



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

Town Council Regular Meeting Minutes
Wednesday, September 2, 2026
Town Hall Green Room

In Attendance: Chairman Hank Teskey, Carrie Allen, Dennis Donovan, Brian Roccapriore, Chris Aniskovich and Chris Passante

Also participated: Michelle Benivegna, Town Manager

H. Teskey called the meeting to order at 8:00 AM. Dennis Donovan led the council in the pledge of allegiance.

VISITORS

Seth Wolfe read an email he sent to the governor expressing concerns about the Town Manager's qualifications and the Town Council's oversight.

APPROVAL OF MINUTES

C. Allen made a motion, seconded by C. Passante, to approve the minutes of August 19, 2026. The motion was unanimously approved.

B. Roccapriore made a motion, seconded by C. Allen, to approve the Town Council workshop minutes from June 22, 2026. The motion was unanimously approved with one abstention from M. Shove.

B. Roccapriore made a motion, seconded by C. Passante, to approve the Town Council workshop minutes from July 20, 2026. The motion was unanimously approved with one abstention from M. Shove.

B. Roccapriore made a motion, seconded by C. Allen, to approve the Town Council workshop minutes from August 18, 2026. The motion was unanimously approved with one abstention from M. Shove.

APPOINTMENTS & REAPPOINTMENTS

C. Allen made a motion, seconded by B. Roccapriore, to table the appointment of John Vassallo to the Zoning Board of Appeals. The motion was unanimously approved.

CONNECTICUT MAIN STREET UPDATE

Carl Rosa, Director of Field Services at Connecticut Main Street Center, presented an update on the Main Street Management Assessment. A copy of the full assessment is attached to these minutes.



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

PLANNING & ZONING AND LANDFILL UPDATE

Abby Piersall, Town Planner, presented an update on the Landfill Project as well an update on several Planning & Zoning projects.

Landfill Capping

- A. Piersall reported that the Town is awaiting additional third-party review quotes for the construction-phase oversight of the landfill project.
- The Town Attorney has requested an additional week to review the project documents. Additional information is anticipated for Council consideration by September 16.
- Planning and Zoning continued their public hearing until September 14th.
- Loureiro continues to coordinate with DEEP on the closure permit and will notify the Town once it has been issued.
- A. Piersall noted that she will provide another update at the next Council meeting.

SHIPP Grant

- A. Piersall informed the Council that the CT Port Authority's Small Harbor Improvement Projects Program (SHIPP) grant opened on September 1 and will close on September 30.
- She recommended applying to offset the cost of the dredging project. The application would request the full \$400,000 in grant funds, reducing the Town's anticipated project cost from \$1 million to \$600,000.
- A. Piersall will attend the September 16th meeting to seek the Council's endorsement to submit the grant application on behalf of the town.

CDS

- A. Piersall has been working with the town's project manager at the EPA to prepare for the grant application that will allow the town to access the Congressionally Directed Spending Award for the final design of downtown wastewater treatment facilities.
- Next steps include preparing a QAPP (Quality Assurance Protection Plan) for the data collection phase of the project and finalizing the draft grant application materials for EPA review. This process is expected to take 2-3 months, with a grant application submission by the end of January 2027.

Bridge Projects

- Country Village Lane:
 - The Inland Wetlands Commission reviewed the project at their September 1st meeting.
 - Once permitting is complete, BL Companies intends to bid the project on September 23rd.
 - Funding for the project is through the Federal Local Bridge Program. The Town will receive 100% reimbursement for this project.
 - The current estimated project cost is \$2,614,090.



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

- After the bidding process is complete, the Town Council will be asked to approve the total project cost.
- Ben Merrill Road
 - A. Piersall reported that this project was the subject of a public meeting in July and is currently in the permitting process.
 - Funding for the project is provided through the Federal Local Bridge Program, under which the Town will receive 100% reimbursement.
 - The estimated project cost is \$3,382,660.
 - After the bidding process is complete, the Town Council will be asked to approve the total project cost. This is expected to occur in the second half of 2027.
- Waterside Lane
 - A. Piersall reported that the project is currently under review by the DOT regarding an exception request related to the bridge width. Additional details will be shared when available.
 - Funding for the project is through the Federal Local Bridge Program and the Town will receive 100% reimbursement.
 - The project schedule will depend on the time required to finalize the design.

Other

- Liberty Green:
 - A. Piersall reported that organizations have been asked to provide initial feedback on their priorities for the future of Liberty Green, including programming, landscaping, and long-term maintenance. The intent is to hold a public meeting later this fall to gather additional input and develop a plan for next steps.
- Data cleanup
 - Significant work is underway to streamline operations and improve overall efficiency.
- POCD Implementation
 - The Commission has begun its outreach and review of the goals and actions identified in the Plan of Conservation and Development (POCD). Piersall will be contacting identified stakeholder groups to discuss these items in more detail.

YOUTH SERVICE BUREAU GRANT

Kathy Grega, Director of Human Services, is asking the council for permission to apply for the Youth Service Bureau Grant. This grant provides financial support to REACT prosocial activities, Haunted Hallways, Christmas



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

in Clinton, Clinical Interventions, psychoeducational groups as well as Summer Camps Activities, Summer Camp scholarships and stipends for mentorship opportunities.

C. Allen made a motion, seconded by C. Passante, to authorize the submission of the Youth Service Bureau Grant and allow the Town Manager to sign all required application documents on behalf of the Town. The motion was unanimously approved.

FINANCE ACTION ITEMS

Finance Director Robert Tait reviewed all appropriation requests with the Council, and the following action was taken.

Landfill Closure Appropriation Request

B. Roccapriore made a motion, seconded by C. Allen, to approve the increase of the FY 2026–27 Capital Projects CIP Transfer line item by \$301,400 for landfill closure costs, to be funded from the General Fund committed fund balance previously designated for landfill closure. The motion was unanimously approved.

Appropriation & Bond Authorization Request

R. Tait reviewed each of the capital projects with the Council. D. Donovan expressed opposition to bonding as the method of funding the capital projects outlined in the bonding resolution.

