, 2013**

Chairman Connolly, Selectman Sargent, Selectman LeBlanc, Selectman Dziokonski and Selectman Iacobucci were in attendance. Attendees were Town Administrator Ward and Town Solicitor Gibbons.

Chairman Connolly opened the meeting at 7:00PM.

Review of the Minutes

The board received minutes from June 26, 2013 Selectmen's Meeting for review and approval. Selectman Iacobucci made a motion to approve minutes as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Public Comment

Dustin Whitaker of 123 Orange Street

Mr. Whitaker was before the board explaining he had made a request for a public records back on June 14, 2012 and followed up with an inquiry on the request on July 27, 2012 and has not received any information requested. He notified the Secretary of State's Office regarding this request and received a notice back stating the board should enforce the request is met. He gave each Selectman a packet of information with the information he reviewed. Chairman Connolly explained the public comment section of the meeting isn't to host an exchange of questions. He explained this matter will be referred to Solicitor Gibbons. Mr. Whitaker thanked the board.

Class II Motor Vehicle License Hearing 835 Main Street

Chairman Connolly opened the hearing inviting the applicant forward. Mr. Paul Leone of 72 Old Turnpike Road Hubbardston was before the board. Chairman Connolly asked Mr. Leone to describe his business plan. Mr. Leone explained he plans to open a used car lot, he plans to buy cars at the auction and repair and sell them on the lot on Main Street. Chairman Connolly explained he needs to work with the Planning and Zoning Boards. Mr. Leone stated yes he is aware he has to get approval from the other boards. Chairman Connolly opened the hearing for Public Comment. He asked for Public Comment in favor, there was none. He asked for Public Comment in opposition, there was none. Selectman Sargent made a motion to approve the Class II License for 835 Main Street as presented. Selectman Iacobucci seconded the motion. Under Discussion: Selectman Iacobucci stated explained he is aware Mr. Leone has a great business on Water Street and is sure to bring a great one to Main Street. Selectman

Dziokonski explained he isn't in favor of approval the town is well served by all of the existing licenses. Selectman Sargent explained Mr. Leone runs a five star establishment and does a great job. Chairman Connolly reviewed he has observed Mr. Leone's current business and the new location is ideal for a used car license. Selectman Iacobucci agreed the current location has been vacant for a long time and Mr. Leone does run a first class establishment. The vote was 3/2 opposed Selectmen LeBlanc and Dziokonski.

WHEAT Community Center Building Permit Fee Waiver- Paul Mina, CEO

Chairman Connolly invited Mr. Mina before the board to discuss the request for a building permit fee to be waived for the new Wheat building. Mr. Paul Mina was before the board, he explained he WHEAT is in the process of consolidating its three locations to one headquarters building, at this time the café, business offices and thrift store are at three separate locations. He reviewed WHEAT is requesting to have the building permit waived; they are a nonprofit organization without a lot of resources. Community & Economic Development Director Phil Duffy and Building Commissioner Zahariadis have been a tremendous help to the project. He reviewed with the board there have been many different locations over the last few years they have moved 6 different years. Discussion continued regarding the requirements of a registered nonprofit 501 C3 organization, regarding restrictions on sale or property. Mr. Mina reviewed the intention would be never to sell the property, he is fully aware of the current laws regarding the nonprofit organization status. Mr. Mina reviewed the application has been before the planning board and the plans are being charged under the recommendations of the board. The façade will match that of the buildings in the area. He explained the plans are still being worked on but when completed he will return and show the board the final draft. Selectman LeBlanc made a motion to approve the request to waive the building permit fee for the WHEAT Center building project on High Street. Selectman Sargent seconded the motion. Under Discussion: Selectman Iacobucci asked if this was to approve the one permit building fee for the WHEAT organization. Chairman Connolly confirmed yes this was for the request before the board made by WHEAT, the board has agreed to discuss a policy and define a structure moving forward on when it is appropriate to waive fees. Selectman Iacobucci agreed explaining approval should be done on a case by case basis. Selectman Dziokonski reviewed he has worked in Human Service field for a nonprofit organization and realizes the United Way is one of the largest nonprofits in the state; therefore he has a hard time understanding there is no money, a lot of nonprofits have CEO's with million dollar salaries. Many nonprofits are filthy rich. Mr. Mina explained that is not the case, the United Way merged with WHEAT to keep it solvent, the agency was going bankrupt prior to the merger and the United Way incurred all of the debt. The building will be 100% financed with a guarantee from a Federal Agency. At his time WHEAT was able to stay open because of the

