

**Selectmen Meeting  
Minute  
June 16, 2021**

Chairman Kerrigan, Selectman Boisoneau, Selectman Devault, Selectman Kobus and Selectman Perusse were in attendance. Attendees were Town Administrator Ward and Town Solicitor Gibbons. Chairman Kerrigan opened the meeting at 7:00PM.

**Reorganization of the Board**

**Chairman**

Chairman Connolly opened nominations for Chairman. Selectman Devault nominated Selectman Kerrigan as Chairman. Selectman Boisoneau seconded the motion. There were no other nominations, nominations closed. The vote was unanimous. Chairman Kerrigan accepted the nomination and thanked the board.

**Vice Chairman**

Chairman Kerrigan opened nominations for Vice Chairman, Selectman Kobus nominated Selectman Boisoneau as Vice Chairman. Selectman Devault seconded the motion. There were no other nominations, nominations closed. Chairman Kerrigan asked for all those in favor of Selectman Boisoneau's nomination. The vote was unanimous electing Selectman Connolly as Vice Chairman.

**Clerk**

Chairman Kerrigan opened nominations for Clerk. Selectman Kobus nominated Selectman Devault. Selectman Devault explained he has been the Clerk and happy to continue unless Selectman Perusse wants to take it. Selectman Perusse agreed. Selectman Boisoneau nominated Selectman Perusse as Clerk. Selectman Devault seconded the motion. The vote was unanimous.

**Public Comment**

There was none.

**Review of Minutes**

The board received minutes from June 2, 2021 Selectmen's meeting for review and approval. Selectman Boisoneau made a motion to approve minutes as presented. Selectman Devault seconded the motion. The vote was unanimous.

### **Olde Home Day Updates- Committee Members Laura Taylor & Mary Backiel**

Chairman Kerrigan invited the representatives of the Olde Home Day event before the board. Ms. Mary Backiel and Ms. Laura Taylor were before the board. Ms. Backiel began by explaining the event is planned for 2021. She has been a member of the committee for 20 years and Laura for 15 years. Ms. Backiel explained she has enjoyed her time spent on the committee watching the event grow to what it is today. She begins working on the event in October and her work continues through the event in September. At this time she has chosen to leave the committee, herself Laura and Paul will all be departing after this year's event. Currently, the committee has 11 members and 4 new members have joined including Selectmen Kobus and Kerrigan and they are working closely with Facility Director Brian Farragher and Health Agent John McNally. At this time the account balance is \$41,000 and each year the expense to run the event is between \$22,000 and \$25,000. There will not be enough funding to continue the event, it is a nonprofit event. It has grown to a wonderful event with close to 10,000 attendees annually. It is well run by the committee. This year the committee chose not to solicit sponsorships, they are using what they had from prior funding raising campaigns and the vendors are being honored from the 2020 registrations. Ms. Taylor explained food vendors are \$350 and park vendors are \$50 or \$30 dollars. The last event the vendors had increased from 70 to over 120 in the park, it was very successful. A few year ago the addition of Red, White and Brew was added to the event, this also successful profiting about \$2000 to \$3000 dollars. Apple Country is the vendor who sponsors the event, it is held in the town hall auditorium. Vendors offer a sampling of their product and are able to promote their products. The committee is waiting on approval to host the event inside this year. The last recommendation from the Board of Health was for it to be held outside. Since guidelines and restrictions have been lifted by the Governor and events allowed to be held, so will this part be able to be held in the auditorium. Chairman Kerrigan explained he had spoken informally with Ms. Backiel. Since that discussion the Board of Health has been before the board 2 weeks ago explaining the things can return to normal. Chairman Kerrigan asked Administrator Ward if the event is required to be continue with approval through the Town hall Use Committee process with approval from the Board of Health. Ms. Backiel explained the application has been completed by the committee and all the departments have been submitted copy. Chairman Kerrigan asked if a provisional approval can be granted pending the Board of Health review and approval. Administrator Ward agreed the office has received the completed application and will be submitting to the board for approval at the next meeting. It being an annual event with no changes the board would be able to review application, providing a preliminary approval also checking with the Board of Health for approval. Selectman Devault reviewed he is not opposed to the events approval but if the Red White and Brew is to be held in the town hall why wouldn't it go through the town hall use. Administrator Ward explained it is an annual

event that is held regularly without any changes. The town hall use committee can review. Selectman Devault explained he is trying to understand the role of the Town hall Use Committee. Administrator Ward reviewed if it were a new event the committee would review and have input on the impact of use. This is a standard annual event, the same every year. Selectman Kobus made a motion to accept the request for use of the auditorium by the Olde Home Day Committee for the Red, White and Brew event with the provisions set by the Board of Health. Selectman Boisoneau seconded the motion. The vote was unanimous. Selectman Devault asked if all the forms and fees had been addressed for the use. Ms. Bakiel explained yes they had been. Chairman Kerrigan explained the board had approved a \$5000 donation from the civic fund for the event at the last meeting. Ms. Backiel explained neither one of them are in charge of the financials but they will check. Ms. Taylor thanked the board for the support and donation. Ms. Backiel explained it would be helpful for the board to advertise the openings on the Committee, they are two members from the original committee and her husband is the electrician which is needed on site for the event, he will be unable to continue his service so a replacement is needed for him as well. The board thanked the OHD representatives for their service and the notice and will work on providing continued support to the event to ensure continues success.

