

**Selectmen Meeting
Minutes
August 8, 2012**

Review of Minutes

The board received minutes from the May 29, 2012 & June 19, 2012 Selectmen's Meeting and Executive Sessions Potential Landfill Order Litigation & Fire Union Negotiations for review and approval. Selectman LeBlanc made a motion to approve minutes as presented. Selectman Sargent seconded the motion. The vote was unanimous.

Veterans Benefits Update-Veterans Agent Gerald Coppenrath

Chairman Dziokonski invited Veterans Agent Gerald Coppenrath to come forward to review Chapter 115 Benefits for FY13. Mr. Coppenrath explained the number of eligible recipients was reduced; recipients were transferred on to Social Security benefits. He explained at that time he received a new candidate eligible which then absorbed the amount reduced. Selectman Dickhaut reviewed the board's concern regarding the amount of benefits has escalated and last year there ended up having to be a \$80,000 transfer to cover benefits. Mr. Coppenrath explained he is unable to predict who will apply for benefits. Selectman Connolly explained the board would like to see a better projection next year when budgeting benefits, he suggested doing a review of the increases last 5 years. Mr. Coppenrath explained the amount is hard to predict one factor he wasn't aware of until budget season was over this year, a 5% increase was added to the benefits. Discussion continued and the board asked for more of realistic a number when budgeting for the Chapter 115 benefits. Chairman Dziokonski stated he is unsure of Mr. Coppenrath job description but asked if managing Chapter 115 benefits was the only aspect of the position. Mr. Coppenrath explained it is the biggest part of the job, but he also assists with federal benefits and landlord disputes, he has a background in law. Chairman Dziokonski explained he has received numerous complaints that veterans are not receiving any help from the office. Mr. Coppenrath explained that is impossible. Chairman Dziokonski explained he has concerns on how the office is operating; it is his understanding veterans are not receiving assistance in Clinton and are sent to Worcester and not given any contact information or help on where to go. Selectman Sargent asked for the hours of operation of the office. Mr. Coppenrath explained his hours are the normal hours of the town hall 8AM to 4PM, on occasion he works through his lunch to assist veterans, if out of the office he leaves a sign on the door. He has worked in the office 9 years and

never had a problem or complaint brought to his attention to address. The board thanked the Mr. Copenrath for attending the meeting.

Fire Department Safety Committee- Radio Communications

Clinton Fire Fighters Safety Committee Members Greg Nelson, Dustin Whitaker, Jeff Sivert, Mike Ciesluk, PJ Chamberlain and Michael Lutes were before the board. Chairman Dziokonski welcomed the safety committee. Mr. Nelson explained for the past 2 ½ years the department has had trouble using the portable radios. The Fire Chief has been notified of the issues, back in August of 2011. The committee is aware of the budget restraints the department is under. He shared an experience of a recent fire where the radio communication wasn't working correctly. Captain Sivert shared the main goal when he is working is to get all the guys home safe after a shift; this is unmanageable with something wrong with the radio communication system. He shared some research and information he had collected with the board on upgrading the portable radios. He asked for the boards support, he understands the Chief is limited due to the budget. Selectman Dickhaut asked if the radios were for the call Fire Fighters or just the full time Fire Fighters. Captain Sivert explained there are six which are enough to cover those on duty and there are 3 or 4 digital units. The discussion continued with a review of what the station has for radio equipment and the age of it. Chief Hart was in attendance and explained he has been working on the communications issues to try to correct the problems; he has had 3 companies come out at different times to review the system. The last company concluded the interference was the signal was crossing with a State Police unit in New Hampshire. He explained this issue was being worked on, he has used different radios in the past to see if they would work better, and this is a unique situation. He will work with the Safety Committee to try to come up with a resolution. The board explained it would be helpful to identify the problems; are there not enough radios available, there are three different issues discussed and the biggest concern is safety for the department. The board asked the Safety Committee to put the issues in writing for the Chief. Discussion continued with Chief Hart explaining he has had the radios reviewed by three different experts and the issue had been identified as interference, he is working on applying for a new license but it takes time. Selectman Dickhaut made a motion to have the Fire Chief and the Safety Committee sit down and try to come to a resolution, try to work with the manufactures and get something going to find more definitive answers, and report back to the board at the next meeting. Selectman Connolly seconded the motion. Under Discussion: Selectman Connolly explained work towards a mutual agreement, there is no price to put on it, whatever it costs to fix the problem. Selectman LeBlanc asked for the Administrator to be included in

the discussions and email communications, there was \$20,000.00 fire department equipment. The vote was unanimous. The Safety Committee thanked the board.

