

**Selectmen Meeting
Minute
August 9, 2023**

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

Chair Mr. Kobus opened the meeting at 7:09PM.

Public Comment

Mr. Terry Ingano was before the board representing the Historical Commission, to thank the board and all the town of Clinton staff members for all of the support and cooperation to the recent Crusin' Clinton Night. He acknowledge when he first approached the board with the idea they were supportive and all acted on it. All of the staff was great to work with. The plan is to make it an annual event and do it again next year, over 1000 attendees made it and he has received nothing but great feedback. He explained he collaborated with Kevin LeCompte to assist with the car participants, this was overwhelming but Kevin kept it organized with last minute help from Facility Director Brian Farragher and Building Inspector Jim Salmon. Many more cars than anticipated made for a great success. Chair Mr. Kobus explained it was a great event and it showcased Clinton. He thanked Mr. Ingano and Historical Commission for hosting event.

Review of Minutes

Chair Mr. Kobus reviewed the board has received minutes from the May 31, 2023 and June 7, 2023 Select Board meeting. Mr. Kerrigan stated the minutes need to be sent back, there are a couple of things missing and a motion he made is incorrect. Chair Mr. Kobus responded yeah. Mr. Kerrigan stated he would revise and get them to Michael, if you wish; he wants to make sure the record is straight on that. Mr. Kerrigan made a motion to table the minutes for the May 31, 2023 & June 7, 2023 until our next meeting. Ms. Perusse seconded the motion. The vote was unanimous.

Marie Letarte- Library Building Grant Update

Chair Mr. Kobus invited Library Director forward for a discussion on the upcoming library-building grant. Ms. Marie Latarte was before the board, she began by thanking the board for the support in moving forward with the Library Building grant application with the passing of the article on the Annual Town Meeting Warrant. She wanted to address the rumor the current library building was going to be torn down, that is not in the plans, the building is not being taken down. At this time, the grant application process is just starting.

Recently assessments have been completed of the building. Probably ten libraries will be supported out of 27 applications. Approximately 45 to 60% of the project will be covered under the eligible costs depending. Part of the application is to offer two sights for the library. One is the current location and the second location is unknown. She asked if the board has any ideas for a location, please let her know. If the town owns an available sight please let her know, parking is always an issue. She invited the board to stop in at the Library to check out the information regarding the grant program. This is the town applying for the grant for the library. Administrator Ward stated the Board of Trustees will be embarking on a public input campaign. Ms. Letarte agreed please participate in providing input.

Karen McNamara- Oak Street Block Party Street Closure

Chair Mr. Kobus invited Ms. Karen McNamara before the board for discussion of request for street closure. Ms. McNamara was before the board explaining the request is the same as the prior year, she has spoken with Lt. Nelson regarding the request to close the street will be the same. The closure will be one lane of traffic on Oak Street from James to Acorn Street. There was one incident last year where the Police assisted with a traffic issue, it all worked out. Administrator Ward explained Chief Coyne is on vacation and Lt Nelson is at the meeting. Lt. Nelson joined the discussion to confirm he had received the e-mail and nothing indicates concern with the request. There is no reflection of any problems, it is a safe event. He reviewed with Fire Chief who inquired about accessible for Emergency Vehicles and it was verified one lane of traffic remains open. This is a small section of the road and mobile barriers are used for safety. Ms. Perusse made a motion to approve the request for street closing on Oak Street from James to Acorn of one lane of traffic on September 2, 2023 to host the Oak Street Block Party. Mr. Kerrigan seconded the motion. The vote was unanimous.

