

**Selectmen Meeting**  
**Minute**  
**July 12, 2023**

Select Board Chair Mr. Kobus, Select Board member Mr. Devault, Select Board member Mr. Kerrigan and Select Board member Ms. Perusse, Select Board member Ms. Dickhaut were present. Attendees were Town Administrator Ward, Assistant Town Administrator Snell and Town Solicitor Gibbons.

Chair Mr. Kobus opened the meeting at 7:05PM.

**Public Comment**

Daniel Kloczkowski was before the board to discuss the “No Parking“ request on Catherine Street. He was not able to attend the Traffic Committee meeting. Chair Mr. Kobus explained there is not a hearing scheduled, this is part of a report from a recent Traffic Committee meeting. He explained he wanted to share his comments on the matter. He asked if the Select Board would approve the “No Parking” on Catherine Street as requested. Chair Mr. Kobus stated it is part of the agenda later in the meeting, there may be a vote regarding supporting the Traffic Committee recommendation. Mr. Kloczkowski reviewed the Assessors map he distributed to the board of Catherine Street, he went into an explanation of the area and the property owned by his son Benn Kloczkowski. He explained he is in the process of developing the property. He stated many of the neighbors do park in the road now, if they were to continue would they be ticketed every day. It has taken seven years since he purchased the property that he has been able to develop. He inherited a family feud and it has delayed the approval process for permitting and development. He is finally completing the single family home he has received approval to build. Mr. Kerrigan asked if he is opposed to the request to have no parking on Catherine Street. Mr. Kloczkowski stated if you can't park on the street, this will create a hardship for people who live there. Chair Mr. Kobus thanked him. Ms. Dickhaut asked if the Traffic Committee report is scheduled on the agenda later there should not be discussion at Public Comment. Chair Mr. Kobus explained he will entertain a motion to continue out of agenda order. Ms. Dickhaut made a motion to continue out of agenda order with the Traffic Committee report regarding Catherine Street. Mr. Devault seconded the motion. The vote was unanimous.

***Traffic Committee Report***

***Request for “No Parking” on Catherine Street***

Chair Mr. Kobus reviewed the Traffic Committee made no specific recommendation regarding this request. It was discussed and the Traffic Committee will be reviewing it further, the request was tabled and no decision made. Ms. Dickhaut asked if no action

was taken. Chair Mr. Kobus explained no action was taken, the Traffic Committee did not move forward with any recommendations at this time. He explained the Fire Chief and DPW Superintendent McGown will be reviewing. Mr. McGown explained the property is still under construction, vehicles are going in and out, and no decision will be made while the construction is going on. Ms. Perusse asked if other streets in town have a ban on parking. Mr. McGown explained no, many requests have been received but are not approved unless there is a safety issue. Mr. Kloczkowski asked for a copy of the reports once the Traffic Committee receives them. Chair Mr. Kobus explained he will give a copy of reports when received.

Ms. Lori Donini stated she requested the parking ban on the road. Explaining it is difficult to pull in and out of my driveway, it is a narrow street and it poses a safety issue. Chair Mr. Kobus explained the Chief of Police, Fire Chief and DPW Superintendent are all reviewing.

#### *Truck Traffic and Signage in Duck Harbor Area*

Chair Mr. Kobus reviewed Mr. Kerrigan was before the Traffic Committee inquiring about the truck exclusion signage posted to discuss truck traffic in the Duck Harbor Neighborhood and to express concern that the Town of Clinton did not petition MassDOT before installing "No Thru Trucks" signage recently in that area. He explained Town Solicitor Gibbons was in attendance of the meeting to advise the committee it was clear the Department of Transportation ruled any truck exclusion would not apply to the business at 179 Woodlawn Street. No action was taken at this time.

#### *Traffic Speed on Berlin Street at the Wilson Street Intersection*

Chair Mr. Kobus reviewed a resident of Wilson Street sent a letter of complaint about the speed and noise from vehicles traveling along Berlin Street at the Wilson Street & Chace Street intersection. Traffic Committee reviewed the radar sign does collect data, this will be reviewed and more strategic monitoring of the area.