Fire Department Ladder Truck – Fire Chief Hart

Fire Chief Hart was before the board to discuss procurement of a new ladder truck with funding approved at the Annual Town Meeting. Chief Hart reviewed he is working with the Fire Chief Association he went out to bid for ladder truck. Several vendors have responded, he explained it is up to the board to determine how they would like to proceed. He hoped within the next week he will be able to notify the company of the specs, he explained it will be cheaper to buy some equipment and have it mounted. The board discussed the Administrator should be informed and the article at town meeting included the purchase to be made with the board's approval. Chief Hart explained he will be working with the Deputy Chief and the guys in the department to determine the needs. The board agreed the Chief and the department have the knowledge needed to review but ask that the Administrator be involved and have information for the board for the next meeting. Selectman Dickhaut made a motion to request the Fire Chief working together with the Administrator to have information for the board for the next meeting, in about a month, regarding the purchase of a new ladder truck. Selectman Connolly seconded the motion. Under Discussion: Chairman Dziokonski asked the price come in within the funding. Chief Hart explained the most recent figures have been around \$775,000 or \$785,000 for the truck with an addition of \$40,000 for equipment. Chairman Dziokonski explained he would like to have the Administrator and a group of Fire Fighters including the Deputy Chief to review and provide input. The vote was unanimous. Discussion continued regarding the Fire Chiefs vehicle and if it is available if the Chief is on vacation. Chief Hart explained the vehicle is available for the acting Chief. Chairman Dziokonski and Selectman LeBlanc are working together on a review and policy for town vehicles.

Community & Economic Development Director Phil Duffy

Mr. Duffy was before the board to inform the board the Montachusett Regional Planning Commission has approved funding as a technical grant to assist the town with documentation and designation of a Cultural District for the downtown area of Clinton. Mr. Duffy explained this is a good fit for the program. Selectman Dickhaut made a motion to approve the acceptance of the grant for technical assistance from MRPC and authorizes the Chairman to sign. Selectman Connolly seconded the motion. The vote was unanimous. Mr. Duffy reviewed the town receives free hours of GIS services each year as part of the

membership in Montachusett Regional Planning Commission. His recommendation is to use these hours towards a new zoning map, this would allow all of the information to be digital. He requested the board authorize the use of the hours to be used for the new map. Selectman Dickhaut made a motion to authorize the GIS hours from MRPC to be used towards the creation of a new zoning map. Selectman Sargent seconded the motion. The vote was unanimous. Mr. Duffy continued discussion regarding the Grove Street Infrastructure project, the replacement of the waterline and repaving of the road. He explained the bids are due back on August 16th, at that time the construction will follow and is projected to be finished by the end of the construction season. A requirement for compliance of the grant is to appoint a Market Construction Officer to the project; the designation can be made as Mr. Duffy with affirmation of the board per project. Selectman LeBlanc made a motion to appoint Phil Duffy as the Market Construction Officer. Selectman Sargent seconded the motion. Under Discussion: Selectman Connolly explained the board had given appointing authority to Administrator Ward; therefore he should make this appointment. Selectman Dickhaut explained she doesn't disagree. Solicitor Gibbons reviewed the board approved an article that allows the board when they want to vote, this allows the board to use discretion when they would like to vote. The vote was 4/0/1 opposition Selectman Connolly. Mr. Duffy continued discussion with an update on the FY2011 CDBG, currently applications are being accepted and awards are issued through a lottery. One requirement of the grant is for the board to appoint a Citizen Advisory Committee to provide input on the administration of the Housing Improvement Program funded through the grant. Mr. Duffy requested he receive approval to create the committee and solicit volunteers to serve. Selectman Sargent made a motion to advertise the Citizen Advisory Committee. Selectman LeBlanc seconded the motion. Under Discussion: The board asked for Mr. Duffy to report back within 30 days with an update. The vote was 4/0/1 opposition Selectman Connolly. Mr. Duffy updated the board on the Technical Assistant Grant received, the reports are due back from the data collected at the two different sights, and this information will be helpful. Mr. Duffy thanked the board.