B. Roccapriore made a motion, seconded by C. Passante, to approve the appropriation and bond authorization of \$3,320,000 for Various Capital Improvement Projects, and to refer said resolution to a special town meeting on September 16, 2026 for discussion only, and further to place the question on the November 3, 2026 referendum in accordance with Section 7-7 of the Connecticut General Statutes and the Town Charter. The motion was approved with a vote of 5 in favor (C. Allen, C. Passante, C. Aniskovich, B. Roccapriore and M. Shove) and 1 opposed (D. Donovan).

Year End Line Item Transfers (2025-26)

D. Donovan made a motion, seconded by C. Passante, to approve the FY 2025–26 year end line item transfers as recommended by the Finance Director totaling \$231,015.10 as presented. The motion was unanimously approved.

<u>TITLE</u>	<u>BUDGET</u>	<u>EXPEND</u>	<u>BALANCE</u>	<u>TRANSFERS - IN</u>	<u>TRANSFERS - OUT</u>
TOWN MANAGER LEGAL SERVICES	250,000.00	322,815.09	-72,815.09	72,815.09	
FRINGE BENEFITS HEALTH INSURANCE	1,815,000.00	1,852,703.81	-37,703.81	37,703.81	
WATER & HYDRANTS WATER & HYDRANTS	555,000.00	590,850.78	-35,850.78	35,850.78	
PARKS & RECREATION SALARIES-FULL TIME	124,928.55	153,544.58	-28,616.03	28,616.03	
TECHNOLOGY COMMUNICATIONS	127,630.00	151,082.91	-23,452.91	23,452.91	
PUBLIC WORKS DIESEL - GASOLINE FUEL	165,690.00	174,958.93	-9,268.93	9,268.93	
FRINGE BENEFITS EMPLOYER SOC SEC CONTRIB	606,000.00	613,817.58	-7,817.58	7,817.58	



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

PUBLIC WORKS PIERSON COSTS	20,000.00	25,837.54	-5,837.54	5,837.54	
GENERAL GOV'T ADMIN MISC EXPENDITURES	20,000.00	23,117.55	-3,117.55	3,117.55	
PUBLIC WORKS HAZARDOUS WASTE SITE	20,000.00	22,441.16	-2,441.16	2,441.16	
ECON DEVELOPMENT MARKETING	20,000.00	21,407.11	-1,407.11	1,407.11	
WASM MAINTENANCE OVERTIME	19,845.00	21,045.17	-1,200.17	1,200.17	
PARKS & RECREATION REPAIRS & MAINTENANCE	55,000.00	56,077.65	-1,077.65	1,077.65	
EMERGENCY MANAGEMENT SALARIES - PART TIME	12,500.00	12,809.03	-309.03	309.03	
PLANNING & ZONING COMM OTHER PROF SERVICES	980.00	1,030.80	-50.80	50.80	
PARKS & RECREATION OTHER SUPPLIES	5,000.00	5,048.96	-48.96	48.96	
FINANCE SALARIES-FULL TIME	325,698.00	318,243.50	7,454.50		(7,015.10)
TECHNOLOGY PROFESSIONAL SERVICES	110,000.00	102,516.04	7,483.96		(7,400.00)
ASSESSOR SALARIES-FULL TIME	218,571.00	213,626.46	4,944.54		(4,900.00)
TAX COLLECTOR SALARIES-FULL TIME	142,267.00	139,005.84	3,261.16		(3,000.00)
FRINGE BENEFITS PENSION PLAN - FIRE DEPT	145,001.00	137,088.81	7,912.19		(7,900.00)
POLICE HOLIDAY PAY	144,606.00	136,394.50	8,211.50		(8,200.00)
POLICE SALARIES - PART TIME	19,377.00	10,980.95	8,396.05		(8,300.00)
REGISTRAR OF VOTERS REPAIRS & MAINTENANCE	9,381.00	809.71	8,571.29		(4,500.00)
COMMUNICATIONS SALARIES-FULL TIME	466,249.00	457,141.60	9,107.40		(9,100.00)
INLANDS/WETLANDS COMM SALARIES-FULL TIME	80,038.00	69,505.29	10,532.71		(10,500.00)
PUBLIC WORKS ELECTRICITY	260,000.00	247,099.96	12,900.04		(12,900.00)
REGISTRAR OF VOTERS PART TIME WAGES	33,160.00	19,698.67	13,461.33		(8,400.00)
PARKS & RECREATION SALARIES - PART TIME	109,619.00	94,263.11	15,355.89		(15,300.00)
PUBLIC WORKS HEAT/WATER	145,000.00	123,171.28	21,828.72		(21,800.00)
COMMUNICATIONS SERVICE CONTRACTS	151,002.00	129,021.60	21,980.40		(21,900.00)
POLICE OVERTIME	252,950.00	228,571.96	24,378.04		(24,300.00)
FRINGE BENEFITS STATE RETIRE CONTRIBUTION	730,000.00	703,847.71	26,152.29		(26,000.00)
PUBLIC WORKS SALARIES-FULL TIME	1,172,926.00	1,143,270.01	29,655.99		(29,600.00)
				231,015.10	(231,015.10)

FY 2026-27 CIP Transfer Request

C. Allen made a motion, seconded by B. Roccapriore, to approve the FY 2026–27 transfer of \$1,000,000 from CIP account 604111 59730 (Sidewalk Grant) to CIP account 604165 59865 (Dredging), as requested. The motion was unanimously approved.

Transfer of Funds Request

D. Donovan made a motion, seconded by B. Roccapriore, to approve a transfer request of \$24,150 from various accounts into various accounts as listed below. The motion was unanimously approved.



