

**Selectmen Meeting
Minute
August 11, 2021**

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

Public Comment

Mr. Michael Dziokonski of 183 Berlin Street was before the board. He began by congratulating Ms. Perusse on her election. He explained he was before the board to speak on few things briefly. One is regarding the appointing of a group to work on Memorial Day celebration, sadly all of the previous planners that worked on the committee are no longer available. He and the Veterans Agent Mr. Bailey are the only ones left to work on event. It is his recommendation to solicit participants from Veterans Groups and the population at large to help organize and work on event. He explained the second discussion is on the High Street renovation project he has received nothing but positive comments and even an e-mail from Peter Wong. Mr. Wong served on the downtown steering committee which had input in planning the project. The project has come out beautifully. He is aware the town approved at Town Meeting ancillary funding of \$100,000.00 to be used to maintain the downtown and for Christmas lights, flags and banners. It is his recommendation to resume the committee to begin plans for the Christmas lights. How it all began was the board said Mike why don't you do something about Christmas lighting, and \$4.5 million dollars later here we are. Mr. Wong expressed he is proud of the process and he agreed. Christmas is not that far away and plans should be underway. He explained that is his recommendation to the board.

Veterans Agent Brendan Bailey was before the board. Mr. Bailey reviewed he was before the board to address a new program being introduced by the state allowing Veterans to participate in the Tax Rebate Program. At this time the town runs a tax rebate program for the seniors to participate. This program will run similar with an amount approved at town meeting. Currently the seniors are abated \$750.00 to participate in the program. The rate will have to be set for the Veterans participation. He reviewed it can be set at \$1500.00 or the same amount as seniors \$750.00. Mr. Bailey explained he wanted to make the board aware this program is coming in FY23, if board members have any questions please e-mail him.

Review of Minutes

The board received minutes from July 7, 2021 Selectmen's meeting for review and approval. Selectman Boisoneau made a motion to approve minutes as presented. Selectman Kobus seconded the motion. The vote was unanimous.

Board of Health – COVID 19 update

Chairman of the Board of Health Steve Lipka was before the board with an update. Mr. Lipka explained he wanted to provide the board with a brief overview of the community status. Currently there are nine cases being monitored in town. At this time the recommendation is to follow the state guidelines of unvaccinated or at high risk with a weakened immunity to wear facemasks. The community rating is still in the green. The vaccination rate in the community is at 70% for residents 12 years old and older. As for vaccinations that's going great. Selectman Perusse asked how often cases are reported. Mr. Lipka explained every day the department receives a report from the state. Selectman Boisoneau stated he agrees the state guidance should be followed at this time that is a good idea. Mr. Lipka agreed explaining it has been a tough 18 months and businesses are back up and running, he isn't in favor of closing anything. Chairman Kerrigan asked about upcoming town wide events planned for September, the Olde Home Day event and the Tribute Road Race are coming up fast. He explained he met with the Olde Home Day Committee last night and they are moving forward with plans, he knows the Tribute Road Race is planned and a ribbon cutting for the downtown. Mr. Lipka explained the events are planned with the understanding they are outside and plans need to be flexible. He knows meetings are scheduled for the Fall prior to the events. Mr. Lipka agreed decisions will have to be made prior to events he is scheduled to meet with the schools on August 23 prior to the start to review whether or not masks are needed. Chairman Kerrigan asked Mr. Lipka to keep in touch and thanked him for the updates.

Joint Meeting with the Library Board of Trustees- Vacancy Appointment

Chairman Kerrigan acknowledged the Library Board Trustees members in attendance explaining there is a vacancy appointment needed on the Library board and it is a joint appointment. At this time one candidate has submitted a letter of interest. Chairman of the Library Trustees Ms. Wendy Neil agreed and explained the Library Board had met prior to the Selectmen's meeting and are in unanimous support of the candidate, Mr. Jose Francisco Ramos-Lara. Mr. Ramos-Lara is a great candidate he has great community outreach and is bilingual. Mr. Kerrigan agreed he is a great candidate. Library Trustees Chair Ms. Neil nominated Mr. Jose Francisco Ramos-Lara to fill the remainder of the term of the library trustee vacancy. Chairman Kerrigan conducted a Roll Call Vote: Trustee Neil "aye", Trustee Grady "aye", Trustee Parkinson "aye", Trustee Nugent "aye", Trustee Laganelli "aye", Selectman Perusse "aye", Selectman Boisoneau "aye", Selectman Kobus "aye" and Chairman "aye". Chairman Kerrigan congratulated Mr. Ramos-Lara.