Superintendent of Public Works Chris McGown

Landfill Capping Design Update

Superintendent of Public Works McGown was before the board with an update on the landfill project. He explained to the board the design is in the works and reviewed some issues concerning the property. He was able to work with the Pan Am railroad regarding the property; the railroad seemed receptive to selling the area at a fair market value. He explained the land is also habitat for the

grasshopper sparrow. The capping design must develop a phasing plan that does not destroy their habitat. He reviewed he has filed the habitat with MEPA and will work with the ENA. The project will be completed in phases to preserve the habitat. Mr. McGown informed the board the draft design plan should be completed by the end of the week.

Departmental Surplus Property Auction

Mr. McGown explained to the board he has some old equipment in the department that he no longer has use for, he would like to auction the equipment. Administrator Ward reviewed the board will have to declare the old equipment surplus in order for it to be eligible to auction. Chairman Dziokonski asked that the equipment be offered to other departments before it is auctioned. Selectman Connolly made a motion to consider the equipment surplus after the Superintendent has spoken to other departments offering them the equipment. Selectman Sargent seconded the motion. The vote is unanimous.

2012 Paving Project Update

Superintendent McGown reviewed the Chapter 90 money has been approved and the paving has been going well.

Swimming at Weke Peke Property

Superintendent McGown reviewed he has been contacted by the Massachusetts Division of Fisheries & Wildlife indicating a platform has been built about forty feet up on the tree that contains the rope swing at the Heywood Reservoir property. It has been suggested that the town consider removing the tree. Selectman Dickhaut made a motion to remove the tree after the Board of Selectmen have an opportunity to review the tree and authorize it to be taken down. Selectman Connolly seconded the motion. The vote was unanimous.

DPW Truck Purchase Authorization

Superintendent McGown reviewed he had the specs to purchase a new dump truck and reviewed the amount is a little over budget of \$140,000.00 it is about \$150,000.00 which is about \$10,000.00 difference. He explained he could supplement with the miscellaneous expense. Selectman Connolly made a motion to approve the spending for the new DPW Truck. Selectman Sargent seconded the motion. The vote was unanimous.

Cement Posts for Route 110 Soccer Fields

Superintendent McGown reviewed the Clinton Youth Soccer Association contacted him for help in keeping vehicles off the soccer field on Route 110. He has some cement posts that he will not be using and has offered them to be used as barriers to help protect the fields.

New Gas Tank at the DPW Barn

Selectman Dickhaut asked for an update on the installation of the new gas pumps and tank. Mr. McGown explained he is working on getting the permitting for the project along with the removal of the old tank. He explained he will be going to town of Shirley to look at a similar type of system that has been installed there. The board thanked Mr. McGown for information.

Common Victuallers License Hearing 58 High Street

Administrator Ward reviewed the board has received an application from The Strand Theatre for a Common Victuallers license to operate a restaurant at 58 High Street. Chairman Dziokonski opened the hearing for public comment. There was known. Selectman Connolly made a motion to approve the Common Victualler License to Robert Nierintz d/b/a The Strand Theatre. Selectman LeBlanc seconded the motion. The vote was unanimous.

Entertainmet License Hearing 58 High Street

Administrator Ward reviewed the board has received an application from The Strand Theatre for an Entertainment License to host live entertainment at 58 High Street. Chairman Dziokonski opened the hearing for public comment. There was known. Selectman Connolly made a motion to approve the Entertainment License to Robert Nierintz d/b/a The Strand Theatre. Selectman LeBlanc seconded the motion. The vote was unanimous.

