

**Selectmen Meeting
Minutes
April 8, 2020**

Chairman Connolly, Selectman Boisoneau, and Selectman Dziokonski were present. Selectmen Kerrigan tele conferenced into meeting. Selectman Devault was absent. Town Administrator Ward and Solicitor Gibbons were attendees. Chairman Connolly opened the meeting at 7:00PM.

Chairman Connolly opened the meeting at 7:02PM. He thanked Representative Harold Naughton for all of his service to the community. He explained Rep. Naughton announced he will not be seeking re-election, he was on the opposite of the political spectrum of Rep Naughton but he was always willing to listen.

Public Comment

Chairman Connolly explained Public Comment is being accepted by phone, please call in or e-mail. He reviewed Mr. Jeff Swann of 132 Franklin Street submitted comment by e-mail. He read statement, Mr. Swann commended the board and the work of Community Television Coordinator Eleston Simmons on providing coverage of the meeting through live stream where the Governor's guidelines do not allow for the public to attend meetings. He applauds the board for all of their efforts, he explained he has concerns the hyperlinks posted on the agenda are not active. He explained if a person wants to connect they have to manually type the 55 character address to connect to the link to stream the meeting. The board thanked him for the comment.

Steve Lipka – Board of Health Chair

Chairman Connolly invited Mr. Lipka forward for discussion.

Covid 19 Corona Virus Update

Mr. Lipka was before the board to bring them up to date on the status of the Covid 19 coronavirus, he explained to date there are 25 cases in the community 18 active and 7 out of quarantine, 3 more will clear tomorrow. It is predicted to peak in the coming week but quiet so far. The Public Health Nurse has become full time to track the patients in the community. She is working 4 hours on Saturday and Sundays. The Montachusett Health Network is paying the salary for the extra 24 hours. The School nurses are providing assistance, and have received training from Naven. The Governors orders seem to change daily. Selectman Boisoneau stated the Board of Health is doing a great job.

Board of Health FY 2021 Budget Review

Mr. Lipkas reviewed the department has a lean budget, he anticipates aid the second half of the year. They have gone through about 70% of the supplies they had, masks, gloves and hand sanitizer. They are running low and have ordered some from the Montachusett Health Network but are unaware as to when they will be delivered. He is

requesting an additional \$5000.00 to replenish the supplies that have been used. The budget request for the department is the same as prior years with the exception of a \$500.00 increase to cover costs for sharps disposal. There has been an increase in the amount disposed of, this service is widely used in the community. Selectman Dziokonski asked about the additional cost for the purchase of supplies, will \$5000.00 be enough to cover the need. Mr. Lipka explained at this time the cost for supplies has tripled he plans to wait and reorder in the fall anticipating the cost will be more affordable. Chairman Connolly thanked the Mr. Lipka for the review. He also thanked the Board of Health staff and board members for working hard and keeping Clinton safe.

Brendan Bailey- Director of Veteran Services

Chairman Connolly invited Mr. Bailey forward for discussion.

Veterans Department FY2021 Budget Review

Mr. Bailey was before the board to review the departmental budget request for FY21. He explained \$220,000.00 is budgeted for benefits, this has been the same amount for the past 5 years. He has returned \$20,000 that had been unused. He explained he would like to keep the benefit amount at \$220,000.00 with the response to the Covid 19 and many companies laying off employees. He anticipates there may be more requests for benefits. He reviewed he would request to keep the miscellaneous funding and the Memorial Day Parade funding the same. He explained to the board he is aware the War Memorial Monument out in front of the building has recently been refurbished, he has received requests from residents to add about 6 or 7 names that are missing. He understands this was recently completed but the requests have been made since the completion. He also has received requests to establish a Gulf War monument, he has started to research this request and hopes to have something completed within the next few years. At this time he cannot move forward but intends to continue researching.

Memorial Day Parade

Mr. Bailey explained he had been speaking with Selectman Dziokonski and Administrator Ward earlier in the week regarding the upcoming Memorial Day event. With the uncertainty of what the status of the Covid 19 corona virus will present at the time, and if that state will remove the ban on holding large gatherings, it was discussed to host the event inside with the speakers to recognize the day. He would include the High School valedictorian and the guest speakers and have it live streamed for the public. This would allow recognition of the day as allowed. He asked if the board had any input on how to proceed. Chairman Connolly agreed this would be the best course of action pending the circumstances, there should be a contingency plan in place, as of now the large gathering restriction is until May 4. Selectman Dziokonski explained he wouldn't be surprised if the order were to be changed until May 31st. Selectman Boisoneau agreed explaining it is important to have a plan to fall back on, just in case. Selectman Dziokonski explained he will work together with Mr. Bailey and Mr. Harold Vanasse to create a contingency plan. The board thanked Mr. Bailey.

Phil Duffy-Director of Community & Economic Development

Chairman Connolly invited Mr. Duffy forward for discussion.