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

TOWN OF CLINTON - END OF FISCAL YEAR 2025-26 TRANSFERS TO ENABLE RE-APPROPRIATIONS							
ACCOUNT				ADJUSTED BALANCE AFTER YR END	TRANSFERS - IN	TRANSFERS - OUT	ADJUSTED BALANCE
01	4111	51310	TOWN MANAGER SALARIES-FULL TIME	2,285.73		(2,000.00)	285.73
01	4119	53300	FINANCE OTHER PROF/TECH SERVICES	2,263.51		(2,000.00)	263.51
01	4119	54304	FINANCE IT/TECHNOLOGY MAINTENANCE	1,938.97		(1,900.00)	38.97
01	4131	53500	ASSESSOR TECHNICAL SERVICES	2,900.92		(2,900.00)	0.92
01	4131	56430	ASSESSOR PERIODICALS	2,400.00		(2,400.00)	-
01	4143	51310	TECHNOLOGY SALARIES-FULL TIME	2,587.80		(100.00)	2,487.80
01	4147	51310	TOWN CLERK SALARIES-FULL TIME	3,495.00		(3,400.00)	95.00
01	4147	56100	TOWN CLERK GENERAL SUPPLIES	2,455.74		(2,400.00)	55.74
01	4147	57350	TOWN CLERK TECHNOLOGY SOFTWARE	1,500.00		(1,500.00)	-
01	4147	58111	TOWN CLERK ELECTION COSTS	1,955.88		(1,900.00)	55.88
01	4195	58100	REGISTRAR OF VOTERS DUES & FEES	2,422.40		(2,400.00)	22.40
01	4215	51310	ANIMAL CONTROL SALARIES-FULL TIME	1,492.00		(1,250.00)	242.00
01	4111	53305	TOWN MANAGER HUMAN RESOURCES PROF SVS	-	10,500.00		10,500.00
01	4119	53310	FINANCE AUDIT/ACCOUNTING SERVICES	7,904.00	5,500.00		13,404.00
01	4203	54300	FIRE DEPARTMENT REPAIRS & MAINTENANCE	1,980.64	8,150.00		10,130.64
					24,150.00	(24,150.00)	

Re-appropriation Requests totaling \$193,880 (Carryforward to FY 2026-27)

C. Allen made a motion, seconded by C. Passante to approve the re appropriation of \$193,880 from FY 2025–26 to be carried forward into FY 2026–27 for the following items. The motion was unanimously approved.

- \$10,500 for Human Resource Project
- \$13,250 for an annual subscription for CIP reporting software
- \$5,000 for Registrar part-time wages for the democratic primary
- \$4,000 for Registrar laptops (2)
- \$63,000 for police severance payouts
- \$10,130 to reimburse the fire department for a boat motor replacement
- \$88,000 for fire hose

Creation of New Fund – Capital Roads & Sidewalks Fund

D. Donovan made a motion, seconded by M. Shove, to adopt a resolution establishing Fund 66, the Capital Roads & Sidewalks Fund, as a dedicated financial mechanism for the repair, maintenance, and construction of municipal road and sidewalk infrastructure. The motion is unanimously approved.



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

Transfer to New Fund

B. Roccapriore made a motion, seconded by M. Shove to approve the FY 2025–26 transfer of \$100,000 from various accounts to the budget line item “Transfer Out to Other Funds,” for deposit into Fund 66 (Capital Roads & Sidewalks Fund). The motion was unanimously approved.

TOWN OF CLINTON - FISCAL YEAR END 2025-26 TRANSFERS FOR CAPITAL ROADS/SW FUND						
				FOR ROADS / SW FUND		
ACCOUNT				ADJUSTED BALANCE AFTER YR END AND REAPPR	TRANSFERS - IN	ADJUSTED BALANCE
TITLE					TRANSFERS - OUT	
01 4143 51310	TECHNOLOGY SALARIES-FULL TIME			2,487.80	(2,400.00)	87.80
01 4143 54300	TECHNOLOGY REPAIRS & MAINTENANCE			1,837.38	(1,800.00)	37.38
01 4143 54304	TECHNOLOGY IT/TECHNOLOGY MAINTENANCE			2,706.53	(2,700.00)	6.53
01 4143 58010	TECHNOLOGY SMALL CAPITAL			2,129.94	(2,100.00)	29.94
01 4147 54903	TOWN CLERK LAND RECORDS INDEX AUDIT			1,111.60	(1,000.00)	111.60
01 4153 51310	PLANNING & ZONING COMM SALARIES-FULL TIME			4,467.98	(4,400.00)	67.98
01 4153 53225	PLANNING & ZONING COMM TRAINING			1,220.51	(1,000.00)	220.51
01 4153 53300	PLANNING & ZONING COMM OTHER PROF/TECH SERVICES			2,253.01	(2,200.00)	53.01
01 4165 51310	HARBOR COMMISSION SALARIES-FULL TIME			2,554.68	(2,500.00)	54.68
01 4165 51320	HARBOR COMMISSION SALARIES - PART TIME			1,980.21	(1,900.00)	80.21
01 4193 51310	WASM MAINTENANCE SALARIES-FULL TIME			4,026.59	(4,000.00)	26.59
01 4201 51333	POLICE LONGEVITY			1,133.12	(1,000.00)	133.12
01 4201 52910	POLICE CLOTHING ALLOWANCE			2,199.98	(2,100.00)	99.98
01 4201 53302	POLICE RECRUITMENT COSTS			5,077.05	(5,000.00)	77.05
01 4201 54311	POLICE VEHICLE MAINTENANCE			2,740.18	(2,700.00)	40.18
01 4201 56100	POLICE GENERAL SUPPLIES			4,078.91	(4,000.00)	78.91
01 4201 56210	POLICE DIESEL - GASOLINE FUEL			1,187.89	(1,000.00)	187.89
01 4201 56900	POLICE OTHER SUPPLIES			1,082.72	(1,000.00)	82.72
01 4201 56903	POLICE UNIFORMS			6,299.59	(6,200.00)	99.59
01 4213 51310	BUILDING DEPARTMENT SALARIES-FULL TIME			3,607.40	(3,600.00)	7.40
01 4213 53303	BUILDING DEPARTMENT INSPECTION COVERAGE			1,500.00	(1,500.00)	-
01 4219 57390	FIRE MARSHAL OTHER EQUIPMENT			1,000.00	(900.00)	100.00
01 4221 51320	COMMUNICATIONS SALARIES - PART TIME			5,412.12	(5,400.00)	12.12
01 4221 51335	COMMUNICATIONS HOLIDAY PAY			5,706.13	(5,700.00)	6.13
01 4221 53225	COMMUNICATIONS TRAINING			3,632.35	(3,600.00)	32.35
01 4221 54317	COMMUNICATIONS RADIOS/RADAR/SIREN REPAIR			4,680.20	(4,600.00)	80.20
01 4221 57390	COMMUNICATIONS OTHER EQUIPMENT			1,586.24	(1,500.00)	86.24
01 4301 51330	PUBLIC WORKS OVERTIME			2,884.00	(2,800.00)	84.00
01 4301 51332	PUBLIC WORKS OVERTIME FIELDS			3,060.55	(3,000.00)	60.55
01 4301 56100	PUBLIC WORKS GENERAL SUPPLIES			1,661.86	(1,600.00)	61.86
01 4311 56275	STREET LIGHTING STREET LIGHTING			1,596.29	(1,500.00)	96.29
01 4419 51310	HUMAN SERVICES SALARIES-FULL TIME			5,786.08	(5,700.00)	86.08
01 4427 51320	SENIOR SERVICES SALARIES - PART TIME			1,044.32	(1,000.00)	44.32
01 4505 52900	PARKS & RECREATION TRAVEL EXPENSE			1,800.92	(1,800.00)	0.92
01 4603 51320	ECON DEVELOPMENT SALARIES - PART TIME			3,328.06	(3,300.00)	28.06
	FRINGE BENEFITS EMPLOYER OPEB CONTRIB			3,565.00	(3,500.00)	65.00
01 4901 59020	TRANSFER OUT TO CAP PROJ			-	100,000.00	100,000.00
					100,000.00	(100,000.00)
					TRANSFER TO FUND 66 >>>>>	
					BALANCE	
						(100,000.00)