Clinton Housing Authority Tenant Board Member Appointment

Chairman Kerrigan explained there is a vacancy to the Housing Authority Tenant board, the Town Clerk has served the Selectmen notice under the new law it is required to make an appointment by August 13, Friday. A list of candidates submitted a completed form and/or letter of interest. Candidates were also invited to attend the meeting and express their interest. Chairman Kerrigan invited attendees with interest to serve to come forward. Ms. Elayrel Jaquez of 47 Lakeside Avenue was before the board. Ms. Jaquez explained she resided in development at as a child around 6 years old, she left and now has returned about 15 years later at the age of 35. She is connected to the community, as a resident she is bilingual and has assisted the housing authority when translating has been needed. She is a member of the neighboring Church and active on the board.

Mr. Peter Bosire of Lakeside Avenue was before the board. Mr. Bosire explained he has been a resident for 7 years, he understands the place, he knows what is happening. He knows what the problems are and can help things, he can help fix the problems.

Ms. Diane Hisman of 85 Lakeside Avenue was before the board. Ms. Hisman explained she was a resident of the development as a child and returned to housing in 1997 with her family. She has served on the meeting residency board for 8 to 10 years.

Ms. Cynthia Walker of 7 Lakeside Avenue. Ms. Walker explained she received a call to solicit names of residents that wanted to serve on the board, so she decided to. She likes living in development and knows it is a good safe place to live. She know many residents that live in the other housing developments in town and is aware of them as well. All safe good places to live. She wants to keep the housing safe for people to live.

Chairman Kerrigan thanked all the candidates for their interest and attending the meeting. He explained the deadline for appointment is Friday and asked the board for nominations. Selectman Boisoeneau made a motion to nominate Ms. Elayrel Jaquez as the Housing Authority Tenet Board appointment. Selectman Perusse seconded the motion. The vote was unanimous.

FY21 Community Development Block Grant Application Public Hearing

Community & Economic Development Director Mr. Phil Duffy was before the board hosting a public hearing regarding the FY 21 CDBG application for public discussion. Mr. Duffy explained to the board a requirement to the grant is to host a public hearing for discussion on the application. He has had success with the grant program in the past, the funding has been used for commercial improvements and housing rehab. Funding was also used for small business assistance as part of the board's approval for businesses affected by the COVID. In 2018 grant funding supported the reconstruction of Walnut Street and housing rehabilitation program. With the 2021 application he would like to apply for funding to reconstruct Ash Street. The needed revitalization will qualify for funding. There are needed repairs to the driveway of the schools, this is one of the

busiest areas traveled in town. He will be reviewing the best options for improvements to the area, possibly new curbing but that may narrow the road way. CDBG funding has been used for improvements of Nelson Street, Walnut Street and Grove Street. Chairman Kerrigan opened the hearing for Public Comment in favor of the application moving forward with Ash Street Revitalization, there was none. He asked comment in opposition, there was none. He asked for questions from the board. Chairman Kerrigan asked about the funding request, it will be around \$300,000, what is the timeline. Mr. Duffy explained it will be an abbreviated timeline, the application is due in September, once he receives approval of the application, and he will work on budget and get that wrapped up then work together with an engineer. Chairman Kerrigan agreed this is a heavily traveled area of town. Selectman Boitoneau explained there have been water issues in that area in the past. Chairman Kerrigan agreed explaining there needs to be some relief to that issue and attention to the area, he explained anything needed from the board let them know.

Continuation of Supplement Commercial Improvement Program

Mr. Duffy explained the board established the program in 2019 and it has been successful in expending \$29,542 dollars of the \$30,000 approved. Due to the success of the program he is seeking the board's approval to continue the program and add an additional \$20,000 to replenish funding. This program has been used by businesses to restore their storefront or replenish the signage at businesses. Many downtown businesses have utilized the program like Sunrise Boutique, Simpleman Saloon, Old Timers, Zaytoon and soon to be completed Philbin & O'Neil Law Offices. Selectman Kobus asked if the CDBG funding is used to supplement the SCI program. Mr. Duffy explained yes the request is to approve an additional \$20,000 to allow business use up to \$3,000 for improvement to signs and façade. Selectman Kobus made a motion to approve the request to replenish \$20,000 in funding to the Supplementary Commercial Improvement Program. Selectman Boitoneau seconded the motion. Under Discussion: Chairman Kerrigan stated this will complement the downtown make over, keep things moving in the right direction overtime, perhaps it will inspire a neighbor to pursue once they see what other have done. The vote was unanimous.