merger, WHEAT doesn't exist as a separate entity anymore. The vote was unanimous. Chairman Connolly explained the board will work on a policy regarding these request to be used in the future. Mr. Mina thanked the board for the support.

Goals & Objectives

Chairman Connolly asked the board for their input on establishing goals and objectives to focus on over the next year. He explained these will be highlighted and benchmarked. He reviewed his list includes completing the nonunion salary grid and supporting compensation, complete the facilities department, and review and consider consolidation and regionalizing the 911 dispatch. Selectman Iacobucci added establishing policies for waving permit fees and water abatement procedures. Selectman Sargent added a few issues implementing an annual review for all town department heads and employees, improvements to the sidewalks throughout town, and development of the Sterling Street lot. Selectman LeBlanc added for review and approval for an electronic signature can be used to approve the payable warrants. Board agreed this is a great idea to explore. Secondly he would like to explore the creation of an Assistant to the Administrator; there should be additional staff need in the office. Selectman Dziokonski explained he had nothing to add, he is supportive to all of the issues discussed. Chairman Connolly explained he will work with the Administrator to create a weekly form with a status update.

Administrative Business

Late Night Closings

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of September 2013: Clem's Liberty Tavern, Clinton Turn Verein, Crystal Café, Old Timer, Ringside Café, Spruce Street Tavern & The Simple Man Saloon. Selectman Sargent 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.

Public Works Monthly Report

Superintendent of Public Works submitted a monthly report relative to the operations of his department for the month of June 2013 for the Selectmen's review and approval. Selectman LeBlanc made a motion to accept the report as presented. Selectman Sargent seconded the motion. Under Discussion: Selectman Dziokonski asked about the guardrail fencing on Cameron Hill. Superintendent McGown explained he was planning on Chapter 90 to be used to cover the expense, the funding came in late but he plans to get the job out for bid this year. The vote was unanimous.

Water & Sewer Abatements

Superintendent McGown explained to the board there is a list of water & sewer abatements in the amount of \$7435.05 from the last bill cycle. Selectman Sargent made a motion to approve the abatements as presented. Selectman LeBlanc seconded the motion. The vote was unanimous.

Town Hall Use Events

Administrator Ward explained the board has received application for approval of the following event for use of the Fallon Memorial Auditorium:

September 6 & 7, 2013 Olde Home Day Events

Selectman Iacobucci made a motion to approve the events for Town Hall use as requested. Selectman Sargent seconded the motion. The vote was unanimous.

One Day Liquor License Permit

The board received a request for a One Day License from the Olde Home Day Event to host a wine tasting the auditorium on Friday September 6, 2013.

Selectman Iacobucci made a motion to approve the request as presented. Selectman Sargent seconded the motion. The vote is unanimous.

One Day Liquor License Permit

The board received a request for a One Day License from Clinton Turn Verein in conjunction with the Olde Home Day events to be used in front of the town hall on Friday September 6, and Saturday September 7, 2013.

Selectman Iacobucci made a motion to approve the request as presented. Selectman Sargent seconded the motion. The vote is unanimous.

Old & New Business

Olde Home Day

Administrator Ward explained the Olde Home Day Committee is requesting permission for the following items in conjunction with their annual Olde Home Day on Friday, September 6, 2013 – Saturday, September 7, 2013:

- Use of the Town Hall restrooms for both days of their event.
- Use of the Town Hall Chamber Room for an Appraisal Faire on Friday, September 6, 2013 from 6:00 P.M. – 11:00 P.M.
- Use of the Town Hall Auditorium to host the event on Friday, September 6, 2013
- Use of the Town Hall Auditorium to host the event on Saturday, September 7, 2013 in case of inclement weather and the event cannot be held outside.
- Permission to close off Walnut Street, Church Street & Union Street for both days of event.
- Permission to make Walnut Street One Way from Church to Prospect Street, to allow for shuttle to run
- Permission to hang notices in front of parking spaces on Walnut Street, Church Street & Union Street beginning Thursday, September 5, 2013 to notify car owners of the scheduled street closings.