Police Lt. Thomas Nelson- Bicycle Lock Donation Program

Lt. Nelson and Officer Jeffrey Notaro were before the board, Lt. Nelson explained in collaboration with the Housing Authority the department will be participating in the End of Summer Party at the Lake Side Apartment complex. He expressed appreciation for the opportunity for the department to participate in community events like this. The request is for a donation to purchase bicycle locks to be distributed during the event. He shared Officer Notaro has been working with the Director of the Housing Authority Danielle Fahey and they have identified the need for the bike locks. Officer Notaro shared he has been working with Ms. Fahey and staff at the Lakeside apartments on planning this event. It is scheduled for August 17th at the apartment complex property. It will be similar to the National Night Out with the Police Cruisers and Fire Trucks available for participants to explore. There will be an Ice Cream truck and pizza provided. Ms. Fahey has ordered some Inflatables for entertainment and there will be games hosted by the department.

He is aware over the last few months there have been some incidents where some bikes have been taken, it has become more frequent over the last few weeks. There are areas for the bikes to be parked and locked up to steel posts to secure them. He has researched and bicycles are available for \$8.00 to \$10.00 dollars. He would like to give out the locks to kids who attend the event. Ms. Perusse made a motion to donated \$500.00 from the Civic Fund to support the purchase of the Bicycle locks to be distributed at the Lakeside Apartments End of Summer Party. Mr. Kerrigan seconded the motion. The vote was unanimous. Lt. Nelson and Officer Notaro thanked the board.

Dicon Auto Class II Vehicle Dealer License Renewal

Chair Mr. Kobus invited the representatives of Dicon Auto Sales before the board for renewal discussion. Mr. Diego Batista Florian and Mr. Maicon Da Rosa Bittencourt were Before the board. Mr. Florian explained to the board everything has been fixed and we are ready to get back in business. Chair Mr. Kobus asked if the inspections have been completed. Administrator Ward stated as of Monday, the office heard verbally they were ready to be scheduled for renewal of license. Mr. Bittencourt explained he has received the yellow inspection paper. Chair Mr. Kobus asked if they had received the Board of Health Plumbing Inspection and Fire Department Inspection. Mr. Florian explained they had completed what was asked to install the poles in front of the garage, no repairs will be done. We have done everything we had been asked to do. Chair Mr. Kobus indicated the notes provided in the agenda say the Board of Health and Planning Board have not signed off on repairs to take place. Mr. Kerrigan asked if repairs are being done in the building. Mr. Florian stated no, just ourself no repairs business is taking place. He explained the Fire Department had come through. Mr. Kerrigan were the Inpectors asked to go back. Mr. Florian and Mr. Bittencourt described the process they followed to install the proper water/sewer connection. Mr. Kerrigan asked are you selling cars there. Mr. Florian explained no, they have been unable to sell cars. Mr. Kerrigan asked if they plan to work on cars there. Mr. Florian stated no just sell cars, we had an architect design the area for us, the small building will be future offices to work with clients. Mr. Kerrigan stated there will be no repairs on recreational vehicles or any vehicles, there are no plans for repairs. Mr. Florian stated no just sell cars. Mr. Kerrigan asked Town Administrator Ward the occupancy for the lot now, the number of cars now. Administrator Ward excused himself from meeting to research number of vehicles allowed. Ms. Perusse asked if Fire Department is the last inspection. Mr. Kerrigan asked if they have an occupancy permit for the location. Ms. Perusse asked if there is a check list for applicant so they know what permits are needed before completed. Chair Mr. Kobus explained that is part of the software he is looking into, he agrees it would be helpful. Ms. Perusse stated it seems like that has been holding them up from doing business. Mr. Kerrigan stated that is not the issue we are dealing with. Ms. Perusse asked what is the issue. Mr. Kerrigan stated the issue is it took 20 months to install a bathroom and he is not sure

