



Town of Paxton
Board of Selectmen
697 Pleasant Street, Paxton, MA 01612
(508) 754-7638 – phone (508) 797-0966 – fax
dparsons@townofpaxton.net

Regular Meeting Minutes

Tuesday, February 11, 2014

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: Attendee List

The Chairman called the meeting to order at 7:00pm.

Winter Carnival

- Saturday, February 15th from 1pm to 4pm at Paxton Center Fields.

Anna Maria 5K

- Pass over until the next meeting.

Girl Scout sign request

- **Motion (PB) seconded (JP) to allow the Girl Scouts to put a sign on the common for the week of April 22nd. Unanimous, all in favor.**

Emergency Closing of Facilities

- **(CR)** Currently we do not have a policy in place for the emergency closing of Town buildings. I would like to review and approve this policy.
- **(PB)** Everything seems fine. It follows the Governors order for non-essential employees.
- **(CR)** This will help to clarify what is expected.
- **Motion (PB) seconded (JP) for further discussion. Unanimous, all in favor.**
- **(JP)** Should we put in the policy that if you have the ability to do work at home you should?
- **(JM)** I would think that people will take it home to do anyways.
- **(CR)** The policy also covers delays in the morning to give employees time to get into work.
- **(JM)** All in favor of accepting the policy. Approved unanimously.

Meeting Minutes

- **Motion (PB) seconded (JP) to approve the Regular Meeting Minutes from January 28, 2014. Unanimous, all in favor.**

Town Administrators Update

- **FY14 Budgets**

Budgets are doing fine at this point.

- **Wachusett Watershed Regional Recycle Center**

Attached is a quarterly recap of collections for the year ended December 2013 from the Wachusett Watershed Regional Recycling Center for your information have also included the operating budget for FY14. The cash on hand of \$92,566 includes monies needed of \$7753 for the last hazard waste collection and \$50,000 to complete the parking lot and paving at the recycling center.

- Paxton residents are encouraged to use this new recycling facility at 131 Huntington Highway in West Boylston. It is open Tuesday 9am-11am, Wednesday 2:30pm to 4:30pm and every third Saturday of each month 8am to 11am.

Starting in May the hours will be extended to Mondays 5pm to 7pm. Volunteers and donations are always welcome.

- **Regional Forestry Equipment Cooperative**

We received news that Paxton along with the towns of Auburn, Barre, Hubbardston, Oakham, and Rutland were awarded \$193,675 from the CIC grant to form regional forestry equipment cooperative. The plan is to purchase a bucket truck that can be utilized by the six towns. CMRPC were instrumental in assisting with this grant.

- **Stormwater Grant**

The thirty town coalition has received a further \$80,000 from the CIC grant to continue our work on stormwater regulations.

- **Surplus Equipment**

The two cruisers have now been sold and collected for a total of \$2,000.

- **Snow Removal**

The Town contracted to have snow and ice taken care of at the Town Hall, COA, Library and the path across the common by an outside vendor for the months of December through February for \$500.00 per month. We left the option of March to be decided later in the season. So far this has worked out very well and we have received appreciative comments from residents. Do you wish to continue this into the month of March or leave this to the DPW to take care of?

- **Motion (PB) seconded (JP) to approve the extension of the snow removal contract through the month of March. Unanimous, all in favor.**

- **DPW**

Like many other communities the DPW has experienced a shortage of salt. Since mid-January they have been mixing salt with sand to make it go further and

prepare for the shortage. They appear to be in good shape at this time for road materials but are taking it one storm at a time and have placed a further order of 150 tons to be prepared for a delay in delivery.

- **Annual Town Election**

Nomination papers for the Annual Town Election on May 12th will be available on Thursday, February 13th from the Town Clerks office.

- **Town Caucus**

The Caucus will take place on March 6th at 7pm at the Paxton Center School.

- **Rabies Clinic**

There will be a rabies clinic at the Paxton veterinary Hospital on Saturday March 27th at 10am to 2pm.

- **Real Estate Tax Bills**

Real estate tax bills have been issued and are due April 1st anyone not receiving a bill should contact the Town Collector.

- **Bay Path**

Renovation ceremony has been rescheduled to February 18, 2014.

