



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

Wednesday, January 31, 2018

Meeting Location: Paxton Town Hall 697 Pleasant St, Paxton, MA 01612

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

Carol L. Riches, Town Administrator

Attendees: see Attendee List

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

We will enter into Executive Session and will return to the regular meeting only for the purpose of adjourning.

Appoint Marianne Belanger to the Board of Assessors.

- **Motion (JM) seconded (PB) to appoint Marianne Belanger to the Board of Assessors. Unanimous, all in favor.**

Fidelity Bank Site Plan Review

- (JM) Questioned if there is a problem with them having a drive thru.
- (CR) They can apply for a special permit.
- (JP) The plan looks acceptable to me.
- **Motion (JM) seconded (PB) accept the plan as presented with no additional comments. Unanimous, all in favor.**

Town Administrators performance evaluation

- (JP) I will be forwarding some forms which we can use to complete the performance evaluation for the Town Administrator. Remember that we didn't finalize her goals until later on so please keep that in mind as you go through this review.

Meeting Minutes

- **Motion (JM) seconded (PB) to approve the Regular Meeting Minutes from December 20, 2017. Unanimous, all in favor.**

- **Motion (JM) seconded (PB) to approve the Executive Session Meeting Minutes from December 20, 2017. Unanimous, all in favor.**

Town Administrators Update

- **FY18 Budget**
At this time I do not see any major problems with the FY18 budget that we cannot deal with. Some are getting a little tight; due to our need to funding only what we need. By example Highway Supplies – we have seen recent equipment maintenance needed due to the cold weather. The next couple of month's weather will determine whether we need to address. The Legal account which generally runs into issues is okay at this time.
- **Stormwater Grants**
As you are aware Paxton is a member of the Statewide Stormwater Coalition. The coalition has received a \$200,000 grant. The grant will be used for an educational outreach program.
- **Flagpole**
I received a call from a veteran riding through Paxton questioning whether we intend to either paint or replace the rusted flagpole. The veteran offered to donate \$100 to start a fund for the purpose of replacing. He is totally correct that the flagpole needs attention. Would the board rather I looked into replacing with a maintenance free aluminum pole or merely give moderate attention to the current pole.
- **Personnel Board**
I will be meeting with the Personnel Board this month for them to review three new positions for ranking – Executive Assistant, Water Superintendent and Water Technician.
- **Census**
The census has now been mailed from the Town Clerk's office and should be returned as early as possible.
- **Real Estate Taxes**
Real estate tax bills have now been mailed containing coupons for the third and fourth payment. Taxes are due February 1st and May 1st. Any homeowner who has not received a bill should contact the tax collector.
- **Welcome Packet**
New residents can now pick up a welcome packet from the Town Hall containing information about the community and own services.
- **Council on Aging**
We are still receiving complaints that the basement is cold for the seniors participating in exercise programs. I did receive a quote of just over \$11,000 to install two Mitsubishi units, one at either end of the basement. There would be sufficient BTUs to warm and cool the area. We did consider running baseboards off the boiler but the boiler would not be able to handle this. Does the Board wish me to put a capital request in for this project for FY19?

Keeping with the basement, following the heavy rain last week, once again water came into the basement; we did previously address the perimeter of the building where we thought that it was entering. It seems as though this is a water table issue and more extensive work is involved. I will keep you apprised of this issue.

- (CR) The Select Board may want to make a Capital Request for this project.
- (JP) I would like to see us address the water problem as well. Perhaps different flooring like tile that can be cleaned up more easily.
- **Motion (JM) seconded (PB) to send a request to the Capital Improvement Committee to fund the upgrade to the heating system in the basement of the Council on Aging. Unanimous, all in favor.**
- (PB) I'm concerned that we will spend money on the heat but still may have a water problem. I would like to get more info on the water problem.
- (CR) We should just get the request over and if need be we can withdraw it.
- **Open Positions**
We still have openings on committees – information is on the website. Two boards that have seen recent resignations are the Capital Committee and the Finance Committee. If anyone is interested in these appointed positions please contact me.

Dispatch Regionalization

- Chief Desrosiers was present to discuss the possibility of regionalizing our dispatch center with other communities. If we look at regionalizing with another community we can have an assessment of our current equipment done which would help us in determining what our future needs may be. Either we will need to repair or upgrade our equipment. Our equipment is ten years old now and starting to age out.
- (JP) What if they find deficiencies in our equipment?
- Chief Desrosiers replied that they may assist with upgrading some of the equipment with grant money but then what happens when the grant goes away. The initial estimates that were given do not show any real cost savings if we did regionalize.
- (JM) Would it benefit us at all if we regionalize?
- Chief Desrosiers replied that some aspects might but there is also a lot to give up. I don't see any real financial gain.
- (JP) We will review the letter and revisit it at our next meeting.

Appoint Christopher Poe as a Part Time Police Officer

- **Motion (JM) seconded (PB) to appoint Christopher Poe as a Part Time Police Officer. Unanimous, all in favor.**

Correspondence

- Two letters were presented, both expressing what a great job the Department of Public Works does in keeping our roads clear during the winter months.

Motion (JM) seconded (PB) to leave the regular meeting and entered into Executive Session at 7:44pm and we will return to the regular meeting for the purpose of adjourning. Unanimous, all in favor.

Returned to Regular Session at 8:22pm

Adjourned Meeting at 8:22pm, Unanimous all in favor.

The next meeting is scheduled for Tuesday, February 13, 2018 at 7:00pm.

Documents from the Meeting filed in BOS office:

Meeting minutes

Agenda

Attendance list

Town Administrators Regular Meeting Update

Respectfully submitted,

Donna Graf-Parsons
Executive Assistant