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

TOWN MANAGER'S REPORT

M. Benivegna's written report was included in the agenda packet. She then highlighted the proposal she received from Nicki Dakis regarding a Town Council Community Service Award. The concept brought forward would recognize The Morgan School students who complete 50 or more hours of volunteer service with a Clinton based organization during the school year. Under the proposal, the Board of Education would verify qualifying students and provide their names to the Town, and the Town Council could formally acknowledge them, potentially during end of year school ceremonies. The Council was in full support.

CHAIRMAN'S REPORT

Teskey provided a progress update on the Town's Strategic Plan.

- The Vision and Mission Statement was adopted on August 5, 2026.
- The Town Council and Town Manager jointly adopted five Strategic Directives:
 - Fiscal sustainability
 - Economic development
 - Quality of life
 - Housing
 - Organizational and governance excellence
- At the August 19, 2026 meeting, the Town Council continues its work on developing townwide, long-term goals. The Town Manager will review these goals with her staff and report back on feasibility, recommended modifications and prioritization.
- Development of 2027 Fiscal Year Goals
 - Work to refine these broader goals into specific FY 2027 goals is planned for the September 16, 2026 regular Town Council meeting.
- Town Hall Theatre
 - The chairman requested a progress update from the Town Manager regarding the exploration of expanded use of the Andrew's Memorial Theatre. This update is expected at the next council meeting.
- Town Charter Review of Section 8-4
 - The Chairman read Section 8-4 of the Town Charter regarding Town Manager responsibilities.
 - The Council discussed the charter requirement that the Town Manager "shall require each board, commission and officer of the Town to submit a written quarterly progress report of their official activities to the Town Manager for submission to the Town Council."
- WPCC Vacancies
 - Teskey reported receiving an email from the chairman of the commission stating there are three vacant seats on the Commission.



TOWN OF CLINTON
54 East Main Street
Clinton, CT 06413
860-669-9333

- Community Volunteerism
 - Teskey emphasized that volunteerism is a key element that elevates a community from good to great, noting that Clinton benefits from many dedicated volunteers, though additional participation is always welcome. He highlighted several special community moments, including basketball championships at Mohegan Sun, the Memorial Day Parade, holiday events, and Morgan High School graduation, and stated that Clinton Fireworks Day remains one of the community's most cherished events. This year's celebration featured perfect weather, a boat parade, dog dock diving, self-made boats, and a spectacular fireworks display. He extended a sincere thank you to Clinton CT Fireworks, Inc., the Town of Clinton, Cedar Island Marina, Placemakers, Rob Derry, and Carol Walters for making the event exceptional.

TOWN COUNCIL DISCUSSION

B. Roccapriore reported on last weekend's Senior Connection event and thanked everyone involved for doing a great job. C. Allen commented on the recent concerns arising in other towns regarding the use of Flock cameras.

TOWN COUNCIL COMMITTEE AND LIAISON REPORTS

No liaison reports were provided by Council members at this time.

EXECUTIVE SESSION – PERSONNEL, PURSUANT TO CGS 1-200 (6) (A)

B. Roccapriore made a motion, seconded by C. Allen, to enter executive session at 9:50 AM and invite Mary Schettino and Michelle Benivegna. The motion was unanimously approved. M. Schettino and M. Benivegna left executive session at 10:00 AM. The council came out of executive session at 10:20 AM.

PUBLIC WORKS TRUCK DRIVER POSITION

B. Roccapriore made a motion, seconded by C. Allen, to authorize the hiring of a Truck Driver in the Department of Public Works to fill an existing vacancy, in accordance with the terms of the collective bargaining agreement. The motion was unanimously approved.

ADJOURN

D. Donovan made a motion, seconded by C. Passante and unanimously adjourned the meeting at 10:25 AM.

Respectfully submitted,

Mary Schettino
Executive Assistant



Connecticut Main Street Center Main Street Management Assessment

Clinton - Clinton Main Street
Date of Visit: 6/1/2026





Background

Clinton is a town in Middlesex County, Connecticut. The town is part of the Lower Connecticut River Valley Planning Region. The population of the town was 13,185 at the 2020 census. The town center is known as Clinton Center. It is the location of the Clinton Village Historic District, which is listed on the National Register of Historic Places.