### **Local Rapid Response Program Public Presentation**

#### **Mark Favermann –Favermann Consulting**

Chairman Kerrigan invited representatives forward for the update on the Rapid Response Program. Community & Economic Development Director Phil Duffy was before the board he explained the consultant is unable to attend and he will fill in. He was planning to review the power point presentation and not run the slide show. He distributed hard copies of the presentation to the board and will make the presentation available to anyone who would like to see it upon request. Chairman Kerrigan explained that is fine. Selectman Devault explained he would like the presentation to be shown. Mr. Duffy set up for presentation. Chairman Kerrigan explained he is a member of this team and there was a great response to a survey that was sent out to businesses, nearly 50 % responded. Selectman Kobus asked if it was sent out in multi lingual editions. Mr. Duffy explained yes it was included Spanish, English and Creole and it was made available online. He began explaining the program is designed to help with downtowns, it is funded out of DHCD and there are 125 communities in Massachusetts participating in it. He continued with review of the presentation. The program consists of three phases, the program runs state wide and comparisons are made from results. First phase is data collection and analysis, analysis and preliminary action which is the current phase and third phase is the plan for final action which should be completed by August 31. Selectman Kobus asked if the sign and façade program is still available. Mr. Duffy explained he plans to discuss at a future meeting as part of the resiliency program. He explained results of the study show

there is a need for a staff position for planning in the downtown including events and festivals. This type of staffing was supported in the late 80's and he isn't sure if the program will create those positions again. In 2014 a study was completed and it was identified the demise of the Wachusett Chamber was felt in the business environment, hopefully Discover Clinton can take that on and restore what the chamber offered. Parking was a concern and there are results from the study, there will be a wayfinding sign program installed once construction is finished and then it comes down to enforcement for parking. Results also showed a need for more outdoor seating areas for eating and a need to improve public transportation and bike racks in the downtown. Preliminary discussions on establishing outdoor markets which is a very promising idea has been had. He is not an event planner but realizes this would be great. Selectman Devault explained as a member of the Town hall Use Committee he would encourage more use of the auditorium for events that will then funnel traffic to the downtown. Selectman Devault stated he is a member of this committee and it is a great program, they had a walk-through of the downtown and identified some needs where funding can be used. Areas and programs where extra funding can be made available from the program, it was successful walk through. They are planning to reach out to the owner of the Strand Theatre to help out with the marquee restoration. It is the heart and soul of that portion of downtown. He thanked Mr. Duffy for his work on this and explained there is a need for additional staffing to be utilized in the Community & Development office to be dedicated to the downtown and events, something to explore for the future.

### **Community & Economic Development Director Phil Duffy**

#### *Hazard Mitigation Plan Contract Award*

Mr. Duffy explained the plan is due for an update, the last plan was completed in 2019 with assistance from CEMA. An updated plan is required, there is grant funding available through FEMA. His recommendation is to award the consultant contract to the Horsley Witten Group in the amount \$30,000 for a five year update to the Clinton Hazard Mitigation Plan. The funding will be \$22,500 from FEMA and \$7500 from the town funding. Selectman Boisoneau made a motion to approve the recommendation as presented by Mr. Duffy to enter into contract with Horsley Witten Group for an update to the Hazard Mitigation Plan. Selectman Devault seconded the motion. The vote was unanimous.

#### *Local Resiliency Loan Program*

Mr. Duffy reviewed in March of 2020 the board authorized the creation of the program to allow assistance to business effected by the pandemic. At that time \$100,000 was set aside for use. To date \$92,750 has been used for 22 businesses. There haven't been any applications in a long time, he is requesting to close out the program. Selectman Devault asked what will happen to the remaining funding. Mr. Duffy explained it will remain in the fund. He reviewed the program was set up to be in existence until 30 days

after state of emergency was lifted or October 1<sup>st</sup>. The first payments are due August 1<sup>st</sup>. Selectman Boisoneau made a motion to close the Local Resiliency Loan Program. Selectman Devault seconded the motion. Under Discussion: Selectman Devault stated he left over funding will be used for Community & Economic Development endeavors. Selectman Kobus asked if the business that utilized the program will have adequate time to make the payments. Mr. Duffy explained he will work with them, but this is a loan program not a grant program. The vote was unanimous. Mr. Duffy reviewed the loans issued as of March 29<sup>th</sup> had a 3% interest rate, he is making the recommendation to the board to eliminate the interest rate for the small business loans issued due to the impact of Covid-19. He also explained with the collection of interest there are a lot of requirements of tax recording, it is his recommendation to make them 0% loans. Selectman Kobus made a motion to approve the Local Resiliency Loan Program eliminate the interest rate making the loans 0% interest. Selectman Boisoneau seconded the motion. The vote was unanimous.

