



Town of Paxton
Board of Selectmen
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Regular Meeting Minutes

Monday, February 6, 2017

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.

Wachusett Regional School District budget discussion

- Darryll McCall, Joe Scanlon, Jeff Carlson and Bob Berlo were all present to review the Wachusett school budget for FY18. Mr. McCall presented a hand out (which is filed with these minutes) for everyone to follow along with. Each slide was reviewed.
- **(PB)** In regards to slide #6 what caused the increase in special education?
- Darryll McCall replied that fixed costs had an increase to tuition and there was a change to the circuit breaker.
- **(JP)** Has any new staff been added?
- Darryll McCall replied that in slide #18 this does reflect the addition of a health and wellness as well as an adjustment counselor for the High School. We are also bringing on an IT Network Administrator for the district. We may also look at reducing the number of Para Professional throughout the district.
- **(PB)** Are you currently in negotiations in regards to insurance and benefits?
- Darryll McCall replied that they are currently in negotiations with eight different groups right now.
- **(PB)** A 5.2% overall budget increase is hard to see and it is not sustainable.
- Darryll McCall replied that with increases to health insurance and special education it has made this very challenging. We also have a need to increase our IT. We are looking to provide our 9th graders all with Chrome books for next year.
- **(JM)** Would the license to the Chrome book be mobile if they have their own?
- Darryll McCall replied that yes it is account specific and not device specific.
- **(JM)** We cannot support this increase. Our health insurance has increased as well and our employees have only had two raises over the past five years. We need support from the school now.

- Rich Fenton, Finance Committee, spoke to the fact that the Town is down \$200,000 to \$250,000 this year. As much as we would like to support the school budget we don't have the resources to.

Council on Aging

- Melinda Johnson spoke on behalf of the seniors present in regards to following up on some issues that they had brought before the board a couple of months ago. Specifically the tiles, stair treads, heat and windows.
- **(CR)** The tiles and treads are being replaced and I am waiting to get a quote back on doing the windows so we can put a request into the Capital Improvement Committee.
- Melinda Johnson asked if a citizen's petition can be brought to the Annual Town Meeting for the repair of the windows if this project does not get approved by the capital Improvement Committee.
- **(CR)** Yes, you can.
- **(PB)** We have even tried to look at other properties that are not owned by the town that might allow us to use their space but we have been unsuccessful there as well. We will put forward the Capital request when we get the quote for the windows.
- Melinda Johnson also wanted to point out that the parking is sometimes difficult as well when you have multiple functions going on and if there is any way the area near the little league field could be utilized for parking?

Conservation Commission

- Some of the Conservation Commission members along with Conservation Agent, Mia McDonald were present to review a draft of the wetlands bylaw.
- Mia McDonald explained that there are three main areas of this bylaw which make it different from the state Wetlands Protection Act. Those three areas include:
 1. Replication increases from a required ration of 1.5:1 to 2:1.
 2. Wetland setbacks are created – 15-foot setback of no disturbance and 30-foot setback for all permanent structures.
 3. Fines for enforcement and increased fees for after the fact filings.
- Mia McDonald stated that the Commission would like to ask the Board of Selectmen if they would work with the Conservation Commission should any appeals come up on one of the three items that are listed above.
- **(JM)** If the fine is not paid do you put a lien on the property?
- Mia McDonald replied that we could explore what avenue to take on that.
- **(JP)** What are the current fines?
- Mia McDonald replied that currently we don't have any.
- **(JM)** I have no problem supporting the Conservation Commission with any appeal process that may be needed. I also think though that we need to look at putting a lien on any property that does not pay the fines.
- **(JP)** How are current grievances being handled?
- Mia McDonald stated that the Commission just works back and forth with them as much as possible.
- **(JP)** I would just like to comment that this is much more streamlined from what was presented last year.

Zoning Bylaws

- (CR) The Planning Board is looking to put two bylaws forward at the Annual Town Meeting. One change is in regards to placing a temporary moratorium on recreational marijuana establishments and retailers. This would be in place until June 2018 and would allow the Planning Board some breathing room to put everything into place. Also they would like to present a bylaw that would allow drive thru windows at fast food restaurants. Consistent with the MA General Laws Chapter 40a Section 5. The change to this zoning bylaw would be for the size of the building.
- (PB) Please send both of these back to the Planning Board letting them know that we have seen and reviewed them.