you guys were selling cars there to be frank. He wants to make sure that is disappointing. The business is an eye sore; we are looking for serious business partners in this town. He explained he doesn't know if they have to cut back the cars to make sure you guys are serious. We will have to see what we are dealing with. It's a little disappointing it takes 20 months for you guys to get a bathroom, I'll be honest. Mr. Florian explained it was so hard to find the sewer line. Mr. Bittencourt stated it was so hard to find the sewer line the previous owner didn't have it, then found contractor and once found it was done. Mr. Florian explained the property owner didn't want to do it, so we did it and it costs us \$31,000, we are serious about being here. It is Main Street and we are working on paving the lot and improve the look of the lot. He asked the number of cars allowed to be sold on the lot. Administrator Ward explained 40 cars, he distributed the list used at the renewal time. Mr. Kerrigan stated he is afraid if Inspectional services were to need something else and it takes another 20 months we do not have any leverage. Chair Mr. Kobus stated so. Mr. Kerrigan asked Town Administrator Ward what options do we have here. Do we put like a timeline on it if we wanted to reduce it or conditions. Administrator Ward stated he doesn't want to put the Solicitor on the spot, the board does set the parameters, it is looking for license renewal. He is unsure if the board needs to set a hearing for a reduction of current license, the board does set the parameters. Solicitor Gibbons asked if this is renewal. Administrator Ward stated this license was held out for renewal it is not a new now, it was held out for renewal because of concern of the Board of Health. Solicitor Gibbons explained if there were to be a reduction in vehicles a hearing is needed for that with notice. Chair Mr. Kobus to your concern if at a later date we can considered a hearing then. Mr. Kerrigan asked about setting conditions of no welding or recreational vehicles allowed how do we set that. He stated that he thinks Inspectional services is disappointed in not supporting the Inspectional Services. He wants to support Inspectional Services as much as possible, since we're the licensing authority. Administrator Ward explained he thinks the Board of Health had some questions regarding the sanitation code and he thinks there are some questions the Planning Board has regarding the use of the lot based on the site plan that was given, so he thinks they may be inviting them back as well to talk about those issues. So, if the Planning Board makes recommendation for changes, then comes back to the Select Board and to the Solicitor's recommendation there would be a hearing, where they will be notified and informed of the changes. This licensing is for storage of selling cars, it is not a storage lot for personal unregistered recreational vehicles or other personal equipment, and it is there to sell vehicles. Chair Mr. Kobus invited Community & Economic Development Director forward for discussion. Mr. Duffy stated the Planning Board sets use of a lot, it is regulated by the Planning Board and there is due process to limitations of use of current lot any restraints of use for the lot are regulated by the Planning Board. Administrator Ward stated that is what the board is trying to sort out, the Planning Board and the Site Plan Review submitted and reviewed, does not permit for storage of personal or

recreational vehicles. It is not forbidden use but they just appeared after the fact, not in the plan of intended use of the lot. Mr. Duffy stated if it is not permitted use than it is a violation of the Zoning by Law. Mr. Kerrigan explained what he is trying to say, this board is in full support of Inspectional services, the Planning and Zoning Boards. We have every power to restrict this license if not cooperating, it should not have taken 20 months for a bathroom, regardless of where the sewer line is. So, if the Planning Board needs us to back something or the ZBA or the Fire or any inspection comes back we support it. As you said, this is Main Street, we want you to succeed, it is not going to succeed the way it is because people are not happy. It is fine what you do here, so the Planning Board and ZBA and those watching at home, he is in full support of everything, this board is the only one on TV, so. We are putting some teeth to this. Chair Mr. Kobus explained any concerns with any of those board this is the first he is hearing about it. Mr. Kerrigan began to respond. Chair Mr. Kobus stated he wasn't saying it to Mr. Kerrigan, he doesn't have to respond. He continued if they have a concern there is every means to communicate with the board. When this took place in January this board was in full support in not renewing, so if there is anything we're not supporting, let us know. He stated he wants to be locked in support. We are the final step to carry out what they want. Mr. Kerrigan stated he never called into question the support of this board, he is just underscoring. Chair Mr. Kobus stated no repairs can take place period, it is only for buying and selling cars that's all we are looking to do tonight, obviously that is contingent upon when you meet with the Planning Board or Board of Health any change of use will come back to the board. Town Administrator Ward stated exactly. Chair Mr. Kobus said any changes to the property or the Planning Board site plan then you will have to come back again at a later date after you've done that. He called for a vote to buy & sell vehicles no change, if there are changes made by the Planning Board or Board of Health then it returns to Select Board. Administrator Ward asked for the approval to be subject to verifications of all Inspections being completed, things may happen between now and Monday, so he just wanted to make sure that the office doesn't give the license out and then find out the report wasn't on file. Chair Mr. Kobus stated okay, so any motion needs to be contingent on all final inspections being completed. Ms. Perusse stated correct me if I am wrong, she made a motion to renew the Class II vehicle license for Dicon Auto of 556 Main Street subject to final inspections; Administrator Ward stated the Plumbing, Building Inspector, Fire Department, Ms. Persse Plumbing, Building Inspector, Fire Department, and the Health Department. Administrator Ward stated the Plumbing would be enforcing the sanitary code for the Board of Health. Ms. Perusse asked does that cover it. Administrator Ward answered yup. Ms. Perusse stated okay. Mr. Kerrigan seconded the motion. Chair Mr. Kobus asked any further discussion or questions, there were none. The vote was unanimous. He asked all in favor Chair Mr. Kobus stated thank you very much, and um you heard it.