- Permission to hang a banner over High Street to advertise the upcoming event.

Selectman LeBlanc made a motion to approve the Olde Home Day Committee requests. Selectman Iacobucci seconded the motion. The vote was unanimous.

Clinton Holiday Pops Committee

Chairman Connolly explained the Parks & Recreation Department has agreed to take over the Clinton Holiday Pops Concert working with the existing Committee members. The balance of the funds in the committee account will be transferred into the Parks & Recreation Revolving Account; the Town Accountant has requested the board review approve this agreement. Selectman LeBlanc made a motion to approve this request as presented. Selectman Iacobucci second the motion. The vote was unanimous.

Purchase & Sale of Property off South Meadow Road

Chairman Connolly explained the Solicitors review of the Purchase & Sale Agreement has been completed and the bard needs to ratify the document to continue the process and go forward with a closing date. Selectman Sargent made a motion to approve the Purchase & Sale agreement for the property off of South Meadow. Selectman Iacobucci seconded the motion. Under Discussion: Selectman LeBlanc asked if the agreement eliminates access to the remaining property. Solicitor Gibbons reviewed there will be access through the Sterling end of property or there could be an easement from the town. Chairman Connolly explained there is no easement in the purchase & sale agreement. Solicitor Gibbons agreed and stated the closing will conclude within the next few weeks when the title report is finalized. Administrator Ward reviewed the report is in process. The vote was unanimous.

Landfill Equipment Contract Bid Results

Superintendent McGown reviewed the bid results for the equipment rental to be used as needed throughout the course of the Landfill Closure Project. He explained his recommendation is to contract J. Bates & Son, LLC in the amount of \$162,308 for one year period. Selectmen Sargent made a motion to award the contract to J. Bates & Son, LLC. Selectman Iacobucci seconded the motion. Under Discussion: Superintendent McGown explained to the board the equipment will be rented with operators as needed. The vote was unanimous.

Worcester County Selectmen's Association

Administrator Ward reviewed the board has been registered to join membership of the Worcester County Selectmen's Association; the organization has requested that one person be designated as the voting member for each community. Selectman Sargent made a motion nominate Selectman Iacobucci to serve on the WCSA. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Iacobucci expressed he appreciated the boards support. The vote was unanimous. Selectman LeBlanc made a motion to nominate Selectman Dziokonski as the alternate member for the WCSA. Selectman Dziokonski seconded the motion. The vote was unanimous.

FY2013 Community Development Block Grant Award

Administrator Ward informed the board the town has been awarded \$892,285 from Community Development Fund I of the Massachusetts Community Development Block Grant Program to convert the Clinton Home into a Senior Center and perform a streets planning survey in the target area. He explained the contract he has some typos and needs, a new version is being sent out he asked for the board to authorize the Chairman approval to sign and accept the grant award. Selectman LeBlanc made a motion to authorize Chairman Connolly to sign the contracts when the new one is received. Selectman Iacobucci seconded the motion. The vote is unanimous.

Fire Department Radio Communications

Chairman Connolly explained his intention was to appoint a formal subcommittee, but instead the union filed a grievance with the Fire Chief. At this time he expressed he is disappointed he intended to work collaboratively with the department to solve the problem. At this time he is hesitant to go further with formalizing a committee. Administrator Ward reviewed the grievance process is for the Fire Chief to hear the grievance, if union unsatisfied with response it goes on to the Town Administrator, if unsatisfied on to the board then on to an appeal with an Arbitrator if still unsatisfied, it will go on to the court system. Discussion continued the board agreeing they are supportive of formulating a committee.