170 Suomi Street

- (PB) The boiler on the property exploded causing extensive damage that needs to be repaired. While the property is being fixed the owners are living in a temporary trailer on the property and need the approval of the Select Board to do so.
- **Motion (JM) seconded (JP) to approve the placement of a temporary trailer on the property at 170 Suomi St. Unanimous, all in favor.**

Appointment of Public Safety Officers

- **Motion (JM) seconded (JP) to approve the appointment of Mark Belliveau and Corey Buzzell as part time Public Safety Officers. Unanimous, all in favor.**

Updated Employee Handbook

- (CR) I have provided you with the updates that have been done recently to the Employee Handbook. If you accept these updates we will put this on the employee website.
- **Motion (JM) seconded (JP) to approve the updates to the Employee Handbook as presented. Unanimous, all in favor.**

Estimated Residential Population

- **Motion (JP) seconded (JM) to accept and sign the seasonal estimated residential population form for the ABCC. Unanimous, all in favor.**

Budget books

- (CR) each section of the book has been provided. These numbers will continue to change and we will keep them updated.
- (PB) Which budgets are outstanding?
- (CR) Fire & Ems due to current negotiations, Police is not final and the Town Clerk's is not complete.
- (CR) Capital Improvement will start meeting soon. Items being presented are Police Cruiser, Back hoe and a pick up for DPW.
- (CR) We are also looking to go for a design of a new building for DPW.
- (JM) Current location or a new one?
- (CR) Both options were discussed. There are not too many pieces of town owned land to consider.

Meeting Minutes

- **Motion (JM) seconded (JP) to approve the Regular Meeting Minutes from January 10, 2017. Unanimous, all in favor.**

Town Administrators Update

- **FY17 Budget Update**

Nothing new to report other than we should anticipate a deficit in the Snow & Ice account. Many snow and ice events have taken place on holidays and during weekends.

- **Audit**

We have received the draft audit and I will be sending along the final document. If the Board is interested in reviewing this document with either the Auditor or the Town Accountant and Collector/Treasurer, please let me know and I will make the arrangements.

- **Information Technology**

I have previously informed you that I have been investigating the possibility of regionalizing IT services with the Towns of Rutland and Barre. At this time I intend to continue with the part-time IT employee hired. Four months into having a dedicated IT person in Town, has been very enlightening and well over due. Just some of the many items that have been addressed are below:

- Infrastructure and storage
- Spam problem that persisted for many months has been successfully resolved
- New computers installed
- System problems at the Police Dept. have been resolved
- Redundant software has been eliminated
- Remote access reinstated where needed
- Replacing modem at COA
- Many day to day issues have been dealt with on the spot

There are still many projects that we have yet to complete; but it has been a good start. We are very fortunate to have a seasoned IT person who is able to relate to employees, has IT industry background and work on a flexible basis. I feel it is in the best interest of the Town to continue with what we have rather than regionalize and take on an unknown.

- **Census & Dog Licenses**

The annual census has gone out and residents should return these to the Town Clerks Office. Dog licenses are also due and should take place through the Town Clerks Office.

- **Assistant Town Clerk**

Adam Menard has resigned as assistant town clerk. We will be looking to replace Adam in the Town Clerk's office.

- **Council on Aging**

Just want to say a big thank you to the Friends of the COA for painting the dining room. It looks amazing. Thank you for everything that they do.

- **Management Meeting**

A management meeting was held on January 18th and minutes from the meeting are attached.

- **Financial Term Meeting**

A Finance Team meeting was held on January 18th and agenda and documents from the meeting are attached.

Other Business

- **(JM)** Is there any update on the WRTA bus service?
- **(CR)** I took another look at it and we are still going to stop the service but will run it until the end of the school year for Anna Maria.

The next meeting is scheduled for Monday, February 27, 2017 at 7:00pm.

Adjourned Meeting at 9:22pm, Unanimous all in favor.

Documents from the Meeting filed in BOS office:

Meeting minutes

Agenda

Attendance list

Town Administrators update

WRSD budget for FY18

Conservation Commission Wetlands Protection Act

Respectfully submitted,

Donna Graf-Parsons

Administrative Assistant