Worcester Youth Orchestra – Town Hall

Chair Mr. Kobus stated next up request from Town Hall use from the Worcester Youth Orchestra he invited applicants forward. Ms. Lee Abdella Downtown Coordinator and Jon Brennan of the Executive Director Worcester Youth Orchestras were before the board. Ms. Abdella explained the request is to host a concert on November 19, 2023 as fundraising for WHEAT, all of the proceeds will benefit WHEAT. This will be a kick off to the Holiday Season. She explained the event would be symphony music. Mr. Brennan explained the students are part of the state and it has always been on a wish list to perform in Clinton. Ms. Perusse made a motion to approve the town hall use request for the Worcester Youth Orchestra concert as a fundraising event to benefit WHEAT on November 19, 2023. Mr. Kerrigan seconded the motion. Under Discussion: Further description of the students participating and the content of the concert was discussed. The vote was unanimous.

ARPA-Business Assist Program

Community & Economic Development Director Phil Duffy was before the board to provide an update on the ARPA Business Assistance Initiatives. Mr. Duffy explained there are two programs set to begin this fall, using the \$150,000 of ARPA funding, they are Safety Net will begin on September 1, 2023

Recovery Program will begin on November 1, 2023

The funding has been made available; he is working with the Chamber of Commerce on publicizing the program. Chair Mr. Kobus asked Mr. Duffy to let the board know what they can do to provide support of the programs.

Clinton Olde Home Days Logistics

Chair Mr. Kobus explained the Olde Home Day Committee is requesting permission for the following items in conjunction with their annual Olde Home Day on Friday, September 8, 2023 – Saturday, September 9, 2023:

- Use of the Town Hall Auditorium to host the event on Friday & Saturday, September 8 & 9, 2023 in case of inclement weather and the event cannot be held outside.
- Permission to close off Walnut Street, Church Street & Union Street for both days of event
- Petty Cash advance for \$1000.00 to set up their cash boxes for the event
- Olde Home Day Committee Donation annual request from Civic Fund \$5000.00

Ms. Perusse made a motion to approve use of the Town Hall Auditorium to host the event on Friday & Saturday, September 8 & 9, 2023 in case of inclement weather, permission to close off Walnut Street, Church Street & Union Street for both days of event, approval of Petty Cash advance for \$1000.00 to set up their cash boxes for the event and Olde

