



Town of Paxton
Board of Selectmen
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Regular Meeting Minutes

Monday, November 7, 2016

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

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

Carol L. Riches, Town Administrator

Attendees: see Attendee List

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

Sweetpea

- Melanie Kenadek, Richard Clarke and Mary Clarke were present to discuss the future plans for Sweetpea. Melanie Kenadek stated that the following items have been completed on the boarding side: painted the walls and floors, installed privacy panels, new heating system, installed fire security system, installed fire extinguisher and are still working on the interior camera system. We hope to open the boarding side as soon as possible and move onto rebuilding the shelter.
- **(PB)** Have all the concerns that were brought forward by the state been taken care of?
- Melanie replied yes they have.
- **(JM)** Have extinguishers been installed?
- Melanie replied yes and they have been inspected by the Fire Inspector.
- **(JM)** Have you put together a schedule for coverage of the facility?
- Melanie replied that she will be there full time and Diana is part time along with some additional volunteers. All paperwork will be kept on the property and we use an online shelter management program.
- **(JM)** Any explanation as to why the sudden departure of your Board members?
- Melanie stated that there was no reason given in the resignations but there had been some recent negative social media talk that prompted the resignations.
- **(JM)** Where have the donations gone to?
- Melanie replied that the insurance money is in one account and the Go Fund Me donations are in a rebuild account.
- **(JM)** Are there floor drains?
- Melanie replied yes there are.
- **(CR)** If for any reason you were unable to rebuild the shelter would you also not run the

boarding side?

- Melanie stated that would be correct.
- **(JP)** How many animals are you planning to house?
- Melanie stated that they have 12 spaces on the boarding side for animals and the shelter would house up to 20 dogs and 30 cats

Public Records Law

- **(CR)** Need to appoint someone as the Public Records Access Officer. The Town Clerk is the default person for each town but I would like to suggest that I take on the position because you are going to need someone that can push people a little bit to get these requests done in time. When the time gets closer we may want to look at appointing someone at the Public Safety Building as well. We will also work on updating the website with more information.
- **Motion (JP) seconded (JM) to approve Carol Riches as the Public Records Access Officer. Unanimous, all in favor.**

Wachusett Regional School District Capital Request

- **(CR)** The Wi-Fi update for PCS is not on the schedule. We can have Bay Path come in and look at the Wi-Fi project to see if they could help. Also the parking lot at PCS needs to be addressed and that is not on the schedule either. I have also told Joe Scanlon that we are looking for a list of what they have already done.

COA Holiday Bazar

- **Motion (JM) seconded (JP) to approve the request to pale a sign on the common for the Holiday Bazar with the exception of Veterans Day. Unanimous, all in favor.**

Lions Toll Road Request

- **Motion (JM) seconded (JP) to approve the request from the Lions to hold their annual holiday Road Toll on December 3rd from 8am to 12pm. Unanimous, all in favor.**

Dispatch Appointments

- **Motion (JM) seconded (JP) to appoint Eric Kanavos and David Rose as part time dispatchers. Unanimous, all in favor.**

Release of Executive Meeting Minutes

- **Motion (JM) seconded (JP) to approve the release of Executive Meeting Minutes as listed. Unanimous, all in favor:**

<u>Nov 4, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>Nov 1, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>Oct 18, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 29, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 12, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 24, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 21, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 7, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 3, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>May 24, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>

<u>April 15, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>April 5, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>February 2, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>January 27, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>January 20, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>January 14, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>January 5, 2004</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>November 17, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>November 3, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>October 20, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>September 8, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>August 25, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>August 18, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>July 28, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 16, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>June 9, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>May 6, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>April 14, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>April 7, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>March 17, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>March 10, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>February 24, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>February 10, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>February 3, 2003</u>	<u>Acquisition of 580 Pleasant St</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>January 13, 2003</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>December 19, 2002</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>
<u>December 11, 2002</u>	<u>Labor Strategy</u>	<u>Yes</u>	<u>11/7/2016</u>

Meeting Minutes

- Motion (JM) seconded (JP) to approve the Regular Meeting Minutes from October 24, 2016 . Unanimous, all in favor.
- Motion (JM) seconded (JP) to approve the Executive Meeting Minutes from October 24, 2016 . Unanimous, all in favor.

Town Administrators Update

- **WRTA**

Last meeting I presented to you an option to discontinue the Paxton Shuttle. Since that meeting I have been approached by residents asking to continue the service. I also had a conversation with David Breen at Anna Maria College who informed that this would create a hardship at the college because they didn't have the van coverage for these particular days.