Building Permit Waiver Policy

Chairman Connolly explained the board could formulate a subcommittee to establish a policy. He reviewed the Administrator can inquire with other communities to see if they have policies in place and report back to the board. Selectman LeBlanc asked for the Building Inspector to review also. Selectman LeBlanc made a motion to have the Building Inspector submit a review and recommendation on a building permit fee waiver policy.

Landfill Foreman Vacancy

Administrator Ward explained the position has been advertised twice and three candidates have applied. Superintendent McGown has a conflict of interest with one of the candidate so he has removed himself from the hiring process, at this time legal counsel has determined the Administrator should move into the role the Superintendent would have in the process and the board be the hiring authority. Also it needs to be determined there will be no impact on Superintendent McGown to do his job. Administrator Ward explained he has completed the interview process and would like to know how the board would like to proceed. He is prepared to make a recommendation or the board can schedule the candidates for interviews. The board discussed the options, and determined they have complete confidence in the Administrator making a

recommendation. Selectman Iacobucci made a motion to have Administrator Ward prepare a report with a recommendation for the hiring of the Landfill Foreman Vacancy. Selectman LeBlanc seconded the motion. Under Discussion: Solicitor Gibbons reminded the board they have to determine there is no financial gain to Superintendent McGown or any impact on him performing his job duties. The vote was unanimous.

Action Item List Review

Worcester Regional Alerting System

Administrator Ward updated the board he had been working with the Sherriff's department on this system and is waiting on more information. The board expressed interest in pursuing more information on this system noting it would be something valuable for the community to have.

Fire Safety Act Officer Fee

Administrator Ward reviewed this was something that came into question a few years ago, but since has never been needed. The board agreed to remove this item.

Public Records Fee Policy

Administrator Ward explained many departments were receiving numerous public records request so the board was going to set a policy. The board agreed at this time a policy should be set and this item should be added to the Goals & Objective list.

South Meadow Pond Improvements

The board agreed this should be removed form list.

Committee Reports

Senior Center Building Committee

Selectman LeBlanc reviewed the committee held a meeting on August 12, 2013 at this time they are waiting for a contract from DHCD and are ready to go. The next step is to go out to bid. On Olde Home Day Mr. Grady from the CoA will be conducting tours of the home and have sketches from the architect on display, he encourage all to come down and tour through the building.

Garage License Committee

Selectman Iacobucci reviewed this committee is in the final process of preparing and the application will meet again for a final review, before requiring the process.

Traffic Committee

Selectman Iacobucci reviewed he is working with the Chairman to schedule a meeting.

Cable Committee

Selectman Iacobucci explained he and Selectman LeBlanc serve on this committee and are working with the Administrator to schedule a meeting.

Christmas Lighting Committee

Selectman Dziokonski reviewed are also working to schedule a meeting.

School Department Building Committee

Chairman Connolly explained the Moderator had made some temporary appointments to the Facility Departments Committee to oversee and help with the school projects. Chairman Connolly explained he has been serving and updated the board the sidewalk project at the High School is just about completed, the new windows are being completed at the Middle School and the air conditioning will be done later in the year.

Government Reorganization Committee

Chairman Connolly updated the board they are still working on reorganization and are planning to schedule a meeting.

Town of Sterling Weke Peke Reservoir

Chairman Connolly shared with board members an article he had recently read in the newspaper. He stated in the article the town of Sterling has accused the town of Clinton of illegal use of the public water supply. He expressed he finds this allegation to be offensive and has requested the Town Administrator contact the Town Administrator in Sterling to request a meeting. The board agreed. Selectman Iacobucci made a motion to have Administrator Ward contact the Sterling Administrator to schedule a meeting with Chairman Connolly and the Administrator for review of the allegations made. Selectman Dziokonski seconded the motion. The vote was unanimous.

Informational

Chairman Connolly announced he would like to Congratulate Ms. Amanda Makela from Clinton High School on her recent award. Ms. Makela received the 2013 Alexander Hamilton Citizen Achievement Award for outstanding accomplishments and community service. The board agreed and congratulated Ms. Makela on her distinguishing honor.

Selectman LeBlanc made a motion at 8:15PM 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