Home Day Committee Donation annual request from Civic Fund of \$5000.00. Mr. Kerrigan seconded the motion. Under Discussion: Chair Mr. Kobus suggested the committee reach out to St. John's Gym to use the parking lot. Assistant Administrator Ms. Snell explained the committee has done that already. Chair Mr. Kobus stated it is illegal to park on Chestnut Street per town by-laws. Mr. Kerrigan asked if that can be waived for a day. Chair Mr. Kobus reviewed there shouldn't be any parking on Chestnut Street, for 363 days of the year there is no parking from Council on Aging to the Police Station. Mr. Kerrigan stated not that day; Olde Home Day is a special time. Ms. Perusse agreed. Chair Mr. Kobus stated it is not allowed and creates a problem. Ms. Snell asked if they should limit parking to one side only. Chair Mr. Kobus agreed you could make it one side for parking and if they wanted to make the traffic "One Way" that would be great. He expressed safety first. Mr. Kerrigan stated indeed. Chair Mr. Kobus stated if only there was parking at the old Legion property that would be phenomenal. Mr. Kerrigan agreed, we need to get creative. Chair Mr. Kobus asked for any further discussion, he asked for all in favor. The vote was unanimous. Mr. Kerrigan stated it is a great event. Chair Mr. Kobus stated he is looking forward to it. He stated maybe the Select Board could enter the bed race. Assistant Administrator Ms. Snell stated she thinks someone already entered them for that. Chair Mr. Kobus said yeah the three of us would be pushing it.

Town Administrator Evaluation & Fiscal Year 2024 Goal Setting

Chair Mr. Kobus reviewed with the board all of the board members completed the evaluation and Mr. Ward completed the self-evaluation. He plans to sit down and speak with Mr. Ward regarding the results and asked board members to review the results. An overall summary will be provided at the September 6, 2023 meeting. He acknowledged Christine Purple was a big help and provided a lot of guidance, the process continues to evolve. He asked if there were any questions or comments from the board members he can share with Mr. Ward please send them to him or reach out to Mr. Ward. Mr. Kerrigan stated the board members completed the review, results were summarized, and he saw e-mail but had not had a chance to look at it, so are we supposed to summarize. Chair Mr. Kobus stated each board member should review and forward questions or comments to offer, he will provide the feedback. In the past we have gone line by line but it has been recommended by Ms. Purple to conduct an overarching summary as related to the goals.

Administration Business

One Day Liquor License Request: Clinton "Miz" O'Malley VFW Chicken BBQ

Chair Mr. Kobus reviewed the board has received request from Clinton "Miz" O'Malley VFW for a One Day Liquor License to be used for an outdoor Chicken BBQ event to be held in the parking area on August 26, 2023. Ms. Perusse made a motion to approve the request as presented for One Day Liquor License to be used for an outdoor Chicken BBQ event to be held in the parking area on August 26, 2023. Mr. Kerrigan seconded the motion. The vote was unanimous.

One Day Beer & Wine License Request: Summer Concert Series

Chair Mr. Kobus reviewed the board has received request from Clinton Park & Recreation for a One Day Beer & Wine License to be used for an outdoor movie event to be held in Central Park area on September 5, 2023 as a make-up date for a rained out previous scheduled event. Ms. Perusse made a motion to approve the request as presented for One Day Liquor License to be used for an outdoor movie event to be held in the Central Park on September 5, 2023. Mr. Kerrigan seconded the motion. Under Discussion: Mr. Kerrigan asked hadn't this already been approved. Administrator Ward stated yes, for a rained out date. The vote was unanimous.

One Day Beer & Wine License Request: Olde Home Days

Chair Mr. Kobus reviewed the board has received request from Clinton Turn Verein for a One Day Liquor License to be used for an outdoor Olde Home Day event to be held in front of the town hall on Church Street on September 8 & 9, 2023. Ms. Perusse made a motion to approve the request as presented Clinton Turn Verein for a One Day Liquor License to be used for an outdoor Olde Home Day event to be held in front of the town hall on Church Street on September 8 & 9, 2023. Mr. Kerrigan seconded the motion. Under Discussion Mr. Kerrigan asked if this is considered a two day permit. The vote was unanimous.