Historical Marker for Germantown Section of Clinton

Chairman Kerrigan reviewed the Germantown Historical Preservation Project Committee with assistance from the Clinton Historical Society produced a book. With the funds generated from the sales of the book they have created a historical marker commemorating the settlement of German immigrants in that area starting around 1860. Mr. David Dunn, Mr. Allen Mueller, Mr. Bob Latini, Mr. Bob Krantz and Mr. Terry Ingano were in attendance of the meeting to discuss the request. Mr. Dunn & Mr. Mueller were before the board to discuss. Mr. Dunn thanked all the participants for their assistance in making this happen. He explained it has been a long project and they are happy to be

pursuing the approval for the marker to be placed. Mr. Latini shared the marker with the board so they could see it. Mr. Ingano stated this is a great project and feels it would be a great opportunity for all the neighborhood to be recognized. There was no cost to the town to create the signage. Chairman Kerrigan explained he had spoken about doing this when the town was working on the wayfinding signs. There is tremendous neighborhood pride and it is important to recognize. Selectman Perusse asked if the property owner has been notified where the sign will be installed, it would be a courtesy to provide notice. Selectman Kobus made a motion to approve the placement of the Germantown historical marker at the location discussed with approval of the residents whose property it abuts, DPW and the committee. Selectman Boisoeneau seconded the motion. The vote was unanimous. Mr. Dunn explained he would be happy to work with other neighborhoods to establish neighborhood markers. Chairman Kerrigan explained he would like to see that, he will be in touch. Mr. Mueller shared from the book.

Entertainment License Public Hearing – 89 Parker Street

Chairman Kerrigan invited representative from KRD growers forward for discussion on the license application. Mr. Dereck Armstrong of 16 Cindy Drive Hooksett, NH. Mr. Armstrong explained they would like to host events to include food trucks, car shows and live bands. Chairman Kerrigan opened the hearing for Public Comment in favor of the application, there was none. He asked comment in opposition, there was none. He asked for questions from the board. Selectman Boisoeneau explained there area has a heavy amount of traffic, the warehouse truck traffic. He explained the applicant should check with the Planning Board and Police and Fire departments. The neighbors should be addressed as well. Selectman Perusse asked if they are planning to have long term events or just events in the summertime. Mr. Armstrong explained he is aware it is a busy truck area it seems to have slowed down and there have been new sidewalks installed on the street and they have worked with the neighbors. They have redone a wall on Parker Road near their parking lot. They have worked with numerous neighbors and explained a food truck event may be coming. Selectman Kobus made a motion based upon any feedback from the Planning Board or the Board of Health to approve the request. Chairman Kerrigan reviewed he doesn't want to move forward without Town Counsel. He is aware the CCC is making concerned efforts to review events and what is allowed. He is aware 85% in attendance have to be above 21. Mr. Armstrong explained he is aware there are no regulations yet. Selectman Boisoeneau explained the board will continue review at the next meeting. Selectman Kobus explained similar businesses have hosted similar events in Berlin, perhaps provide a visual map for areas to be used. Administrator Ward reviewed the board will gather more information for the next meeting, the applicant can speak with the neighbors. He explained he will notify neighbors before the next meeting.

Administrative Business

One Day Liquor License Olde Home Day

Chairman Kerrigan explained the board received an application from Clinton Olde Home Days to host a One Day Permit for the auditorium and the outdoor service area in conjunction with an upcoming event to be held on September 10 & 11, 2021. Selectman Kobus made a motion to approve the request for One Day Permit as presented for September 10 & 11, 2021 to be used at event. Selectman Boisoneau seconded the motion. Under Discussion: Chairman Kerrigan explained he is nervous about the event taking place in the town hall auditorium on September 10, 2021, he asked the vote be amended to include Board of Health approval for indoor event. Selectman Kobus amended approval for the One Day Permits for OHD to be held on September 10 & 11, 2021 to include Board of Health approval for indoor auditorium use for event. Selectman Boisoneau seconded the motion. The vote was unanimous.