FY15 Budget review

- **(JM)** The Reserve fund needs to be increased by \$20,000.
- **(PB)** I agree
- **(CR)** The Town Accountant has said the same thing.
- **(PB)** I think a 25% increase to \$10,000 would be a better amount. Snow and Ice needs to go up as well.
- **(JM)** Peter will mention to Finance that we would like to see the Reserve Fund increase to \$50,000.
- **(JM)** WRTA account is based on what we have seen so far.
 - Acct 1114 – no comments on proposed budget
 - Acct 1122 – no comments on proposed budget
 - Acct 1123 – no comments on proposed budget
 - Acct 1129 – no comments on proposed budget
 - Acct 1135 – no comments on proposed budget
 - Acct 1141 – no comments on proposed budget
 - Acct 1145 – no comments on proposed budget
 - Acct 1146 – no comments on proposed budget
 - Acct 1151 – no comments on proposed budget
 - Acct 1155 – no comments on proposed budget
 - Acct 1161 – no comments on proposed budget
 - Acct 1162 – no comments on proposed budget
 - Acct 1163 – no comments on proposed budget
 - Acct 1171 – **(CR)** there is an increase for an agent. They would like to have an agent that can take on the paper work for the committee and do the filing that is necessary.
 - Acct 1175 – no comments on proposed budget
 - Acct 1176 - no comments on proposed budget

- Acct 1177 - no comments on proposed budget
- Acct 1192 – **(JP)** Is Bay Path still going to do the bathrooms?
(CR) We are waiting to get a cost for the materials to determine if we have enough money to pay for it.
- Acct 1193 – no comments on proposed budget
- Acct 1196 - no comments on proposed budget
- Acct 1199 - no comments on proposed budget
- Acct 1210 – **(CR)** There is an increase to the pay
- **(PB)** I would questions what the increase to trainer services is?
- Acct 1220 – **(JP)** There is an increase in the Chiefs salary but we already agreed to that.
(JM) EMS increase?
(JP) The increase is due to the cost of going from a BLS to ALS service.
(PB) Increase for the Inspector?
(CR) He went from a Lieutenant to Captain.
(JM) I would like to see the wage scale from FY13 for Fire.
- Acct 1232 – **(JM)** I am concerned about the offset amount. I don't want to overextend ourselves if we don't get the receipts back. I would rather start low and hopefully have more than estimate high and come in to low.
- Acct 1243 – no comments on proposed budget
- Acct 1245 – no comments on proposed budget
- Acct 1250 - no comments on proposed budget
- Acct 1291 – **(JM)** Do we have a job description for this position?
(CR) I will look to see what we have.
- Acct 1292 - no comments on proposed budget
- Acct 1295 – **(JM)** We should look at an increase to this budget
(JP) Only a couple tree a year can be taken care of with the current budget.
(CR) The Tree Warden should be in to present a plan.
(JM) Let's get him into a meeting.
- Acct 1421 – **(JM)** I would like to see the black top stay in the budget and not be cut this year.
- Acct 1443 – **(JM)** Why the increase to this budget. It should be a wash. Carol please check with Sheryl on this.
- Acct 1491 – no comments on proposed budget
- Acct 1510 – no comments on proposed budget
- Acct 1515 – no comments on proposed budget
- Acct 1541 – **(JM)** Are people still going to the meals? Do we need to budget that much?
(CR) We are already at our minimum donation.
- Acct 1543 - no comments on proposed budget
- Acct 1610 – **(JM)** Why is the MARS# not in the budget/
(CR) The MARS# is \$30,391 for a total budget of \$155,853. It is a ration so I am not sure why they do not include it.
- **(JP)** Why is there a budget for computers?
- **(CR)** Sometimes they use Computer Central.
- **(JM)** What is the hourly cost at Computer Central? Why is there an increase to CW MARS?
- **(JP)** The increase from last year will stay because we are a full time member now.

- Acct 1630 – **(CR)** Increase to Recreation Directors salary and decreased the supply account.
(JM) Compare pay scale. Carol to check on this.
- Acct 1710 – **(CR)** A couple of things have dropped off.
- **(PB)** WRSD refinanced the High School. Is there any chance we could do that with the Public Safety building?
- **(CR)** We are at a low interest already. The bonds for the school were not.
- **(PB)** It was presented to the town at 40 years and then done at 20 years.
- **(CR)** We can take a look at it.
- Acct 1910 - no comments on proposed budget
- Acct 1913 - no comments on proposed budget
- Acct 1915 – **(CR)** Electricity is down because we are no longer paying for 10 West St.
- Acct 1911 - no comments on proposed budget
- **(JM)** What direction would we like to go in at this point?
- **(PB)** I would like to see what we have for revenues first before discussing budgets any further.
- **(JM)** We will set up some times at a later meeting to bring in department heads and discuss their budgets.

Other Business

- **(JM)** Wachusett has a million in E&D. I would like to see some of that come back to the town.
- **(JP)** They have control over how they want to use it.
- **(PB)** They have to have some E&D for things that come up. E&D of \$1 million is not a lot in an \$80 million budget.
- **(JP)** A lot of that came from Special Ed and they may want to put it back into it.

The next meeting is scheduled for Tuesday, February 25, 2014 at 7pm.

Adjourned Meeting at 8:27pm, Unanimous all in favor.

Respectfully submitted,

Donna Graf-Parsons, Administrative Assistant

Documents filed with Meeting Minutes:

Agenda

Attendance list

Documents from the Meeting filed in BOS office:

Town Administrators Update

Peter Bogren, Jr.
Chairman

John F. Malone
Vice Chairman

Julia N. Pingitore
Clerk