#### *Overnight Parking at Philbin Park Splash Pad*

Chair Mr. Kobus reviewed a resident of Wilson Street sent a letter of complaint that commercial vehicles are using Town property at the Philbin Park Splash Pad for overnight and weekend parking taking spaces needed by the public to utilize the park. Chair Mr. Kobus stated the vehicles are typically out of the spots in the morning. Administrator Ward explained this is information from a neighbor; this will be reviewed with the Park & Recreation Department.

#### *Review of Parking on the West Side of Chestnut Street Hill*

Chair Mr. Kobus reviewed the Select Board Office received a call from a property owner on Chestnut Street indicating that Clinton Police notified all the residents of that area that parking is prohibited on the sidewalk along the right side of the street as you travel down the hill toward Nashua River. The caller indicated that it is too dangerous for residents to back out of their driveways due to the excessive speed of traffic going down the hill and it is safer for them to park on the street. Chair Mr. Kobus explained this is an education initiative from the Clinton Police Department. The Traffic Committee supports the Police Department.

## **Review of Minutes**

The board received minutes from May 17, 2023 Select Board's meeting including for review and approval. Ms. Perusse made a motion to approve minutes as presented. Mr. Kerrigan seconded the motion. The vote was unanimous.

## **Mobile Food Vendor Location Requests for 329 High Street & Philbin Park Timothy Hoaglund Jr. d/b/a Hangry Hotdogz & More**

Chair Mr. Kobus invited the applicant forward for discussion. Mr. Timothy Hoaglund Jr, owner of the Hangry Hotdogz was before the board. Chair Mr. Kobus stated before we start discussion, he is aware of the discussion that occurred last night at Central Park with the Park & Recreation Department. It is my recommendation we table this discussion for furthering any permit locations requests until we gather information of what transpired yesterday in order to move forward with the request. Mr. Hoaglund asked if he could speak. Chair Mr. Kobus stated no, we are not going to discuss what took place, until we gather information and then you will be invited back to a hearing. Mr. Hoaglund asked if he is allowed to know what was brought to your attention. He stated he was curious because he was asked to leave and then told to stay. Mr. Kobus explained your permit is approved until 7PM, Mr. Hoaglund stated no 8PM. Mr. Kerrigan explained he went back to watch the meeting and it was 7PM. Administrator Ward explained your application shows 5PM. Mr. Hoaglund explained the plan was 5PM unless there was something going on. Chair Mr. Kobus explained this is not a hearing. Audience Member asked to speak as a witness to what occurred the evening prior, he will serve as a witness. Chair Mr. Kobus stated no, we are not going to have a conversation right now, there will be a hearing to discuss. No determination or judgement on what you did or what took place, we are gathering information. The information will be brought back once gathered for the hearing. Mr. Hoaglund asked if he is in jeopardy of losing the location. Chair Mr. Kobus explained all will be discussed at the hearing, depending on what information that was gathered. Mr. Hoaglund asked about the gathering of information on what. Chair Mr. Kobus stated what transpired between you and the Director and Assistant Director of Parks & Recreation. Mr. Hoaglund asked when and how is this information gathered. Chair Mr. Kobus stated written statements have been provided. Mr. Hoaglund asked written statements, whose theirs. Chair Mr. Kobus explained they provided written statements of their side. Mr. Hoaglund asked to see the statements that have been provided. Chair Mr. Kobus stated no, not at this time. Mr. Hoaglund asked why? Chair Mr. Kobus explained these are part of the internal documents we are going to be discussing at a hearing. Mr. Hoaglund stated they have already given them to you. Chair Mr. Kobus stated yes, they have. Mr. Hoaglund continued and you don't want to show it. Mr. Devault asked Mr. Chair is there anything preventing him from providing a written document of his interpretation. Chair Mr. Kobus stated no. Mr. Devault explained to Mr. Hoaglund you can provide a written document of what occurred. Mr. Hoaglund asked if other people who witnessed the whole scenario could. Chair Mr. Kobus asked them to be e-mailed to the [selectboard@clintonma.gov](mailto:selectboard@clintonma.gov) or given to Mr. Ward. Mr. Hoaglund asked what happened here, he is unsure. Chair Mr. Kobus explained the permit issued is valid until 7:PM. Mr. Hoaglund stated no 8PM and he was asked to stay. Chair Mr. Kobus

