



Town of Paxton  
Board of Selectmen  
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## Regular Meeting Minutes

**Friday, August 2, 2013**

**Meeting Location: John Bauer Senior Center 17 West Street, Paxton, MA 01612**

Members Present: John F. Malone, Chairman  
Peter Bogren, Jr, Vice Chairman  
Julia N. Pingitore, Clerk

Carol L. Riches, Town Administrator

Attendees: Chief Desrosiers  
Chief Conte

The Chairman called the meeting to order at 9:05am.

### **Discuss Security Issues**

(JM) I would like to have an open and honest discussion about security.

Chief Desrosiers expressed a concern over how keys are dispatched for the Town buildings. We have no real formal policy in place for dispatching keys.

(JM) There should be a sign in and sign out sheet. There should be a policy set with the two chiefs and the board.

(PB) I would like to make a motion that Carol work with the Bob on a policy and bring it back to the board for review.

- **Motion (JP) seconded (JM) to have the Town Administrator and the Police Chief work together on a policy for handing out keys to our Town buildings and then bring it back to the Board for review. Unanimous, all in favor.**

Chief Conte commented that the Knox box does not have all the keys. Dispatch is the only place with labeled keys to all the buildings.

Chief Desrosiers brought up another security concern in regards to Paxton Center School. On July 22<sup>nd</sup> Vice Principal O'Brien contacted us about there being kids in the school. They have damaged and stolen property and are playing in the gym. These are high school aged kids and older. We have interviewed 15 to date and have 3 more coming in. Maybe we need a budget item for next year to install remote cameras similar to what the Light Department has done recently.

(JM) I would like for you to work on this with Carol as well.

(PB) The school is a priority, perhaps later on we can look at the Town Hall and other buildings.

(JM) Made a statement to the Bob and Jay that when the Board of Selectmen asks a question to a Department Head that it is just to work together on overseeing the town's workings, and it is not to be taken on a personal level.

Chief Conte requested that if you have a question call, email or text me rather coming around the end. Most times I will be able to answer your question without much effort, and you should keep Carol in the loop as well.

Chief Desrosiers requested that communications be structured either through Carol on my liaison, rather than questions coming from everyone.

(CR) Questioned the Board of Selectmen as to what they think the role of the liaison should be?

(JM) The liaison is to help assist in the communication between the Board of Selectmen and the Department Heads. Do we still feel that this is a viable program?

(PB) Yes, I feel that it is still a viable program.

(JP) I think that it is viable for both Committees and Boards to have a member to go to as well.

(JM) Maybe we just need a shift in the program. We can put this on the agenda for our next meeting.

**Next meeting scheduled for Monday, August 19, 2013, at 7:00pm.**

**Adjourned Meeting at 9:35am, Unanimous all in favor.**

Respectfully submitted,

Donna Graf-Parsons, Administrative Assistant

**Documents filed with Meeting Minutes:**

Agenda

**Documents from the Meeting filed in BOS office:**

None

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Peter Bogren, Jr.  
Chairman

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John F. Malone  
Vice Chairman

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Julia N. Pingitore  
Clerk