Clinton joined the Connecticut Main Street network in December of 2024. On February 4, 2025, the initial Main Street Management Assessment was conducted with Town Manager Michelle Benivegna, Town Planner Abby Piersall, Economic Development Consultant Dale Kroop, and CMSC Field Services Director Carl Rosa.

In late August of 2025, Carl Rosa met with Clinton Economic Development Coordinator Alan Felgate to review CMSC membership benefits, review the Assessment, and discuss report recommendations.

On Monday, June 1, 2026, Carl met with Town Manager Michelle Benivegna and Consultant Dale Kroop, to conduct the second annual Assessment. It was noted during the meeting that some recommendations from the initial report had been acted on and a Main Street Advisory Committee had been formed.

Purpose of Main Street Management Assessment

Downtowns serve as the hub for arts and culture, small business, local tourism, home to institutions, and greatly contribute to community pride, social cohesion, and quality of life. Succinctly stated by Ed McMahon, Chair Emeritus of the National Main Street Center Board of Directors, "Downtown is important because it's the heart and soul of any community. If you don't have a healthy downtown, you simply don't have a healthy town."

A thriving main street requires ongoing management. Main street management is comprehensive work that juggles competing priorities and convenes community stakeholders around a unifying vision. Connecticut Main Street Center (CMSC) created the Annual Main Street Management Assessment to strengthen and support our main street managers, breaking down the main street management process into concrete, incremental action items.

As a benefit of your CMSC membership, you are entitled to an annual management assessment of your downtown district. This assessment will help identify areas of strength and weakness, measure year-over-year progress of the district, and recommend next steps and areas of priority.

How to Use This Report

The assessment measures the activities around main street management, providing CMSC's main point of contact with guidance. The point of contact for the district or key stakeholders may be involved in the assessment process; however, wider members of the community are not included in this process. This is not a community input exercise concerning the use or perceptions of the main street. Rather, it is a means to determine areas of strengths and weakness in main street management.

As such, this assessment report is for internal use only. We recommend the results of the assessment guide the district's strategic planning and be incorporated into an annual work plan. Each action item is hyperlinked to an online resource page on CMSC's community platform – an exclusive benefit to CMSC membership. The webpages provide additional guidance and context for each action item. Though a score is provided in your assessment, we strongly recommend not focusing on the score and rather focus on the recommendations made and action items that need attention.



CMSC will not publish your results publicly or share with other communities. CMSC may publish aggregate anonymous data for communication materials.

Methodology

The assessment is a comprehensive examination of how your district is performing based on the Four Points of Main Street Management through 83 action items. The action items are derived from national best practices for main street and downtown management and other national planning standards such as Complete Streets. The assessment also incorporates Connecticut's unique character. The assessment is centered on cultivating vibrant communities – regardless of urban, suburban, or rural context. Connecticut Main Street Center endeavors to stay current with our evaluation. We reviewed the Assessment Tool on an annual basis and add new data points as relevant.

Each point of the Four Points of Main Street Management is broken down into specific action items. Each action item is graded on a rubric 1 through 4 via CMSC observations of the district and interviewing the district's point of contact. Additionally, each action item is sorted and weighted accordingly into fundamental, intermediate, and advanced priorities. A score for each point and a cumulative score is provided. The lowest score is 25% and the highest score is 100%.

- 1 = Attention Needed
- 2 = Needs Improvement
- 3 = Satisfactory
- 4 = High Performing

Four Point Score Categories	Score Description
Overall	This score is a cumulative weighted score across all Four Points. It is not an average of the scores below.
 Economic Vitality	Economic Vitality looks at practices that restore the district's economic value by building a diverse economic base, catalyzing smart new investment, and cultivating a strong entrepreneurial ecosystem. The assessment measures 22 action items in subcategories: Market Assessments, Real Estate Development, Small Business, and Business Continuity Planning.
 Design	Design looks at practices that restore the district's physical value by creating an inviting, inclusive atmosphere, celebrating its historic and unique character, and fostering accessible, people-centered public spaces. The assessment measures 28 action items in subcategories: Complete Streets, Parking, Streetscapes, Public Green Spaces, Signage, Buildings, and Public Art.
 Promotion	Promotion looks at practices that restore the district's social value by marketing the district's defining assets, communicating unique features through storytelling, and supporting the "buy local" experience. The assessment measures 10 action items in subcategories: Market Assessment, Branding, and Events.
 Organization	Organization looks at practices that restore the district's civic value by building leadership and strong organizational capacity, ensuring broad community engagement, and forging partnerships across sectors. The assessment measures 23 action items in subcategories: Municipal



		Support, Board of Directors or Advisory Board/Committee, Strategic Planning & Work Plan, Administration, Funding, Financial Management, Demonstrating Impact, Messaging and Outreach, Volunteers, and Public Safety.
--	--	--



Main Street Management Assessment Results

Attention Needed	Room for Improvement	Satisfactory	High-Performing
25% - 45%	46% - 64%	65% - 83%	84% - 100%

Based on the assessment results, the district falls into the **Satisfactory** performance category of Main Street Management.

The breakdown of your score is as follows:





Assessment Analysis

General Findings

The overall score of 65% indicates a Main Street management approach in the “Satisfactory” range. This is a marked improvement from the initial 2025 assessment and is due in large part to improvements in all four main street categories of Economic Vitality, Design, Promotion, and Organization. Economic Vitality and Promotion scores saw the greatest jumps, both registering 20 percentage points higher than the 2025 scores. Here is a side-by-side comparison of the 2025/26 scores:

	2025	2026
<u>Overall</u>	48	65
Economic Vitality	38	58
Design	51	69
Promotion	50	70
Organization	52	66

Strengths

Clinton has demonstrated strong efforts in the care and maintenance of their main street district. Sidewalk conditions, landscaping, gateway signage, building conditions, and store window displays, are of a high quality and standard.

The Town has demonstrated a commitment, in both financing and manpower to improve Clinton’s main street area. One specific way is the commitment to managing their annual community events. Events enjoy strong community support and are well attended.