stated you are asking me, I do not want you to interjecting, were gonna wait for hearing and you can ask question and answer, I will not continue if you are going to speak over me. The next meeting is August 9<sup>th</sup>. Chair Mr. Kobus explained you will receive a letter calling you back to a hearing. Ms. Dickhaut asked how does that affect him doing business. Chair Mr. Kobus stated it does not, there is no impact on permit that has been approved, none. Discussion continued regarding hours of operation, and concluded with the file will be reviewed. Chair Mr. Kobus explained the Select Board approved operations until 7PM. Administrator Ward stated the application has 5 PM. Mr. Hoaglund explained he is approved until 8PM. Mr. Kerrigan stated the hours are not the issue here. Mr. Hoaglund stated it wasn't, the issue was the event. The food truck vendor came by and asked if I was going to be there, I answered yes. He said F, you. Then he was approached by the Assistant Director and told he had to pack up. He began packing up and then he was asked to stay, the vendor is not coming. He heard from both Mackenzie and Laura moving forward they would have to figure out if he could be there or not. He thanked the board. Ms. Perusse made a motion to table the requests from Timothy Hoaglund Jr. d/b/a Hangry Hotdogz & More for additional locations at 329 High Street & Philbin Park. To operate the mobile cart. Mr. Devault seconded the motion. The vote was unanimous.

### **Christopher McGown- Superintendent of Public Works**

#### *2023-2024 Road Resurfacing Projects*

Superintendent of Public Works Chris McGown was before the board to review the upcoming road resurfacing projects. He explained he has a current contract with PJ Keating and plans to work on Willow Road in Berlin off Route 62 because the town of Berlin plows and sands for the town with the exchange of the town covers an area at the end of Chace Street and top of Berlin Road, which is Berlins. This road is in disrepair and needs to be resurfaced. John Street is in rough shape and needs repair; other streets are in need of resurfacing. He explained projects he has submitted included paving only on the following streets:

John Street

Thomas Street

Spring Street

Fairview Street

Willow Road

Robert Street

Robert Memorial Drive

He explained Robert Street and Robert Memorial Drive are in disrepair and have been included. The projects total \$850,000, which was approved as part of the infrastructure warrant article. He will be working with the same company they have done several streets in town and he is happy with them, these will be part of contract we have this is the last year. He explained he would like to go out to bid new sidewalks to include Curb, sidewalks mill and overlay for:

Chestnut Street from Mechanic to Church Street

Church Street from Chestnut to Cedar Street

This area includes from the top of Church Street down to the Town hall.

### *Greeley Street Sidewalks*

He reviewed it is up to the board if town funding can be used to add sidewalks to Greeley Street sidewalks, it may be cheaper if Chapter 90 funding is used. He explained this is a citizen petition and there was no funding mechanism in it. Ms. Dickhaut stated even though there wasn't a funding mechanism those people approved it in good faith they would be done. Ms. Dickhaut made a motion to approve the Greeley Street sidewalks; she explained the town has a moral commitment to get them done. Mr. McGown stated he has no issue with it; he is 100% behind adding to this contract. He stated the sidewalks will not be the same as across the street on the other side of street, there will not be a concrete apron to the road. Ms. Dickhaut made a motion to allow the sidewalks on Greeley Hill to be completed. Mr. McGown asked for it to be approved in one motion with the paving. Ms. Dickhaut made a motion to approve the list of streets in the 2023-2024 Road Resurfacing Projects as submitted by the Superintendent. Mr. Kerrigan seconded the motion. Under Discussion: Chair Mr. Kobus explained the nature of the request was just to have sidewalks they do not have to be like the other side. Thank you for clarifying that. The vote was unanimous.

## **American Rescue Plan Act Recommendations**

### *Facilities and Grounds: Culvert Repair*

Superintendent McGown reviewed with the board the need for replacement of a 450-yard concrete pad on top of the culvert that runs through the area behind the elementary school. He estimates the project cost to be between \$400,000 and \$500,000. He explained he is unsure why this was designed the way it was, he has never seen a design like this. To remove the pad and pave the cost would be approximately \$150,000. Chair Mr. Kobus stated the next step would be to look at it structurally to determine how to move project forward. Ms. Dickhaut asked if the pad is removed what is there, can you grade and pave it. Chair Mr. Kobus explained next steps are to determine the drainage. Mr. McGown agreed stating he will work with Brian Farragher to look for the original plans for culvert.