ALS Implementation Plan Proposals

Chair Mr. Kobus reviewed three responses were received in response to the recent RFP, three consultant firms provided responses. He explained Administrator Ward made a great suggestion to form a subcommittee meeting to interview the proposals submitted and bring back a recommendation to the board. The recommendation is to have the subcommittee comprised of Select Board members and Finance Committee members. Mr. Kerrigan stated he is just spit balling it, he suggested 2 of the board members, 2 Finance Committee members, 2 Fire Department members or one and one of you, referring to the Town Administrator or Assistant Town Administrator. Administrator Ward stated typically a committee is made up of 5 or 6 members. Mr. Kerrigan then suggested one Select Board member, One Finance Committee member, One Representative of the Fire Department and one of you guys (referring to the Town Administrator or Assistant Town Administrator). Chair Mr. Kobus stated Chief Lutes and Captain Chamberlain should be included, he suggested two Select Board Members, two Finance Committee members, two Town hall members and two Fire Department members, everybody should be involved in the process should continue. He stated he and Ms. Perusse served on the subcommittee so they can continue to serve, two on subcommittee will go forward we can finalize that. He asked Administrator Ward to reach out to the Finance Committee and

let them know we are ready to move forward and start to interview over the next couple of weeks. Administrator Ward stated he will scheduled all on the same day and hour apart one afternoon.

Annual Appointments of Boards & Commissions

Commission on Disability

Chair Mr. Kobus stated the board has received a letter of interest for the vacancy on the Disability Commission. Ms. Perusse made a motion to appoint Mr. William Barton to the Commission on Disability. Mr. Kerrigan seconded the motion. Under Discussion: Mr. Kerrigan acknowledged this is a step forward for Mr. Barton as he shared his compelling story, which he intends to turn a bad situation positive. The vote was unanimous.

Chair Mr. Kobus stated the letters for the prior appointments will go out this week.

Customer Service Contract

Chair Mr. Kobus explained Human Resources has been working with consultants on customer service training, sessions have been conducted and the recommendations from the consultant are being finalized. Administrator Ward explained he spoke with Human Resources today; there is one more step where the consultant will conduct a survey of employees. The consultant has been out of the office with it being summer, but the next steps are to be completed shortly.

High Street Sidewalk Analysis Update

Chair Mr. Kobus explained this was re-advertised in the Central Registry. Administrator Wad stated about a dozen went out, he identified engineering firms that worked on projects like this to see if there was a willingness to work on this help the town.

Chair Mr. Kobus the next Select Board meeting is scheduled for September 6 at 7:00PM; on the agenda will be ARPA request review of the Board of Health vehicle, modernization of cyber security and the library request for Wi-Fi and the CEMA request for a vehicle.

Committee Reports

There were none.

Community Announcements

Chair Mr. Kobus announced upcoming events in the community including, Bigelow Free Public Library Upcoming Concert on Wednesday day, August 16, 2023 Community & Economic Development Downtown Utility Box Mural Program, submission accepted until Friday, August 25, 2023. More information please visit town webpage go to Community & Economic Development Town Webpage, "Notify Me" Enrollment promotion register by August 9, 2023 to be entered into promotion to win a Gift Card, that was started at National Night Out. Chair

Mr. Kobus stated recently, South Meadow Pond Algae testing notice has been updated and sent out to residents, he received feedback all were grateful for the alert via Notify Me. Register on website "Notify Me" to stay aware of helpful information like this. Chair Mr. Kobus asked what type of Gift Card. Assistant Town Administrator Ms. Snell stated a \$10.00 Dunkin Card. He stated that is a great idea to offer promotion to join town notification list. Chair Mr. Kobus Thanked Assistant Administrator Ms. Snell for updating information on webpage.

Chair Mr. Kobus announced the next meeting is scheduled for September 6, 2023

Mr. Perusse made a motion to adjourn at 8:30PM. Mr. Kerrigan seconded the motion. The vote was unanimous

Meeting Adjourned.

Respectfully Submitted,

Joyce Corbosiero
Executive Assistant Board of Selectmen/Town Administrator