Water/Sewer/Trash Abatements

Chairman Kerrigan reviewed Superintendent McGown submitted a list of abatements in the amount of \$6523.43 from the last billing cycle for the boards review and approval. Selectman Boisoneau made a motion to approve the Water/Sewer/Trash abatements in the amount of \$6523.43 as presented. Selectman Kobus seconded the motion. The vote was unanimous.

Old & New Business

Walnut Street Closure

Chairman Kerrigan reviewed the board has received a request from Cocoran House to close Walnut Street from the corner of Walnut and Church Street to the municipal parking lot entrance to host an Block Party BBQ for their residents on September 1, 2021 from 4:00PM to 7:00PM. Selectman Kobus made a motion to approve the request for Walnut Street closure on September as requested by the Cocoran House with Board of Health approval and notice to Police and Fire Departments. Selectman Perusse seconded the motion. The vote was unanimous.

JustinCredible Cannabis Cultivation

Chairman Kerrigan reviewed the Solicitor has completed a draft Host Community Agreement with JustinCredibles Cannabis Cultivation to be used at 99 Green Street in Clinton. Selectman Boisoneau made a motion to accept the host agreement for JustinCredibles Cannabis Cultivation as presented. Selectman Boisoneau seconded the motion. The vote was unanimous.

Olde Home Day Petty Cash Request

Chairman Kerrigan explained the board has received the annual request for a \$1200.00 petty cash expense be approved for the OHD Committee to be used to set up the cash boxes for the event Friday and Saturday September 10 & 11, 2021. Selectman Boissoneau made a motion to approve the request made by OHD for \$1200.00 in petty cash expense to be used for the upcoming event as presented. Selectman Kobus seconded the motion. The vote was unanimous.

Traffic Committee Recommendations Update

Fire Gate Rodgers Field Way

Chairman Kerrigan explained Selectman Kobus requested follow up to the recent issues addressed by the Traffic Committee. Selectman Kobus asked for follow up on the timeline for the fire gate to be installed at Rodgers Field Way. Superintendent of Public Works Chris McGown was before the board, he explained he isn't clear on the expectation for the gate. He anticipates it will block traffic, he needs to work with National Grid regarding the lock on the gate along with speaking to the subcontractor who plows there and uses the area for a turn around. It is not a long process to complete. Selectman Kobus explained the gate would be used to block people from parking there. Mr. McGown explained there is a Conservation Restriction on the property, restricting motorized vehicles in the area. People do walk down there he has recently participated in cleaning up the area, there is a trash problem but last year it was worse.

Radar Signs Data Collection

Superintendent McGown reviewed the current radar speed signs do not collect data, they do not have that technology. He explained he is willing to purchase the signs that have this feature but the funding needs to be appropriated. Selectman Kobus explained he has reviewed and the cost is under \$1000.00 and the data collected can be beneficial. Chairman Kerrigan asked what will be done with the data. Mr. McGown explained he will meet with the Police Chief to review. Selectman Kobus explained the town of Lancaster takes a look at the data and analyses the window of elevated speeding and adjusts enforcement accordingly. Chairman Kerrigan explained the Traffic Committee can review and they are planning to meet with Department Heads quarterly so they can discuss with Police Chief. Administrator Ward explained he has spoken with Chief Coyne who indicated the data would be valuable determining times of speeding in certain areas. Selectman Kobus agreed it would be valuable to have the data for the area near Savage Field, this is a well populated area when games are scheduled and people are crossing the street in the area. Selectman Perusse asked about the signs are they permanent or portable. Administrator Ward reviewed the Police have a portable unit on wheels but it requires a location that can accommodate its size, it may narrow the road way. The board agreed to review with Chief Coyne and plan on funding at the next budget season.