### *Board of Health Vehicle Request*

Chair Mr. Kobus reviewed he has spoken with Steve Lipka and Chief Coyne, there is a vehicle at the Police department that will soon be retiring. They are in the process of adding a new pick-up truck to the fleet and they will be retiring a cruiser. He spoke to Guarantee Auto and for about \$3000 to \$5000 the car can be made for Board of Health use. It has 4-wheel drive and a tow package. He asked for the board to table this until more information is available. He would like to hear when the Police vehicle would be

ready before purchasing new vehicle. Ms. Dickhaut stated the Police vehicle would have 100,000 miles on it; it makes more sense to buy a new vehicle. Mr. Devault explained he is curious if the vehicle would address the needs of different departments. He asked the Town Administrator to survey all departments for the need for a vehicle. This should be a shared vehicle for the town hall, does it make sense to have vehicle dedicated to the Board of Health. Ms. Dickhaut explained every inspectional department has vehicle the only outstanding department was the Board of Health. Ms. Goodsell the COA Director was in the audience, she stated she had asked for a vehicle but it went to the Facility Department instead. Chair Mr. Kobus stated he thinks that is a good point all departments should be surveyed.

#### *HVAC Town Wide Improvement Projects*

Administrator Ward explained he had spoken with the Facility Director who is completed an assessment of the buildings and what is needed in each building. He is still working on this.

### **Annual Appointments of Board & Commissions**

Chair Mr. Kobus stated the board has received letters of interest for volunteer service to the boards & commissions by the June 30 deadline. These letters have been included in the board's packet. He explained he will follow the list presented:

#### *Historical Commission:*

Incumbent Mr. Robin Davidson

Administrator Ward reviewed Mr. Davidson also serves on the board at the Historical Commission and he heard from Mr. Ingano he is interested in continuing to serve. He stopped by the office last week but Mr. Ward was out of office on a personal matter and intends to follow up with him. Discussion continued regarding the number of members on the Commission, there could be up to seven, the board received three letters of interest. Mr. Kerrigan made a motion to wait on Robin Davidson appointment to the Historical Commission and appoint

Jean Innamorati term 2024

Karen Nugent term 2025

Mr. Devault seconded the motion. The vote was unanimous.

Chair Mr. Kobus explained we will wait on Mr. Davidson and Ms. Osborne. Mr. Ward explained he will reach out to Mr. Davidson and hear himself what his desire is.

#### *Board of Registrars*

Chair Mr. Kobus stated the incumbent member is Ms. Lisa Prophet but there was no letter of interest, has she expressed interest in returning. Administrator Ward explained the recommendation is made by the Political Parties, generally, they put forward the names for appointment, and the make-up is three members and the Town Clerk, for a three-year

term. She is the recommendation by the party. Mr. Kerrigan made a motion to appoint Board of Registrars member,  
Ms. Lisa Prophet  
Mr. Devault seconded the motion. The vote was unanimous.

#### *Conservation Commission*

Chair Mr. Kobus explained the board has received two letters of interest.  
Mr. Kerrigan made a motion to re-appoint Conservation Commission member,  
Donald Brown  
and take the other position under review. Mr. Devault seconded the motion. The vote was unanimous. Chair Mr. Kobus stated that is to reappoint Mr. Brown and take the other position under advisement.

#### *Zoning Board of Appeals*

Mr. Kerrigan made a motion to re-appoint ZBA members,  
Walter Ryan  
Alan Roseberry term 2024.  
Mr. Kobus seconded the motion. The vote was unanimous.

#### *Personnel Board*

Mr. Devault made a motion to place Brendan Bailey as the employee representative on Personnel Board. Mr. Kerrigan seconded. Chair Mr. Kobus asked for any discussion, there were none. He continued all in favor. Ms. Dickhaut stated she was gonna move Lisa Prophet. Chair Mr. Kobus said ok, so umm, all right so let us do that one over, so two nominations. All those in favor of Lisa Prophet, none. All those in favor of Brendan Bailey 4/0. Chair Mr. Kobus continued with the other two seats, he will recuse himself from decision because his family member submitted a letter. Mr. Devault made a motion to nominate Personnel Board members,  
Joan Moran  
Ellen O'Toole  
Mr. Kerrigan seconded the motion. The vote was 4/0 Mr. Kobus abstained.