### **Public Works 2021 Road Resurfacing Recommendations**

Superintendent of Public Works McGown was before the board with recommendations for the 2 million dollars of funding approved at town meeting for road resurfacing. He reviewed the list of roads are Front Street, Winter Street, Hill Street, Cedar Street, Forest Street, Harris Street and Clark Street. The schedule for resurfacing will begin in late summer or early fall. He is open to suggestions from the board. Selectman Kobus asked about Sterling Street. Mr. McGown explained that is a TIP project and is currently in the design phase, he should have plans to the state next month. It hasn't been slotted for a project date yet but is approved for Federal funds and will be a few years out before complete. Water and lower High Street were also TIP projects. Selectman Kobus asked about resurfacing to Woodlawn Street near the DPW barn and cemetery. Mr. McGown explained he will put it on the list. He estimates the streets listed will cost between \$1.5 and \$1.7 million so there is a small amount remaining if pricing does not change. Selectman Devault asked for Greely Street to be added. Mr. McGown explained the contract was awarded and the road resurfacing project will begin tomorrow the sidewalks have already been removed. It is currently underway. Selectman Kobus asked about a masterplan for road resurfacing, he is curious of an overall view, and the conditions of the roads in town. Is there a plan showing the resurfacing that have been completed the last 5 to 10 years. What percentage have been completed. Mr. McGown explained a lot of streets have been completed, but only one or two streets were able to be completed annually because the projects depended on the Chapter 70 funding, which wasn't a lot of money. Chairman Kerrigan agreed explained the state funded about \$340,000 annually with the landfill funding the town is able to spend 5 to 7 times that to get caught up and make progress with resurfacing. Selectman Boisoneau made a motion to accept the 2021

Road Resurfacing recommendations as presented. Selectman Devault seconded the motion. The vote was unanimous.

### **Administrative Business**

There was none.

### **Old & New Business**

#### Audit Firm Letter

Administrator Ward explained the current auditor Mr. Bill Fraher has chosen to retire but has sent a recommendation to hire Roselli, Clark & Associates to perform the annual financial audit. The firm has over sixty communities plus the same small government entities as clients to provide the specialized skills needed. They are willing to hold the pricing at \$36,000 for the first year, \$37,000 for the second year and \$38,000 for the third year of the contract. Selectman Boisoneau made a motion to accept the recommendation of Roselli, Clark & Associates as the towns auditing firm, entering into the three year contract as outlined. Selectman Kobus seconded the motion. The vote was unanimous.

#### Middle School MSBA Compliance Certification

Chairman Kerrigan reviewed the Clinton Middle School Feasibility Project eligibility period is from June 1, 2021 through July 1, 2021. The Massachusetts School Building Authority requires that the community agree to the guidelines for the program. The Superintendent is required to submit form back prior to July 1. He asked if the board had any question, explaining 74% of the project is reimbursed. Selectman Devault made a motion to approve the agreement of the guidelines set forth by the MSBA to participate in the renovation project for the Middle School. Selectman Boisoneau seconded the motion. Under Discussion: Selectman Kobus asked if there would be a conflict of interest for him, as an employee at the Middle School. Attorney Gibbons stated no there are no conflicts with this document. The vote was unanimous.

#### Superintendent of Public Works Landfill Salary

Chairman Kerrigan reviewed approval is required for payment to be made to the Superintendent of Public Works as part of the management agreement for the oversight of the Landfill Capping Project. Chairman Kerrigan reminded the board they had just set the agreement recently, the approval for payment is required annually. Administrator Ward agreed, he reviewed the board updated the agreement from the original one made in 2012. Each year the board will have to approve the payment, the parameters were set for FY21, FY22 & FY23 recently. Selectman Boisoneau made a motion to authorize approval of payment to the Superintendent of Public Works as agreed to in the Landfill

Capping Project agreement. Selectman Devault seconded the motion. The vote was unanimous.

### **Committee Reports**

There were none.

Chairman Kerrigan explained the board will enter into Executive Sessions and not return to an open meeting, the next meeting scheduled for July, he asked for the date that works best for the board members the 7th or 14th. The board agreed the next meeting will be held on July 7, 2021 and will include the Police Chief Interviews for appointment and review of the end of year transfers. The board will enter into Executive Session under article 6 for discussion of the Landfill Property Access Negotiations. Roll Call Vote: Selectman Boisoneau "aye", Selectman Devault "aye", Selectman Perusse "aye", Selectman Kobus" aye", Chairman Kerrigan "aye".

### **Executive Session Article3 Town Accountant Contract 8:09 PM -8:49 PM**

Selectman Devault made a motion to adjourn the meeting at 8:50PM. Selectman Boisoneau seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero

Executive Assistant to the Clinton Board of Selectmen/Town Administrator