

**Selectmen Meeting  
Minutes  
March 18, 2020**

Chairman Connolly, Selectman Boisoneau, Selectman Devault, Selectman Dziokonski., Selectman Kerrigan were in attendance. Attendee was Town Administrator Ward. Chairman Connolly opened the meeting at 7:00PM.

**Public Comment**

Jeffrey Swann Franklin Street read a prepared statement regarding the town's response and mitigation to the coronavirus pandemic. He made the recommendation that a local hotline be established for all residents to call with questions or concern.

**Review of Minutes**

The board received minutes from March 4, 2020 Selectmen's meeting for review and approval. Selectman Kerrigan made a motion to approve minutes as presented. Selectman Dziokonski seconded the motion. The vote was unanimous.

**Steve Lipka- Board of Health COVID 19 Coronavirus Update**

Chairman Connolly invited the Chairman of the Board of Health forward for discussion regarding the response to the COVID-19 Coronavirus. Mr. Lipka explained he was before the board to provide an update, this is a constant changing event. He reviewed the town has been following all of Governor Bakers guidelines, the local restaurants and bars are closed, there are to be no more than 25 people at a gathering and social distance practices are in order. He worked together with Administrator Ward and Chairman Connolly to close the town buildings to the public, these buildings include town hall, Park & Recreation building, Senior Center and the Library. He also recommends no use of the playgrounds they are not sanitized, and no group organization activities at the ballfields. As explained things are changing daily and they are trying to stay ahead of it. The department has contacted all the retail stores including Supermarkets sharing educational information on sanitizing and disinfecting, they will be monitored. The town website will be updated daily with current information regarding the conditions in town. At this time he feels the town is in good shape. The Governor has ordered day care centers closed as of Monday. As explained things change quickly and decisions need to be made. Chairman Connolly thanked Mr. Lipka for the update and expressed his appreciation of the support and collaboration of the Board of Health. Selectman Kerrigan made a motion to support the decision made by the Board of Health to close the public buildings to the public until further notice. Selectman Boisoneau seconded the motion. Under Discussion: Selectman Dziokonski explained he is in favor of the closure of the public

buildings and aware the schools are closed as well. He reviewed it is his impression the town hall typically has the public trickle in and out, he has never seen a line of people in the building. He has mixed feelings regarding the public not being able to interact with public employees. Selectman Kerrigan stated to continue to keep government open preventative measures need to take, this is advised from the state and surrounding towns. Selectman Devault agreed explaining he endorses the buildings being closed but employees expose themselves by going out to the Supermarkets, the staffing should remain the same, the department heads need to have project work to be completed. Chairman Connolly explained the suspected observation is, it will be worse before it will be better, the Governors next guideline is to shelter in place, and this is a short term measure. Mr. Lipka explained if one person has contracted the virus all the employees exposed are at risk, this is a safe move. Selectman Kerrigan asked if there is a continuation plan in place for services. Administrator Ward explained he sent out a request to Department Heads last week asking for plan for each office. A drop box will be accessible for tax payments and other correspondence to the offices in the building. There is signage posted out front with contact information for all of the departments and work can continue through the use of e-mail and telephone. Mr. Lipka explained things are moving fast and decisions need to be made. Selectman Devault asked if the decisions can be posted on the webpage. Selectman Dziokonski asked if the all call can go out to residents to inform them with updates. Administrator Ward explained yes that is one form of notification. Chairman Connolly reviewed the Board of Health has closed the town facilities to the public, he asked for the vote, the vote of the board was unanimous. Thomas Bonci, Health Agent was before the board to update regarding the pandemic. The Town Nurse Lorraine Caouette receives a call daily from the Department of Public Health at this time there are no cases in Clinton. The town is part of the Montachusett Health Network, there is hotline available for any questions a public health nurse is available. There are 13 towns in the network. There are doctors available for consultation by calling as well. At this time, the information will be posted daily on the website. Chairman Connolly explained things are rapidly evolving quickly, the board should authorize the Town Administrator to work with the Chairman and Town Counsel on whatever action is required for administrative action, like the implementation of the state guidelines. Selectman Kerrigan made a motion to authorize Administrator Ward to collaborate with Chairman Connolly and Solicitor Gibbons on making decisions on behalf of the board, regarding the pandemic. Selectman Dziokonski seconded the motion. Under Discussion: Chairman Connolly stated it is important to react immediately, any action taken the board will be notified. Selectman Devault stated he isn't opposed to this with the understanding anything addressed will be reviewed by the board at the next meeting. The vote was unanimous. Chairman Connolly explained he would like the board to hold weekly meetings. Selectman Kerrigan explained Governor Baker modified the open meeting law to accommodate the guidelines set for public gatherings, the meeting