2021 Road Projects Contractor Bid Award to P.J. Keating for \$1,182, 725.00

Chairman Kerrigan explained as an oversight he missed the review of the road project approval. Superintendent McGown explained he recommends the 2021 Road Project bid award go to P.J. Keating in the amount of \$1,182,725.00. This company has done work in town before, the roads on the list are Franklin, Oak, Summit, Flagg Street. He explained there were 5 bids received and the two low bids were P.J. Keating and Lazaro Paving. There are 6 streets on the list to be completed. Selectman Boisoneau asked if the work will begin in the fall. Mr. McGown explained yes. Selectman Kobus asked for the streets to be done. Mr. McGown explained Front, Winter, Cedar, Hill, Forrest have been approved at prior meeting. Chairman Kerrigan explained the board received some feedback regarding the Greely Street project, he asked if there is any way to get more information out regarding a project to the residents in the area prior to the project being in process. Mr. McGown explained the department can always get notice out to the neighborhood and get input and feedback from the residents. He stated if there are 10 residents with a request he cannot always meet the request on every street project. The costs can be impacted by the requests and the funding is typically limited to grants or Chapter 70. Typically a lot of planning is done years in advance of a project starting to prepare. Chairman Kerrigan explained he understands it would not be a negotiation, the budget is set and tax dollars are not used. Mr. McGown reviewed a public hearing can be held and mailing can be sent out to the neighbors. Selectman Perusse asked if the sidewalks on Cedar will have a granite curbing. There are a lot of unknowns with the projects. She reviewed if the residents were made aware of what is to come it would be helpful. Notification to residents regarding the project and the timeline. Mr. McGown reviewed he can provide notice and information on the projects to the residents but may not have an exact timeline until 2 weeks before a project is started. This is dictated by the contractor so he wouldn't have the means to get information out to residents until the contractor were to decide. Selectman Perusse asked for a letter with the general information an overview of the project and a projected timeline would be helpful. Mr. McGown agreed, the general information can be sent out, he is in favor of getting the notice out but a specific timeline may not be available. It is out of his control and may vary by project and contractor pending circumstance. Selectman Kobus asked if these streets are to be completed by July. Mr. McGown explained yes and a letter can be sent out. Chairman Kerrigan explained he doesn't want to add a level of complexity, if the information is unknown if contractor hasn't sent it out to the town a timeline may not be available. Selectman Boisoneau made a motion to approve the 2021 Road Project bid award go to P.J. Keating in the amount of \$1,182,725.00 as recommended by Superintendent McGown. Selectman Kobus seconded the motion. The vote is unanimous.

Assistant Town Administrator

Chairman Kerrigan reviewed this was put on by Selectman Devault but he had a conflict and had to leave the meeting. The Assistant Town Administrator position has received funding at the ATM and the next steps are to create a job description which has been recommended to the Government Affairs Committee. Administrator Ward reviewed the job description should be created and the position sent to the Personnel Board to be classified and then the search for candidates can begin. He explained any committee can give input on the job description, it is what the board thinks the position should be doing. Administrator Ward explained he hoped to be involved in the discussion along with HR. Chairman Kerrigan reviewed he will call a Government Affairs Committee meeting to get started. He requested if members have input please share with Town Administrator Ward and himself.

Tribute Road Race Route Approval

Chairman Kerrigan reviewed the board has received notice of the Tribute Road Race that will be hosted by the Clinton Athletic Boosters Association on September 4, 2021. They are seeking approval of the route pending cooperation of the Police Department on road closures needed. Police Chief Coyne is aware of the event. Selectman Boisoneau made a motion to approve the Tribute Road Race route as presented pending approval by the Police Department. Selectman Kobus seconded the motion. The vote was unanimous.

Goals & Objectives

Chairman Kerrigan reviewed he appreciated the input received from Mr. Dziokonski and will revive the Downtown Steering Committee to review the funding approved for the maintenance and programming it was purposed for. Selectman Kobus asked if the programming and maintenance will cover the downtown year round maintenance including Christmas. Chairman Kerrigan agreed it is purposed for the entire year.

Committee Reports

Selectman Boisoneau reviewed the Tax Title Properties Committee has received notice the Town Treasurer over the last 90 days has received approximately \$80,000.00 in taxes owed. Now that the courts are opening back up the funding is being collected.

The meetings will be held on September 8 & 22, 2021. Administrator Ward agreed these dates will work he is unaware of any deadlines pending approval needed prior.

Selectman Boisoneau made a motion to adjourn the meeting at 8:15PM. Selectman Kobus seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero
Executive Assistant to the Clinton Board of Selectmen/Town Administrator