Administrative Business

Late Night Closing Request

Town Administrator Ward reviewed the following establishments are requesting late night closings for Saturdays in the month of August 2012: Clinton Turn Verein, Clem's Liberty Tavern, Crystal Café, Old Timer, Ringside Café, The Simple Man Saloon and Sevi's. Selectman LeBlanc made a motion to approve late night closings for the month of August 2012 as requested; if any additional establishments apply they can be approved with the Police Chiefs review and approval. Selectman Sargent seconded the motion. The vote was unanimous.

One Day Liquor License Permits

Town Administrator Ward reviewed Clinton Turn Verein is requesting One-Day Liquor Licenses in conjunction with outdoor events to be held at the outdoor

pavilion. Selectman Sargent made a motion to approve the requests as presented. Selectman Connolly seconded the motion. Under Discussion: Administrator Ward reviewed with the board if a One Day License request is made with approval needed prior to a board meeting, the board allow the Administrator with the Police Chiefs review and approval to approve the request. The vote is unanimous. Selectman Sargent made a motion to allow the Town Administrator in conjunction with the Police Chief to grant approval of a One Day License request made with approval needed prior to a scheduled board meeting. Selectman Connolly seconded the motion. Under Discussion: Administrator Ward explained he will provide notice to the board if a request is made and granted. The vote was unanimous.

Fire Chief Monthly Report

Fire Chief Hart submitted a monthly report relative to the operations of his department for the months of May & June 2012 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.

Police Department Monthly Report

Chief Laverdure submitted a monthly report relative to the operations of his department for the months of May & June 2012 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.

Town Hall Use Events

Administrator Ward explained the board has received applications for the following events for use of the Fallon Memorial Auditorium:

- 8/25/12 Katie Vazquez: Benefit Dance Show
- 9/7/12 & 9/8/12 Clinton Olde Home Days
- 12/1/12 Clinton Fire Fighters Comedy Show

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

Water & Sewer Abatements

Superintendent McGown submitted a list of water/sewer abatements in the amount of \$9450.39 from the last billing cycle for the board's review and approval. Selectman Sargent made a motion to approve the water & sewer abatements in the amount of \$9450.39. Selectman LeBlanc seconded the motion. Under Discussion: Selectman Dickhaut asked how often abatements are given. Superintendent McGown explained the abatements vary, there is a policy for a leak there is a onetime allowance, typically a lot are given due to water quality. The vote was unanimous.

Town Audit Contract

Town Administrator Ward explained the board has received a proposal for a three year contract renewal from Bill Fraher, CPA to continue providing audit services for the town. Mr. Fraher has had two prior contracts with the town and solely works on municipal contracts. Selectman Dickhaut made a motion to accept the proposal for a new contract. Selectman Connolly seconded the motion. Under Discussion: Selectman Dickhaut ask for a report of the findings for FY11. Administrator Ward explained the report will be available to the board at the next meeting. Selectman Connolly asked if there are any standards or guidelines regarding not always using the same firm. Administrator Ward reviewed he isn't aware of any but will review with other communities. The vote was unanimous.

WRTA Transportation Contract

Administrator Ward reviewed the Worcester Regional Transit Authority sent the annual agreement for the town to provide senior van service through the Council on Aging. This agreement must be signed by the Chairman. Selectman LeBlanc made a motion to approve the annual contract agreement with WRTA. Selectman Sargent seconded the motion. The vote was unanimous.

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 7, 2012 – Saturday, September 8, 2012:

- 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 7, 2012 from 6:00 P.M. – 11:00 P.M.
- Use of the Town Hall Auditorium to host the event on Friday, September 7, 2012
- Use of the Town Hall Auditorium to host the event on Saturday, September 8, 2012 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 6, 2012 to notify car owners of the scheduled street closings.

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

Olde Home Day Banner Request

Administrator Ward reviewed the Olde Home Day Committee is requesting permission to hang a banner over High Street from 8/27/12 – 9/13/12 to advertise their Annual Olde Home Day in Central Park event to be held on Friday, September 7 & Saturday, September 8, 2012 at the Clinton Town Hall & Central

Park. Selectman LeBlanc made a motion to approve the banner request to advertise the upcoming Olde Home Day events, subject to the needed repairs being completed. Selectman Connolly seconded the motion. The vote was unanimous.