should include access to the public through live stream and public comment through conference calls. Chairman Connolly asked Administrator Ward to review. Administrator Ward reviewed there are a lot of solutions he will find the one that best suits the town. Chairman Connolly asked if Selectman Kerrigan will assist Administrator Ward with public announcements and communications on behalf of the board. Selectman Kerrigan agrees to assist explaining he will speak with Town Counsel on the social media piece of it. Discussion continued regarding all public meetings of the board should be held in the chamber room allowing for the streaming to continue and public access and participation to be remote. Selectman Kerrigan agreed with today's technologies there is no need to shut anything down. Chairman Connolly explained he wanted to be clear all town employees are expected to report to work which includes the Library, if an employee is ill or has concerns they are eligible to take sick leave. The school department is accommodating by providing work packet booklets to the students and are creating virtual class rooms as needed. The board asked Administrator Ward about remote access for town employees. Administrator Ward explained certain department heads are able to remote in. The board encouraged that all employees be given remote access to allow for the flexibility of working remotely. Administrator Ward reviewed he will ensure all are able to have remote access, the access will be limited to screen connect for the employees computer. Allowing the ability to process forms and paperwork. This will be beneficial for the financial departments, there are essential services that must continue like payroll and the collection of taxes. Selectman Kerrigan urged Administrator Ward to look into this now. Selectman Devault reviewed at the Department Head meeting held earlier in the day it was reported different departments presented proposals to have a temporary reduction in staffing, this isn't in line with the current discussion, all should be reporting to work. Administrator Ward explained all department heads reported to a meeting with the Board of Health to address what the needs are in the department. The biggest needs are for the first responders, is protective gear. Some departments are staggering the employees, the Library closed and the Park & Recreation are staggering coverage of the office. The DPW is staggering not all the employees are working together. The Building Department has a drop box and the Collectors Office has a drop box available. Selectman Devault asked if these measures are necessary at this time. He isn't opposed to the reduction in staff but there are typically only 3 or 4 DPW employee's on jobsite at one time, what is the benefit of alternating groups. When the town hall building is closed, the staff remains the same. The direction in the motion the board made is to have all Department Heads utilize the workforce, if there are projects to be completed, have them done in small groups, there is no benefit to reducing staff at this time. Chairman Connolly explained the Administrator can execute if necessary. Selectman Dziokonski agreed explaining there has to be a contingency plan. Chairman Connolly agreed explaining this is the Administrators responsibility as things evolve the plan will also, all town employees are to report to work.

## **Fiscal Year 2021 Budget Hearings**

Chairman Connolly reviewed this discussion will be tabled until the next meeting.

### **Administrative Business**

#### *Feel Good Foundation*

Chairman Connolly reviewed the board received a request from the Feel Good Foundation to host a One Day All Alcohol Permit to be used in conjunction with an upcoming fundraising event to be held at Fuller Field on June 20, 2020 information regarding the event and organization was included with the request. Selectman Kerrigan made a motion to approve the request for One Day Permit as presented for the Feel Good Foundation event to be held on June 20, 2020 contingent upon the Fuller Field being reopened. Selectman Boisoeneau seconded the motion. The vote was unanimous.

### **Old & New Business**

#### 2018 Bicycles for Cancer Ride

Chairman Connolly explained this is an annual request made by the American Cancer Society for permission to allow participants in their annual bicycle ride fundraiser to travel through Clinton along Lancaster Road on Sunday, June 14, 2020. Selectman Dziokonski made a motion to approve the request as presented. Selectman Kerrigan seconded the motion. The vote was unanimous.

#### CDBG Grant Extension

Chairman Connolly reviewed the Director of Community and Economic Development has requested approval of grant extensions for the FY17 & FY 18 Community Development Block Grants. Selectman Kerrigan made a motion to authorize the extension for the FY17 & FY 18 Community Development Block Grants as presented. Selectman Dziokonski seconded the motion. The vote was unanimous.

#### Water & Sewer Abatement Request

Administrator Ward reviewed Mr. Peter Wong has requested a water abatement on his commercial property where a leak went unnoticed. The average bill is approximately \$100.00 this bill was \$2000.00. The repair has been made and the request is before the board because the property is a commercial one. Chairman Connolly explained the owner gave a detailed description regarding the request, with the explanation of varying tenants and the leak being unnoticed. Selectman Dziokonski made a motion to approve the abatement as requested. Selectman Kerrigan seconded the motion. Under Discussion: Selectman Kerrigan asked if the request is for the normal amount to be paid. Administrator Ward reviewed he will contact the DPW Superintendent for the recommendation on the amount. The vote was unanimous.