The Main Street Advisory Committee has been activated to start addressing CMSC recommendations. This group can play a significant role moving forward as efforts transition from advisory capacity to a more formal management process dedicated specifically for Clinton’s main street area of focus.

Weaknesses/Opportunities

With the Main Street Advisory Committee in place, the opportunity exists to create a strategic plan specific for the Clinton main street district. Such a plan should be conducted through an inclusive process that involves community input, some of which may already be available from the recent POCD update, and be reflective of the district’s business, building, historic, public spaces, art and business clusters inventories. An effective strategic plan will lead to specific work plans and projects.

While strides have been made to assemble the necessary tools to effectively manage and develop the main street district such as building, commercial space, and business inventories, more work needs to be done with tracking the demographics of residents and workers in the area. These two groups could have a significant impact on the economics of the district.

Property owner engagement is one area that can be improved. Efforts should be made to establish a regular outreach process for district building owners to keep them engaged as well as aware and supportive of business recruiting efforts.



Marketing efforts for the district are somewhat inconsistent and can be improved. Several areas in this regard should be considered including updating the visual identity with logo, color and images that can be used across multiple means of media. Including printed materials, website and social media.

In addition, a written disaster plan for district businesses should be established. In the event of a disaster such as flooding or fire that may affect a business or businesses, it is important to have a centralized point of contact, emergency contact numbers, information on disaster relief and recovery funding sources, a list of temporary space availability, a list of remediation companies, and other necessary aid information.

District public parking options and locations should be inventoried and promoted. This can be an effective marketing tool to inform visitors and patrons to the various parking options while they are in town for events, dining, shopping, or recreation.

Demonstrating impact should be a priority moving forward. This comes with tracking and promoting transformative district data, updates, and improvements. Public and private investment, job creation, new businesses, vacancy rates, and volunteer hours, among other data, should be tracked and promoted on a regular basis.

Recommendations

Based on the assessment results and observations, CMSC recommends you focus on the following activities for the next 12 months:

Action #1 – Establish a strategic plan specific for Clinton’s Main Street district. The Main Street Advisory Committee can take the lead in this regard. The plan should be developed through an inclusive process utilizing surveys, focus groups, and community input. Some of this may already be available from the recent POCD update process. It should reflect the district’s business, buildings, historic, public spaces, art, and business cluster inventories. It should include goals, specific tasks, measurable outcomes, and benchmarks. Connecticut Main Street Center can offer strategic planning services if necessary.

Action #2 – A “property/building” owner engagement process should be considered. This can be done through consistent updates via newsletter, email, and regularly scheduled meetings. Keeping property owners informed and involved can help with business recruiting efforts and related district revitalization plans.

Action #3 – Consider developing a marketing and branding strategy for Clinton’s main street. This should include an updated visual identity with logo, color palette, typography, and images to be used consistently across all methods of electronic and print media.

Action #4 – Develop a written “Disaster Plan” specific for district businesses. In the event of flood, fire, active shooter, cyber-attack, or eviction, a written plan should be developed that includes emergency contact information, disaster relief and recovery funding sources, remediation services, temporary available storefront spaces, and other resource information. It should be developed with input from local public safety officials, public health, economic development, and other municipal officials.



Action #5 – Demonstrating Impact. A plan should be established to collect transformative impact data for the main street district. Statistics such as new businesses, job creation, property transactions, public/private investment, vacancy rates, event attendance, and volunteer hours should be tracked and promoted on a regular basis. Consider including this data in annual reporting as well.

Action #6 – Public Art represents the connective elements that tie everything together with color and vibrancy along main street. In addition to maintaining the inventory of all public art and monuments in the district, efforts should be made to consistently promote it and include it in all district correspondence, websites, and social media outreach.

Fundamental Main Street Management Actions

The action items listed below are practices that serve as the bedrock for main street management. Without these items in place, you run the risk of focusing on projects, events, or initiatives that are not in alignment with each other, do not leverage your district's strengths, and/or do not address the core challenges your district faces.

Depending on your district's situation, some actions can be easier to tackle first because there is already momentum. Main street management is an ongoing process. It is important as a district to understand your priorities and work on incremental actions that will address your goals.

Each action item is scored against a detailed rubric:

**TOWN OF CLINTON
TOWN COUNCIL
RESOLUTION**

RE: Appropriation and Bond Authorization of \$3,320,000 for Various Capital Improvement Projects.

RESOLVED:

(i) that the Town Council of the Town of Clinton (the “Town”) approves and recommends to the electors and all others entitled to vote at town meetings of the Town that (i) the total sum of \$3,320,000 be appropriated for the cost of various capital improvement projects including: (a) \$195,000 for the purchase of a wheeled excavator for the Town’s Department of Public Works (b) \$125,000 for the purchase of a generator for the Town’s Police Department (c) \$1,000,000 for roads and sidewalks throughout the Town, and (d) \$2,000,000 for renovations in the Town library, including, all surveys, alterations, repairs and improvements in connection therewith and engineering, architectural and temporary and permanent financing costs related thereto (collectively the “Projects”) and to meet said appropriation and in lieu of a tax therefor, bonds of the Town be issued pursuant to Chapter 109 of the Connecticut General Statutes, as amended, the Town Charter (the “Charter”) or any other provision of law thereto enabling, in the amount of \$3,320,000 or so much thereof as may be necessary after deducting grants or other sources of funds available therefor, which bonds shall be general obligations of the Town to which its full faith and credit is pledged; and

(ii) that the Town reasonably expects to incur expenditures (the “Expenditures”) in connection with the capital Projects for which a general functional description is provided above. The Town reasonably expects to reimburse itself for the cost of the Expenditures with the proceeds of bonds of the Town described above. The maximum principal amount of such debt is not expected to exceed \$3,320,000. This declaration of official intent is a declaration of official intent made pursuant to Treasury Regulation Section 1.150-2; and

BE IT FURTHER RESOLVED that should the appropriation and bond authorization be approved by the voters at Town Meeting,