FY 17 CDBG Grant Amendment for Micro Enterprise Business Assistance

Mr. Duffy reviewed with the board the continuation of the discussion on an amendment to the FY17 CDBG Grant, to create a Micro Enterprise Business Assistance program, in the amount of \$100,000. He hosted a public hearing as required and now the board's authorization is required. He reviewed \$75,000 will be used to assist businesses and \$25,000 will be used for administrative costs. Qualifying businesses will be eligible for a grant award up to \$15,000. Selectman Dziokonski asked about the funding to be used for administrative costs. Mr. Duffy explained he will hire a consultant to do the intake and tracking of the program over the next two years. Selectman Boisoneau asked if an outside consultant is being used to manage \$100,000. Mr. Duffy reviewed the funding source is HUD, so the reporting for the funding is heavily regulated. Selectman Dziokonski explained he had experience with working with Federal funding and is aware of the reporting necessary. Selectman Dziokonski made a motion to authorize the amendment to the FY17 CDBG to establish a Micro Enterprise Business Assistance Program as presented. Selectman Boisoneau seconded the motion. Under Discussion: Selectman Kerrigan stated these are extraordinary times and he thanked Mr. Duffy for keeping up with the times by providing assistance to businesses during these hard times, he pointed out how quickly the funds and programs were established to help businesses out. The vote was unanimous.

Covid -19 Small Business Resiliency Program- Loan Approval Authority

Mr. Duffy provided an update to the board on the Small Business Resiliency Loan Program, to date 10 application have been received, 4 approvals granted one requires further review. This was the first round of awards two additional applications received, three applications were ineligible by program guidelines. He has processed the approved applicants for checks which shall be ready as early as Friday. To keep the process in an expeditious way he recommends the board delegate the authority of approval to the Town Administrator. Selectman Dziokonski made a motion to authorize the Town Administrator approve the Small Business Resiliency Loan Program applications for loan awards. Selectman Boisoneau seconded the motion. Under Discussion: Administrator Ward explained the loan applications will be reviewed by a three person panel and then sent to him with a recommendation for action. The information will be passed on to the board, as Mr. Duffy explained this will allow for the applications to be expedited. The vote was unanimous. The board thanked Mr. Duffy.

FY 2021 Draft Budget Discussion

Chairman Connolly explained he would recommend the board table this discussion until the next meeting, when Selectman Devault will be available to participate. The board agreed. Administrator Ward explained this will provide the opportunity to have more information from the state, there may be a reduction to the local aid numbers. He explained he is unsure of what the reduction will be or if it will apply to the current

numbers or the proposed numbers, due to response to the crisis. The Legislature and Governor are working on this at this time. Chairman Connolly explained the review may also have to include the postponement of the Town Meeting and Town Election, if the numbers are unknown and limitations are still mandated on large group gatherings. Administrator Ward agreed explaining this Town Meeting date falls on June 1, which is early, legislation has been passed for relief to cities and towns to post pone Town Elections and Town Meeting as necessary. Town elections scheduled for April or May are eligible to be postponed. Town Meeting is under the jurisdiction of the Moderator and the Board, it may be wise to reschedule later in the month.

Administrative Business

Chairman Connolly explained there was no business at this time.

Old & New Business

VFW Post #523 Buddy Poppy Foundation

Chairman Connolly reviewed the board has received a request from the VFW Post #523 to conduct the annual Poopy drive on Saturday May 23rd. Administrator Ward reviewed they understand under the current state guidelines this event may not be possible if the guidelines are extended. Selectman Dziokonski made a motion to approve the request from the VFW Post #523 to host the Annual Poppy Drive as requested. Selectman Boisoneau seconded the motion. The vote was unanimous.

Mulberry Drive Water Tank Painting Contract

Chairman Connolly explained the Superintendent of Public Works is recommending awarding the Mulberry Water Tank painting contract to Marcel A. Payeur, Inc in the amount of \$347,626.00. Selectman Dziokonski made a motion to approve the recommendation to award the Mulberry Drive Water Tank contract to Marcel A. Payeur, Inc in the amount of \$347,626 as presented. Selectman Boisoneau seconded the motion. The vote was unanimous.

Surplus Police Vehicle to Facilities & Grounds Department

Administrator Ward reviewed the Facilities Director has requested the board's approval for a surplus vehicle from the Police Department be used by the Facility Department for use to transfer supplies for the department. Selectman Dziokonski made a motion to approve the request from the Facilities Director to have surplus Police Department vehicle be transferred to Facility Department for use. Selectman Boisoneau seconded the motion. The vote was unanimous.

Determination of Fire Engine Equipment Useful Life

Administrator Ward reviewed the bond council requires the board make a determination of how long use of the vehicle. This information is used to determine the length for borrowing. Fire Chief Lutes has estimated the life to be between 15 to 20 years. The

Town Treasurer explained 20 years is too long, his recommendation is 15 years. Selectman Dziokonski made a motion to support the equipment useful life for the fire engine equipment is 15 years. Selectman Boisoneau seconded the motion. The vote was unanimous.

Committee Reports

Cable Committee

Selectman Kerrigan stated he wanted to thank the public for staying involved during the state of emergency, the YouTube live looks good, he encouraged people to stay involved. Chairman Connolly thanked Selectman Kerrigan and the committee for all of their efforts during this time.

Goals & Objectives

There was no discussion.

Selectman Dziokonski made a motion to adjourn the meeting at 7:35PM. Selectman Boisoneau seconded the motion. The vote was unanimous.

Meeting Adjourned,

Joyce A. Corbosiero

Executive Assistant to the Clinton Board of Selectmen/Town Administrator