### Community Needs Assessment Consultant Proposal

Community & Economic Development Director Phil Duffy was before the board with a proposal to use economic development funds in his office for a consultant to assist the Surplus Property Subcommittee. He explained this will allow for the town to understand the community need for use of these buildings. Selectman Boisoeneau made a motion to approve the proposal as presented not using tax payer money, it will be the Community Development funding. Selectman Dziokonski seconded the motion. Under Discussion: Selectman Kerrigan asked what the timeline for the process. Mr. Duffy explained about 6 months, he will work with the Surplus Property Subcommittee to set parameters. Selectman Devault explained he isn't opposed to the proposal but does not want to slow the process. Mr. Duffy explained it should go quickly. The vote was unanimous.

### KRD Growers Cannabis Control Commission Compliance Letter

Administrator Ward reviewed there was a typo on the agenda, the discussion is the review of the Cannabis Control Commissions Compliance Letter approval for KRD Growers of 99 Parker Street. He explained the board has completed the process for TYCA Green and Liberty Compassion. Part of the Permitting process is to have the town certify the applicant is in good standing with the town. Administrator Ward stated he works with Solicitor Gibbons checking in with all departments, that all requirements have been satisfied and are in compliance with the local statues. The next step in the process is a hearing before the CCC, they anticipate to have approval and open for retail by the summer. He asked board members for input or if there is any opposition from the board. There was none.

### CHS Class of 2020 Senior Yearbook Donation Request

Chairman Connolly reviewed the board received a donation request from the CHS Class of 2020 to support the yearbook. Selectman Dziokonski made a motion to approve a donation in the same amount as prior years. Selectman Kerrigan seconded the motion. The vote was unanimous.

### Scholarship & Enrichment Foundation Donation Request

Chairman Connolly reviewed the board received a donation request from the Scholarship & Enrichment Foundation to support the scholarships to local high school students. Selectman Kerrigan made a motion to approve a donation in the same amount as prior years. Selectman Dziokonski seconded the motion. The vote was unanimous.

### CHS Friends of Drama Donation Request

Chairman Connolly explained the board has received a request for support of the upcoming 2020 production to be held in April, although it may be delayed or cancelled

with the pandemic. Selectman Dziokonski made a motion to approve a donation as the same as in prior years. Selectman Kerrigan seconded the motion. The vote was unanimous.

### **Old & New Business Continued**

#### Steeple from the Clinton Spanish Seventh-day Adventist Church

Chairman Connolly explained he has a long standing concern regarding the steeple that has been in temporary storage from the neighboring church. He explained this has been in storage for a long term, the fencing around it is unsightly and the town has one of the prettiest commons around, this takes away from it. He asked for the boards support to ask the Building Inspector working with the Town Administrator and Community & Economic Development Director to ask the church to relocate the steeple. Selectman Boisoneau explained he is aware the Building Inspector along with the Facility Director have been working with the church and a container has been delivered to begin disposing of the steeple, it is unsure if this has any connection to the water issues in the lower level of the town hall.

#### Upcoming Town Election

Selectman Dziokonski announced he is not seeking re-election, he has served for many terms and decided he isn't going to seek re-election. Selectman Kerrigan explained he is seeking re-election. Chairman Connolly encouraged residents with interest to seek election, he wished Selectman Kerrigan success in retaining the seat. Chairman Connolly thanked Selectman Dziokonski for his service on the board, he stated he appreciated the support, direction and guidance he has provided.

#### Old Fire Station Building Update

Selectman Devault explained he attended a recent School Committee meeting to discuss the transferring of the building to the Selectmen. It was a good discussion, they seem to be in favor of it but wanted more information on what would be allowed there under the current Zoning Bylaws. Administrator Ward reviewed he has been approached by Dr. Meyers and recommended he contact the Building Inspector and Economic Development Director to inquire. He hasn't heard any follow up. Selectman Devault reviewed it was his impression if they are satisfied with the zoning bylaws they can move forward.

### **Committee Reports**

There were none.

Chairman Connolly explained will enter into Executive Session under Article 3 for Fire Union Negotiation Discussion and will not return to open meeting. Roll Call Vote:

Selectman Boisoneau “aye”, Selectman Devault “aye”, Selectman Dziokonski “aye”, Selectman Kerrigan” aye”, Chairman Connolly “aye”.

**Executive Session Article 3 Fire Union Negotiations 8:35PM -9:03 PM**

Chairman Connolly explained the board will no return to open session.

Selectman Kerrigan made a motion to adjourn the meeting at 9:04PM. Selectman Boisoneau seconded the motion. The vote was unanimous.

Meeting Adjourned,

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