



Town of Paxton
Board of Selectmen
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Regular Meeting Minutes

Monday, September 12, 2016

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

Members Present: Peter Bogren, Jr., Chairman
Julia N. Pingitore, Vice Chairman

Carol L. Riches, Town Administrator

Attendees: see Attendee List

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

Self Defense Course

- (PB) I would like to thank the Paxton Police Department and all others that were involved in putting on a very successful Women's Self Defense Course. Fifty three people attended and over three hundred more people are on a waiting list to attend future courses.

Police contract with AMC

- Chief Desrosiers was present to discuss the new contract between the Town of Paxton Police Department and Anna Maria College. The current contract is coming to an end and needs to be redone. We made very few changes to the existing contract itself. We took out the startup language that existed and extended it for another five years.
- (PB) Are there any added responsibilities for your department?
- Chief Desrosiers expressed that the summer months are much quieter with the students gone but when they are back in session things pick up. Lieutenant Savasta has the brunt of the administrative part at AMC and since we added Sergeant Bibeau he assists with the needs at the college as well.
- (PB) What is the benefit to the Town?
- Chief Desrosiers replied that the college has purchased four new cruises over the past five years. We have an additional officer in town if needed for a town related incident. Also it has assisted in being able to attract and retain employees as well.
- **Motion (JP) seconded (PB) to approve and sign the new contract once the grammatical corrections have been made. Unanimous, all in favor.**

Job title change for Police

- Chief Desrosiers is requesting a job title change for Michael Trembley from Public Safety Officer to Reserve Police Officer.
- **Motion (JP) seconded (PB) to approve the job title change for Michael Tremblay from Public Safety Officer to Reserve Police Officer. Unanimous, all in favor.**

Reorganization of the Zoning Board of Appeals

- Zoning Board of Appeals has requested that the Associate members be made Full members so that the Board has enough members to hold their meetings and conduct business.
- **Motion (JP) seconded (PB) to approve the reorganization of the Zoning Board of Appeals to make Associate members Richard Grensavitch, Paul Robinson and Kirk Huehls full voting members. Unanimous, all in favor.**

Board of Health

- Dave Parent with the Board of Health was present to discuss putting a procedure in place for handling bats in people's homes. Recently there was an instance where the ACO was called because someone had a bat in their house. Dave Parent stated that these individuals did not know if the bat had bitten anyone so in this case the bat should have been caught and taken to be tested.
- Pete Warren (ACO) stated that he is not to go into people's houses. He is not certified to catch problem animals and he does not have his rabies shots.
- (JP) Do other towns go in and catch bats?
- Dave Parent stated that he had been in touch with other area town and they said that their ACO's do go in and catch bats.
- (PB) We need to do some additional research on this and then put a policy into place at which time we will call you back in to meet.
- Jean Parent the Inspector of Animals stated that Dr Wang has offered to take in any bats that are caught. Also the Town of Holden recommended a Mr. Jeff Zottoli who is certified as a PAC agent and charges \$50 to catch bats.

Appointment of Marlo Richard as an Election Official

- **Motion (JM) seconded (JP) to appoint Marlo Richard as an Election Officials Unanimous, all in favor.**

Appointment of Leonard Anderson and Donmarie Desrosiers

- **Motion (JM) seconded (JP) to appoint Leonard Anderson and Donmarie Desrosiers to the Conservation Commission. Unanimous, all in favor.**

Meeting Minutes

- **Motion (JP) seconded (PB) to approve the Regular Meeting Minutes from July 25, 2016 and August 17, 2016. Unanimous, all in favor.**
- Pass over approving the Executive Meeting minutes of August 10, 2016 and August 17, 2016 until Selectmen Malone returns.

Town Administrators Update

- **Fire Dept.**

The Fire Dept. was unsuccessful in the recent 2015 Assistance to Firefighter Grant (AFG). The applications were to fund forestry truck and update radio equipment. There was tough competition with over 10,400 applications.

- **MIIA**

I have submitted a grant application to MIIA to purchase 2 dash cameras and 7 body cameras for Police Dept. The grant is very competitive but I am hoping that we will be successful as we were unsuccessful with our grant application last year.

- **Employee Portal**

I thought it would assist employees if we created an Employee Portal through our website. Donna has done a great job of uploading information and forms that will be a useful tool for employees to access without calling into the office. (Attached is the screenshot of the website).

We will be introducing the portal to our managers at our September 15th Dept. Head meeting.

- **IT Personnel**

I have hired Michael Savasta as an IT Technician on a six months temporary basis. My intention is utilize his services:

1. Catch up on the backlog of IT jobs that need addressing in Town i.e. updates for computers, installations etc.
2. Policies & procedures
3. Hardware & software Inventory
4. Security Audit recommendations
5. Infrastructure needs
6. Capital needs

- **Real Estate Taxes**

Just a reminder that real estate taxes are due by October 3rd, anyone who has not received a tax bill should contact the tax collector.

- **Drought emergency**

We have just been increased to a stage three drought emergency. No outside watering allowed unless with a hand held watering can. Additional information can be found on the town's website.

- **Fall Health Fair**

Health fair to be held at the Senior Center on September 28th from 10am to 1pm with flu and pneumonia shots available.

The next meeting is scheduled for Monday September 26, 2016 at 7:00pm.

Adjourned Meeting at 7:46pm, 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