

Board of Selectmen  
Town Hall Rose Room  
October 23, 2019  
Minutes

Present: First Selectman Christine Goupil, Selectmen Jack Scherban, Tim Guerra, Carol Walter and Phillip Sengle (arrived at 7:08 PM)

Everyone stood for the pledge of allegiance. The meeting was called to order at 7:00 PM.

**VISITORS**

No visitors wished to speak at this time.

**APPROVAL OF MINUTES – OCTOBER 09, 2019**

Walter made a motion, seconded by Scherban to approve the minutes from October 09, 2019. The motion was unanimously approved.

**RESIGNATIONS AND APPOINTMENTS**

Walter made a motion, seconded by Guerra to accept the resignation of Kim Colegrove from the Shellfish Commission. The motion was unanimously approved.

Guerra made a motion, seconded by Walter to accept the resignation of Steve Hayes from the Harbor Commission. The motion was unanimously approved. The board thanked Mr. Hayes for all of his years of service to the town.

Scherban made a motion, seconded by Guerra to accept the resignation of Nancy Stone from the Human Services Advisory Board. The motion was unanimously approved.

Guerra made a motion, seconded by Scherban to accept the resignation of Mike DiDonato from the Inland Wetlands Commission. The motion was unanimously approved.

Guerra made a motion, seconded by Walter to appoint Shelby Auletta (R) to the Human Services Advisory Board until June 30, 2021. The motion was unanimously approved.

Walter made a motion, seconded by Scherban to reappoint Jeff Hesel as Fire Marshal for a term until July 01, 2023. The motion was unanimously approved.

**HUMAN SERVICES**

David Melillo, Human Services Director, presented Marc Goldstein's contract to the board. The contract is funded through the previous DMHAS grant. Scherban made a motion, seconded by Guerra to authorize the First Selectman to sign the contract as presented for Marc Goldstein. The motion was unanimously approved.

Melillo requested to combine 2-part time positions into 1 full time position with funding from the SAMHAS grant. The SAMHAS grant requires the hiring of 1-part time person to help facilitate the grant. Currently the town has 1-part time employee working in Social Services. Melillo requested to combine both positions since their duties will overlap and it will help streamline the office. The grant would

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cover the part time salary and benefits. This is a 5-year grant. There is no addition cost to the taxpayer. At the end of the 5 years the position would go back to part time. Scherban made a motion, seconded by Guerra to approve the creation of 1 full time position from 2-part time positions using the SAMHSA Grant for a 5-year period with no budgetary issue. The motion was unanimously approved.

**TAX INCREMENT FINANCING POLICY**

Economic Development Commission members John Allen and Hank Teskey presented a draft policy. The goal would be designate an area in town, create a district to help guide future economic development and incentives. The proposed policy was written by Connecticut Economic Resource Center (CERC). This draft policy will be presented to the new Town Council. No action was taken at this time.

**CLEAN WATER FUND GRANT AGREEMENT**

Goupil read a statement from Kristie Wagner, CDM Smith, regarding the Clean Water Fund Grant Agreement.

This is a financial agreement between the Town and the State (Department of Energy and Environmental Protection), required for the State to provide financial assistance to Clean Water Fund projects. The Town's current Wastewater Facilities Planning work (CDM Smith Amendment 7C, \$80,000, executed in July) is eligible for 55% grant reimbursement from the Clean Water Fund. The current activities include the Downtown Center subsurface investigations and the Environmental Impact Evaluation (CEPA/CT Environmental Policy Act) process required by DEEP.

Also note that we expect that this Agreement should be able to be amended as needed in upcoming years for the State to continue to provide grant assistance to the Town's wastewater facilities planning, design, and construction projects in the future. The tasks are outlined in Amendment 7C (total \$80K, already in progress). That breakdown of the work is \$65,400 for Subsurface Investigations and Evaluation of the two Downtown Center sites, \$9,400 for project administration, WPCC meetings, and development of framework for future sewer service area policies, and \$5,200 for working with DEEP on the Environmental Impact Evaluation/Connecticut Environmental Policy Act (EIE/CEPA) public comment process.

Scherban made a motion, seconded by Walter and unanimously approve the authorizing resolution which is required to obtain the Clean Water Fund Grant. The motion was unanimously approved.

Authorizing Resolution

For An Authorizing Resolution Which Is Required To Obtain Clean Water Fund Grant

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Be it resolved that it is in the best interests of the Town of Clinton to enter into contracts with the Department of Energy & Environmental Protection. In furtherance of this resolution, Christine Goupil, the First Selectman is duly authorized to enter into and sign said contracts on behalf of the Town of Clinton. The First Selectman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government in connection with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town of Clinton on any such document, amendment, rescission, or revision.