(i) the Town Manager and the Treasurer be authorized to issue and sell such bonds, and temporary notes of the Town in an amount not to exceed \$3,320,000 in anticipation of such bonds, and to determine the amount, date, date of maturity, interest rate, form and other details of such bonds and notes, pursuant to Chapter 109 of the Connecticut General Statutes, as amended, or any other provision of law thereto enabling; and

(ii) the Town Manager and the Treasurer shall sign the bonds and notes by either manual or facsimile signatures and that the law firm of Pullman & Comley, LLC is designated as bond counsel to approve the legality of the bonds; and

(iii) the Town Manager and the Treasurer, or either of them, is authorized to designate a bank or trust company to be the certifying bank, registrar, transfer agent and paying agent of the bonds; to sell the bonds and notes at public or private sale or negotiation; to deliver the bonds and notes; and to perform and comply with all requirements of the Internal Revenue Code of 1986, and to perform all other acts and execute such documents which are necessary or appropriate to issue the bonds and notes including, but not limited to, the execution and delivery of a bond purchase agreement, tax compliance agreement and bond insurance agreement; and

(iv) that the Town Manager be authorized to determine and allocate amounts to be spent on each improvement project listed in paragraph (i) above, provided that the total amount spent on all such improvement Projects does not exceed \$3,320,000; and

BE IT FURTHER RESOLVED that a Special Town Meeting (the “Meeting”) is hereby called to be held on **September 16, 2026**, at Andrew’s Memorial Town Hall, 54 East Main Street, Clinton, Connecticut 06413 at **6:00 p.m.** to consider but not vote upon the resolution for the Projects as set forth above.

BE IT FURTHER RESOLVED, that the Town Council, pursuant to Section 7-7 of the Connecticut General Statutes, as amended, and the Charter of the Town hereby removes the item, described above on the call of the Meeting to be held on **September 16, 2026**, for submission to the voters of the Town who are qualified to vote at town meetings, for vote by paper ballot on **November 3, 2026**, during the hours from 6:00 a.m. to 8:00 p.m. such referendum to be held at the Clinton Town Hall, 54 East Main Street, Clinton, CT 06413 under the following heading:

Shall the Town of Clinton appropriate a total sum of \$3,320,000 for the cost of various capital improvement projects in the Town of Clinton (the “Town”) including: (a) \$195,000 for the purchase of a wheeled excavator for the Town’s Department of Public Works (b) \$125,000 for the purchase of a generator for the Town’s Police Department (c) \$1,000,000 for roads and sidewalks throughout the Town, and (d) \$2,000,000 for renovations in the Town library, including, all surveys, alterations, repairs and improvements in connection therewith and engineering, architectural and temporary and permanent financing costs related thereto, and authorize the issuance of bonds and notes or other obligations in the total amount of \$3,320,000 to finance such appropriation? YES or NO

The moderator of the Meeting shall adjourn such Meeting after reasonable discussion of such item and conclusion of such other business as may properly come before the Meeting and order such vote by paper ballot in accordance with this resolution, Section 7-7 of the Connecticut General Statutes and the Charter.

BE IT FURTHER RESOLVED, that the Town Council authorizes the Town Clerk, subject to the approval of a municipal attorney, to prepare and print a concise explanatory text concerning the question to be submitted to the voters at referendum on **November 3, 2026**,

specifying the intent and purpose of the Projects in accordance with Section 9-369b of the Connecticut General Statutes.

WARNING
NOTICE OF SPECIAL MEETING AND REFERENDUM VOTE
CLINTON, CONNECTICUT

All electors and persons qualified to vote in town meetings of the Town of Clinton, Connecticut (the “Town”), are hereby notified that the Town Council of the Town is convening a Special Town Meeting (the “Meeting”) to be held at Andrew’s Memorial Town Hall, Clinton, Connecticut on **September 16, 2026**.

The Meeting will begin at 6:00 p.m. for the following purposes:

Item 1. To consider and discuss, but not vote upon, a total appropriation of \$3,320,000 for the cost of various capital improvement projects in the Town of Clinton (the “Town”) including: (a) \$195,000 for the purchase of a wheeled excavator for the Town’s Department of Public Works (b) \$125,000 for the purchase of a generator for the Town’s Police Department (c) \$1,000,000 for roads and sidewalks throughout the Town, and (d) \$2,000,000 for renovations in the Town library, including, all surveys, alterations, repairs and improvements in connection therewith and engineering, architectural and temporary and permanent financing costs related thereto (collectively, the “Projects”), and the Town Manager and the Treasurer be authorized to issue and sell temporary notes of the Town in an amount not to exceed \$3,320,000 in anticipation of the receipt of the proceeds from the sale of such bonds or other obligations and to determine the terms of such notes and bonds, and to do all things necessary or appropriate to issue such bonds and notes.

The full text of the authorizing resolution for the Projects is on file and open to inspection at the office of the Town Clerk, Town Hall, 54 East Main Street, Clinton, Connecticut, for the review of any interested person.

All persons qualified to vote in town meetings of the Town are hereby further notified that pursuant to Section 7-7 of the Connecticut General Statutes and the Town Charter, the Town Council has removed the above item on the call of this Meeting for submission to the voters of the Town who are qualified to vote at town meetings for “yes” or “no” vote by voting machine on the following question:

Shall the Town of Clinton appropriate a total sum of \$3,320,000 for the cost of various capital improvement projects in the Town of Clinton (the “Town”) including: (a) \$195,000 for the purchase of a wheeled excavator for the Town’s Department of Public Works (b) \$125,000 for the purchase of a generator for the Town’s Police Department (c) \$1,000,000 for roads and sidewalks throughout the Town, and (d) \$2,000,000 for renovations in the Town library, including, all surveys, alterations, repairs and improvements in connection therewith and engineering, architectural and temporary and permanent financing costs related thereto, and authorize the issuance of bonds and notes or other obligations in the total amount of \$3,320,000 to finance such appropriation? YES or NO

The vote will be conducted at Andrew’s Memorial Town Hall, Clinton, Connecticut, during the hours between **6:00 a.m. and 8:00 p.m. on November 3, 2026**.