#### *Council on Aging*

Chair Mr. Kobus stated there is one seat open.  
Ms. Perusse made a motion to appoint Council on Aging member,  
Winnifred Hastings  
Mr. Kerrigan seconded the motion. The vote was unanimous.

### *Commission on Disability*

Chair Mr. Kobus stated there are three expiring and vacancies. Mr. Kerrigan explained there are not enough members to meet, there is no quorum. Administrator Ward agreed there are not enough members right now to hold a meeting; if there is interest to serve, the town, consider this board. The make-up is seven and there are four members now. Mr. Kerrigan explained this is a board where you could make a difference in a lot of people's lives. Mr. Devault explained it would be a good idea for the Marketing subcommittee to advertise. Ms. Perusse agreed and stated there are a lot of events coming up, where advertising a list of vacancies would be good, along with adding the list to social media. A booth can be set up at events to share vacancies. The Olde Home Day and the Clinton Chamber of Commerce events, sidewalk sale days and other summer events. Assistant Town Administrator Snell shared she will be setting up a table at the National Night Out on August 1<sup>st</sup> to share information about the committee and board vacancies.

### *Council on Aging Continued*

Chair Mr. Kobus stated he wanted to back track to the Council on Aging ,where it says the Select Board make the appointment of the Chair, should this be done tonight. Council on Aging Director Ms. Goodsell was in the audience and approached the board to explain where that came from. In 1966 when Mr. Caferelli passed the by law at town meeting forming the first council, the Chair was named by the board when they started now it is done by the board. Chair Mr. Kobus asked that this be reviewed by the By Law subcommittee. Ms. Goodsell offered to volunteer to serve on the Disability Commission, because Mr. Kerrigan gave her that look. Mr. Kerrigan made a motion to appoint Deb Sargent, sorry has the wrong one, Goodsell to serve on the Disability Commission, my sincere apology. Mr. Devault seconded the motion. The vote was unanimous. Chair Mr. Kobus asked if that will get them enough members to meet. Assistant Town Administrator Snell stated one more is needed. The board asked Chief Lutes, who was in the audience if he had interest to serve. Mr. Devault asked if the Government Affairs subcommittee should review the Chairperson appointment for the Council on Aging, confusion not worded properly. Chair Mr. Kobus explained it would fall under the By Law Review subcommittee, the Solicitor serves on that and he will be reviewing.

### *Cultural Council*

Chair Mr. Kobus explained there are two vacancies, two letters of interest. Ms. Perusse made a motion to nominate Cultural Council members,  
Deb McMahon Cote  
Yoanna Osborne  
Mr. Devault seconded the motion. The vote was unanimous.

Town Administrator Ward noted one more member is open. Mr. Kerrigan asked about term limits. Mr. Ward explained those are limited by the state not the town.

#### *Weeks Fund Trustee*

Chair Kobus explained Robert Latini is the only member and he is up. Administrator Ward explained it is an annual appointment and he is willing to continue to serve. Chair Kobus stated unless the board has any objections he is willing to step up and serve since there is no interest. Ms. Perusse made a motion to appoint Weeks Fund Trustee

Robert Latini

Select Board Chair Matthew Kobus

Mr. Devault seconded the motion. The vote was 4/0/1 Abstention Chair Mr. Kobus

#### *Montachusett Opportunity Council Board Vacancy*

Administrator Ward explained the MOC board works with this agency is the Council on Aging. Chair Mr. Kobus we can target to advertise at National Night Out.

#### *Montachusett Regional Planning Commission*

Administrator Ward explained generally this is a member of the Planning Board or their designee, an alternate has been appointed by the Select Board in the past. For a number of years it has been Phil Duffy.

#### *Montachusett Joint Transportation Committee*

Administrator Ward explained in the past DPW Superintendent served on it, in the event something is needed from the town they can serve.

Chair Mr. Kobus asked for letters of appointment to be sent out and a notice to acknowledge those who showed interest but were not appointed and to those who have served but were not reappointed.