I, Sharon Uricchio, the Town Clerk of the Town of Clinton, do hereby certify this to be a true copy of the resolution duly adopted at the Board of Selectmen on October 23, 2019, and that it has not been rescinded, amended or altered in any way, and that it remains in full force and in effect.

**COMPLETE STREETS POLICY**

Guerra made a motion, seconded by Scherban to approve the authorizing resolution adopting a complete streets policy for the Town of Clinton. The motion was unanimously approved.

**RESOLUTION ADOPTING A COMPLETE STREETS POLICY FOR THE TOWN OF CLINTON**

**WHEREAS**, the Town of Clinton actively promotes safe streets through design, education and enforcement of all of its transportation network; and

**WHEREAS**, Complete Streets are Right-of-Ways that are planned, designed, constructed, operated and maintained in such a way as to enable safe, comfortable and convenient access along and across the Right-of-Way by users of all ages and abilities, including but not limited to, pedestrians, bicyclists, transit riders, motorists, emergency, freight and commercial vehicle operators; and

**WHEREAS**, Complete Streets may include facilities and amenities, including but not limited to, pavement markings and signs; sidewalks and pedestrian safety improvements such as medians, curb extensions and crosswalks; ADA (Americans with Disabilities Act) accessible curb ramps and accessible pedestrian signals; transit shelters and signage and improved pedestrian and bicycle access to transit stops and stations; bicycle detection at intersections and wide travel lanes, bike lanes, or shared use lanes; bicycle parking facilities; street trees, landscaping, street lighting, street furniture; and adequate drainage facilities, including opportunities for storm water quality treatment facilities; and

**WHEREAS**, the Bike-Pedestrian Alliance of Clinton (BPAC) and Clinton Sustainability Committee advocates for adopting a Complete Streets Policy; and

**WHEREAS**, the Town's Plan of Conservation and Development (PoCD) has specifically recommended "Implementing and following Complete Streets Policy, including the consideration of adding or modifying striping on existing roadways to provide for safer bicycle and pedestrian travel;" and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SELECTMEN OF THE TOWN OF CLINTON** that the attached Complete Streets Policy is adopted and shall be applicable to the planning and design of all new transportation and Complete Streets Improvements initiated after the adoption hereof.

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**PIERSON SCHOOL CHARRETTE**

The Pierson School Charrette is scheduled for Saturday, November 2<sup>nd</sup> from 9am – 12:00 pm. Clinton residents and business owners are invited to participate and share thoughts on the best ways to utilize the former school facility. The Charrette is facilitate by the Connecticut Economic Resource Center (CERC).

**TOWN MANAGER**

Senge provided an update to the board.

- The search Committee has received briefing books for the candidates as well as videos.
- The Search Committee has a meeting scheduled for November 12<sup>th</sup> with the newly elected Town Council.
- The Search Committee in conjunction with SGR has developed a schedule of events for the finalists on December 2<sup>nd</sup> & 3<sup>rd</sup>. The Town Council will interview the finalists on December 3<sup>rd</sup>.

**SELECTMEN'S REPORTS**

Reported by Walter

- WPCG has started testing for the downtown area.

Reported by Goupil

- Goupil is the town representative for the Natural Hazard Mitigation Planning Steering Committee.
- The town received a commitment to fund letter from the Department of Transportation which was submitted through the Lower CT River Valley Council of Government (RiverCOG) for the sidewalk construction along East Main Street.

**EXECUTIVE SESSION – EMPLOYEE CONTRACTS**

Guerra made a motion, seconded by Walter to enter into executive session at 7:54 PM and invite Wendy McDermott, Sue Cunningham and Mary Schettino. The motion was unanimously approved. W. McDermott left at 8:11 pm and S. Cunningham came into the executive session at 8:20 PM. The board came out of executive session at 8:40 pm.

Walter made a motion, seconded at Scherban to approve the Employee Agreement for Wendy McDermott as written. The motion was unanimously approved.

Scherban made a motion, seconded by Walter to approve the Employee Agreement for Sue Cunningham as Finance Director for the Town of Clinton with the added language that “For the remainder of this contract, the First Selectman/Town Manager, may increase the salary at their discretion as authorized by the Town Council”. The motion was unanimously approved.

Walter made a motion, seconded by Scherban to increase the 3 part time employee salaries by \$1.00 retroactive to July 1, 2019. The motion was unanimously approved.

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Scherban made a motion, seconded by Walter to increase the recording clerk salary to the same hourly rate as the grade 4 of the clerical union contract. the motion was unanimously approved.

**ADJOURN**

Walter made a motion, seconded by Scherban and unanimously adjourned the meeting at 8:45 PM.

Respectfully submitted,

Mary Schettino  
Executive Assistant  
First Selectman