Michelle Benivegna, Town Manager

TOWN OF CLINTON, CONNECTICUT
OFFICE OF THE TOWN MANAGER

MEMORANDUM

TO: Town Council
FROM: Michelle Benivegna, Town Manager
DATE: Sept. 2, 2026
RE: Town Manager's Report

Beach Park Road Bridge & Tide Gate Replacement

Construction continues on the replacement of Beach Park Road Bridge and the Tide Gates. As of the August 25, 2026 progress meeting, approximately \$3.54 million in work completed through July 31, 2026. The revised contract value is approximately \$8.30 million. Below are specific details.

Construction Progress

- The new tide gate units have been installed; however, the self-regulating tide gate doors and mechanical components remain to be installed.
- Concrete work on the tide gate wall and southwest wingwall continues to progress.
- Sheet piling for the cofferdam at Abutment No. 2 and the northwest wingwall has been installed.
- Work anticipated over the next several weeks includes continued backfilling at Abutment No. 1 and the southwest wingwall, along with additional drilled-shaft work.

Project Schedule

The contractor's current baseline schedule identifies July 16, 2027 as the anticipated project completion date. The schedule will be updated again following completion of the tide gate installation.

Traffic & Public Impact

The Beach Park Road detour remains in place, and traffic-control signs and devices are reported to be functioning well. There may be a temporary increase in local traffic impacts when the precast bridge deck sections are delivered to the site. The Town will be notified in advance so that Police and/or traffic-control assistance can be coordinated as necessary.

Utilities

Coordination continues with Connecticut Water, Eversource, Frontier, and other utility providers regarding temporary and permanent utility relocations. Eversource has raised a question regarding funding responsibility for its relocation work. Ducks Unlimited's legal department is currently communicating with Eversource regarding this matter.

Environmental Monitoring

Environmental controls and monitoring remain ongoing, including erosion and sediment controls, turtle fencing, water turbidity, marsh water elevations, and protected species monitoring. DEEP approval of the contractor's discharge permit renewal is currently pending due to newly expanded water-testing requirements. The contractor is completing the additional sampling required as part of that process.

Emergency & Mass Notification Capabilities

At the request of the Town Council during a prior meeting, Emergency Management Director Mike Neff provided an overview of the Town's current mass notification capabilities and how the various systems can be utilized during emergency situations.

The Town currently has several methods available to communicate emergency information to residents:

Social Media: The Town can coordinate messaging across Town departments to distribute timely information. During the recent boil water order, coordinated social media messaging was used to share information provided by the Connecticut Department of Public Health (DPH) and Connecticut Water.

Town Website Email/Text Notifications: Through the Town's CivicPlus system, residents who have opted in can receive email and text notifications. This system was also utilized during the recent boil water order.

Everbridge/CT Alerts: The Town has the ability to send notifications through Everbridge/CT Alerts; however, this is primarily an opt-in notification system. Residents must proactively register their phone numbers and/or email addresses through CT Alerts in order to receive these notifications. Listed landline telephone numbers may also receive certain notifications.

Wireless Emergency Alerts/Reverse 911: The ability to send geographically targeted emergency alerts broadly to mobile devices within a designated area resides with the State of Connecticut through DEMHS.

To be clear, the Town does not have the independent ability to send a message through the reverse 911 system. If the Town believes circumstances warrant such a notification, the request and proposed message must be submitted through the State. The State determines whether the situation and content meet its established criteria and, if approved, sends the notification on behalf of the Town.

Everbridge/CT Alerts provides a similar means of distributing emergency information and can be utilized by the Town; however, unlike a broad State-authorized reverse 911 notification, Everbridge/CT Alerts is an opt-in system, meaning residents must elect to receive these notices.

EMD Neff also advised that the use of Everbridge has become more restrictive following the COVID-19 pandemic, with DEMHS providing additional oversight of municipal use of the system. During the recent boil water order, there was no indication that additional Everbridge notifications beyond those issued by DPH and Connecticut Water would have been approved.

An important limitation of the Town's existing notification systems is that email, text, and Everbridge/CT Alert notifications depend largely upon residents proactively registering their contact information. Continued public outreach encouraging residents to subscribe to the Town's CivicPlus notifications and CT Alerts will therefore remain important to expanding the Town's ability to communicate directly with residents during emergencies.

Library Lease Renewal

The Library lease has been extended for one month to allow sufficient time for a thorough review. The existing lease is approximately 30 years old and requires additional review before a new agreement is finalized. Additionally, Maribeth will be away for two of the four weeks in September, further limiting the time available to complete the review.

A draft of the proposed lease will be provided to the Town Council in advance of the October 21 meeting to allow Council members adequate time for review.

The current plan is to seek approval at the October 21 Town Council meeting authorizing the Town Manager to enter into the lease on behalf of the Town.

Elliott Building Renovation Update

Renovation and repair work at the Elliott House continues to progress. Repairs have been completed to portions of the stairs leading to the second floor, as well as to a handrail and wall. Repairs to address the roof leak originating near the chimney are currently in progress, and the electrician has replaced the lights.

The bathroom has also been partially gutted, and a new counter and sink are being installed. Once that work is completed, we are awaiting the painter, followed by installation of the new carpeting.

The goal is to have the current renovation and repair work completed by the end of September.

Proposed Town Council Community Service Award

I would like to have a discussion with the Town Council regarding the concept of establishing a Town Council Community Service Award as a way to encourage and recognize volunteerism among Clinton's high school students.

The idea was brought forward by Niki Dakis and would recognize students who complete 50 or more hours of volunteer service with a Clinton-based organization during the school year. The goal is to encourage young people to become involved in their community, experience the value of helping others, and develop an appreciation for community service.

Under the proposed concept, the Board of Education would determine and verify which students meet the established criteria and provide the names of qualifying students to the Town. The Town Council could then formally recognize those students, potentially as part of the school's end-of-year ceremonies.

No formal vote is requested at this time. I am seeking discussion and a consensus from the Council as to whether there is interest in moving forward with the concept. If there is consensus to proceed, I will work with Niki Dakis to develop and formalize the program and process on behalf of the Council and bring the details back to the Council as appropriate.