#### **Town Administrators Evaluation & Fiscal Year 2024 Goal Setting**

Chair Mr. Kobus explained all five board members completed the google doc and the HR Director is processing the results. Ms. Purple suggested Mr. Ward do a self-evaluation, which will be shared with the members. He explained between now and the next meeting he will met with Mr. Ward to review. This will be discussed at the August meeting. Administrator Ward stated he looks forward to the feedback. Chair Mr. Kobus explained the Goal Setting will be part of discussion.

#### **Administrative Business**

There was none.

## **Old & New Business**

### *FY23 Year-End Transfers*

Chair Mr. Kobus reviewed the board has received a list prepared by the Town Accountant with budget line transfers to close the year. Administrator Ward explained this is an annual process, towns are allowed to transfer funds in late May/June with support of the Finance Committee. Ms. Perusse made a motion to approve the list of line item transfers as presented to close out FY 23 as recommended by the Town Accountant. Mr. Kerrigan seconded the motion. The vote was unanimous.

### *Fire Department Annual Fireworks Committee Donation Request*

Chair Mr. Kobus stated the Fire Department is hosting annual Fireworks event, each year they do an outstanding job with the event. The board agreed.

Ms. Perusse made a motion to approve a donation to the Clinton Fire Department Fireworks Committee to support the Annual Event, is there a certain amount. Mr. Kerrigan stated \$5000.00. Ms. Perusse made a motion to approve a \$5000.00 donation to the Clinton Fire Department Fireworks Committee to support the Annual Event to be held July 8, 2023. Mr. Kerrigan seconded the motion. The vote was unanimous. Ms. Perusse asked if they are still accepting donations. Chief Lutes was in the audience and answered yes they will continue to accept donations.

### *Crystal Club Charity Donation Request*

Chair Mr. Kobus reviewed the board has received a request from the Crystal Club Charity for a donation to support their upcoming annual golf tournament and fundraising event. Chair Mr. Kobus stated the request is for \$100.00 his recommendation for consideration is \$500.00. Mr. Kerrigan made a motion to approve a \$500.00 donation to the Crystal Club Charity to support their upcoming annual golf tournament. Mr. Devault seconded the motion making the amount of \$500.00. Under Discussion: The board acknowledged this year's tournament is in memory of George O'Malley. The vote was unanimous.

### *ALS Consultant Search Update*

Administrator Ward explained he has received interest from one firm. He plans to keep advertised. Mr. Devault asked if a Planning Committee should be formed to prepare for ALS to be presented at Special Town Meeting. He also would like to have a conversation regarding the Fire Inspection positions. There was some confusion; the answer was not clear on why the request was not approved in budget. Chief Lutes was in the audience and came forward for discussion regarding a prepared document, he chronicized the increase in fire permit inspections at the department. Chief Lutes explained he is short on staff, and the more inspections completed the more revenue generated from permits. He reviewed scenarios were recently he had challenges on inspections and they are critical to be completed.

## **Committee Reports**

### Olde Home Days Committee

Ms. Dickhaut stated she has good news to share the donations have been outstanding, the children's amusements of rides and games will be offered free this year. Assistant Town Administrator Angela has done a fabulous job with coordinating and planning with the committee. It will be a great event, all the businesses have been so supportive. The committee got a late start in planning but it will be a wonderful event, she is looking forward to it. Save the date September 8 & 9, 2023.

## **Community Announcements**

Chair Mr. Kobus announced upcoming events in the community including,  
July 15, 2023 Town Wide Yard Sale event hosted by the Park & Recreation Saturday.  
Maps available online

July 19, 2023 Bigelow Free Public Library offering Electric Vehicle event

July 20, 2023 Crusin' Clinton Night 6PM to 9 PM hosted by Historical Commission

August 1, 2023 Police Department National Night Out, 2<sup>nd</sup> Annual at St. John's Rectory Field

Ms. Perusse stated she was at the Library and noticed a reading challenge the town is participating in Reading Challenge with other Clinton Communities in New Jersey, New York and Pennsylvania. Please join and log your reading hours with the library. Great friendly competition.

Next meeting scheduled for August 9, 2023.

Mr. Devault made a motion to adjourn at 9:13PM. Mr. Kerrigan seconded the motion. The vote was unanimous

Meeting Adjourned.

Respectfully Submitted,

Joyce Corbosiero

Executive Assistant Board of Selectmen/Town Administrator