Mr. Breen said that the college would help with keeping the bus clear of snow, so that it is ready for the driver each trip; which has been one of my concerns.

As a courtesy and if you are in agreement I am willing to wait until the end of the Anna Maria College school year to reassess the situation and to allow the college to budget for the additional driver. I would make one adjustment to eliminate the first run which has had no passengers this year.

- **Cover the State in Blue Ribbon**

I received an email to the effect that the MSP Wives will wait until the spring to deck the Town with blue ribbons.

- **Thanksgiving**

As we have done in the past I would like to request that we close the Town Hall the Friday following Thanksgiving. Employees who work Fridays and choose to take the day off will use vacation time.

Paxton Municipal Light Department

- Jack Crowley, Light Department Commission, Chairman was present to discuss a recent letter that was sent from the Light Department Manager to the Town Hall. The letter reads as follows:

To whom it may concern,

We did do the liens for the Town this year, however, moving forward PMLD will no longer do Town liens. The rate payers of the Light department should not pay for time and expenses related to preparing tax payer's liens for the Town. We spent over 6 hours preparing them and \$59.80 in stamps. There needs to be a clear distinction between tax payers and rate payers. Electric rate payers should not be burdened with Town expenses not relate to the function of the Light Department.

Furthermore, our staff had initially inquired about the lines via an email chain on 10-19-16; then again on 10-20-2016; then again on 10-25-2016. We finally received a response on 10-25-2016 to our request 6 days after the initial inquiry asking if we sent out the 1st lien notification. Then an email on 10-26-2016 suggested that PMLD staff needed to have the liens our by Friday the 28th. This is nearly impossible time frame for us to do your liens with our daily assignments for the Light Department and this type of communication lag is unacceptable when time is of the essence.

At the Light Department, we strive to keep electric rates low and we have not had to adjust electric rates in 8 years, whole inflation has increased cumulatively at 18.99% in the previous 10 years. Therefore, to keep electric costs down, we need to better align our functions with the electric rate payers' interest in mind. As stated at our last meeting, PMLD want to assume responsibility for function the Town Does for the Light department, in any area we can.

Moreover, the Town's water liens increased by 18% from 2016 to 2016. Conversely, in the same time-frame, the Light Department decreased its' liens by 66%. So, you can see the added 18% workload from your lines on the Light Department in a single year.

We at the Light Department donate extensive time and materials every year to the Town and will continue to do so. However, it is our responsibility at the Light Department to keep electric rates low and to be certain our job assignments are aligned with the interests of the rate payers.

- **(PB)** For the most part rate payers and tax payers with the exception of Anna Maria are one in the same.

- Mr. Crowley expressed that tax payers and rate payers are separate. We do not like to place liens on we try to collect. We are trying to do the best for our rate payers. We are going by a contract that is from 2001. We need to revisit this contract. We have a meeting on November 15th that Carol has been invited to. We are trying to do this the way we are supposed to.
- **(PB)** We have gone so long without an issue and then since the spring it has just blown back up.
- Mr. Crowley replied that Jason is on vacation. He is the manager. I do agree with everything he says and does. We will meet when he gets back.
- **(CR)** Referenced section #7 of the contract that references the collection of unpaid water billings. The Assessors put on the liens and PMLD send out the initial letters. 120 letters went out. According to MA GL Chp 164 Sec 9 the PMLD will provide the town with the information and either PMLD or the Town Hall can do the letters.
- **(JM)** How can a letter be sent out that changes procedures and policies without the Commission's approval.
- Mr. Crowley replied that they are in touch with the Attorney General's office every week to make sure we have covered everything.
- **(JP)** Put discussion off until Mr. Crowley has a chance to meet with his board and Mr. Lavallee.
- **(PB)** Agreed. We can set something up with the Board of Selectmen and the Light Commission.
- **(JM)** Would also like to express concern over a recent letter written by a local business owner.
- Mr. Crowley stated that we do over extend ourselves as far as exceeding payments overdue.

State Ballot Questions #2 and #4

- **(PB)** If questions number two and four pass on the state ballot it will put a tremendous strain on the state budget. Question number four has a 12% cap on the taxes that will not cover the expenses that the state will incur.
- **(CR)** Darryll McCall stated that the WRSD has received \$5 million less over time in order to support Charter Schools.

The next meeting is scheduled for Monday November 21, 2016 at 7:00pm.

Adjourned Meeting at 8:13pm, Unanimous all in favor.

Documents from the Meeting filed in BOS office:

Meeting minutes

Agenda

Attendance list

Town Administrators update

Respectfully submitted,

Donna Graf-Parsons

Administrative Assistant