Repair Business License Process

Administrator Ward reviewed the Zoning Agent sent up a draft licensing process for the board's review for the auto repair businesses in town. The board explained they would like more time to review information. Selectman LeBlanc made a motion to table the discussion to the next meeting. Selectman Sargent seconded the motion. The vote was unanimous.

Town Hall Renovation Committee

Administrator Ward reviewed Annual Town Meeting approved funding for renovations for the town hall. Chairman Dziokonski discussed the board should established a committee to make recommendations on areas in the building where the funding should be used. Selectman Dickhaut and Connolly volunteered to serve on the committee. The board agreed the Town Hall Custodian should serve. Administrator Ward recommended it be a small committee. The board agreed, Selectman LeBlanc recommended Administrative Assistant Ms. Corbosiero serve on committee. Selectman Dickhaut made a motion to approve Renovation Committee members Selectmen Connolly & Dickhaut, Town Hall Custodian Mr. Kananla, and Ms. Corbosiero. Selectman Sargent seconded the motion. The vote was unanimous.

Animal Control Officer Appointment

Administrator Ward informed the board Mr. Paul Wood from Bolton has been appointed to the position of Animal Control Officer. He explained with the board's approval he will add Mr. Woods contact information to the town website tomorrow.

Zoning Board & Personnel Board Resignations

Administrator Ward reviewed the board has received three letters of resignation from Personnel Board members; there is also a vacancy on this board. The board also received a letter of resignation from Mr. Barry Rodgers resigning from the Zoning Board of Appeals. There are vacancies on the Conservation Commission and Cultural Council also. He explained he plans to be advertise the vacancies in the newspaper on 8/10/12 to solicit volunteers. The board thanked Ms. Castillo for continuing her service on the Personnel Board and thanked those

members who resigned for their service. They also thanked Mr. Rogers for his years of service on the Zoning Board.

Street Light Installation on South Meadow Road

Selectman Dickhaut asked Administrator Ward for an update on the approval for the installation of a street light on South Meadow Road. Administrator Ward explained he has been working with National Grid and the request has been approved through the engineering department and will be installed within the next week.

Repair Invoices for the Police Department

Selectman Dickhaut asked for an update on the request for the repair bills from the Police Department. Administrator Ward explained he has received the information and is working on a spreadsheet summarizing all the expenses for the board. He explained the Chief reviewed the repair expense last year was about \$40,000 which was higher than usual due to a lot of issues generally it is about \$20,000. Selectman Dickhaut asked if it would be sensible to hire a second town mechanic to work on the vehicles and then you would have an account of each vehicles condition.

Town Hall Roof Repairs

Selectman Dickhaut asked for a status on the roof repairs. Administrator Ward explained the repairs to the roof and tower had been completed. There was more tile damage than anticipated and more work needed once the company was able to get up close to the area. Some of the mortar had eroded and needed to be re-pointed. All of the repairs were completed while the crane was on site. The back roof does need some repairs due to water damage.

National Grid Gas Line

Selectman Dickhaut asked for a status on the installation of a gas line for the town hall. Administrator Ward reviewed he is working on this and will have more information at the end of the week.

Fire Department SUV

Selectman Dickhaut asked for more information regarding the accident the Fire Department SUV was in recently. She asked Administrator Ward to get an accident report. Administrator Ward explained he will get one.

Committee Reports

There were none.

Public Comment

Mr. John Martin of 28 Orange Street was before the board. Mr. Martin began by thanking Selectman Connolly for attending the recent School Committee meeting. He then explained he is aware the board violated the open meeting law by not posting the meeting within an advance of 48hours. The meeting wasn't posted on the website until Tuesday morning which doesn't comply with the law. Chairman Dzikonski thanked Mr. Martin for bringing this information to the board attention.

**Executive Session Article 3 Landfill Project Administrator 9:50PM-10:20PM
Executive Session Article 3 Fire Union Negotiations 10:21PM- 10:32PM**

Selectman Dickhaut made a motion at 10:32PM 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