



TOWN OF PAXTON

SELECT BOARD MEETING Tuesday, May 14, 2024 – 7:00pm Training Room – Public Safety Complex 576 Pleasant Street, Paxton MA 01612

agenda lists all matters anticipated for discussion, some items may be passed over, and other items not listed may be brought up for discussion to the extent permitted by law. Select Board meetings are recorded by the Local Cable Access Channel. Any member of the public planning to record the meeting must first notify the Chair. The Chair will strive to honor timed items as best as possible, however, the estimated timing may occasionally be different.

CALL TO ORDER

1.	OPEN MEETING - Executive Session to follow regular meeting agenda items
2.	NEW BUSINESS
7:00PM	<ol style="list-style-type: none">1. Select Board Reorganization for FY25.2. Approve Select Board meeting calendar for FY25.3. Discuss the increase to the Trash Collection that was approved by the Board of Health.4. Approve any year end transfers.5. Discuss Results of Ballot Question & Annual Town Meeting<ol style="list-style-type: none">A. Possible Call for Special Town Election for another ballot question<ol style="list-style-type: none">i. Proposed Date – Monday, June 24thii. Ballot Question Amount – to be votedB. Discussion if Special Town Meeting is required<ol style="list-style-type: none">i. Proposed Date – Thursday, June 27thii. Open Warrantiii. Possible Article(s)iv. Date to close the warrant – Monday, June 10th
3.	CONSENT ITEMS
7:45PM	<ol style="list-style-type: none">1. Approve the meeting minutes from the Regular Meeting held on May 6, 2024.2. Sign the Road stabilization letter for FY24 to approve the amount of \$121,841.00.3. Appoint John Slabich to the Cable and Communications Committee until June 30, 2024.4. Extend the appointment for David Stoica to the Board of Registrars until March 31, 2027.5. Accept the resignation of Jeffrey Kent from the Planning Board effective May 7, 2024.6. Accept the resignation of Jeffrey Kent from the position of Veteran's Agent effective June 4, 2024.
4.	UPDATE FROM TOWN COMMITTEES/BOARDS /DEPARTMENTS
5.	OLD BUSINESS
6.	SELECTBOARD CORRESPONDENCE
7.	TOWN ADMINISTRATOR'S REPORT
8.	PUBLIC COMMENT

9.	EXECUTIVE SESSION
8:00PM	1.To conduct strategy session in preparation for negotiations with nonunion personnel. Police Lieutenant contract. MGL Chapter 30A, Sec. 21 (2).
	2.To conduct strategy session in preparation for negotiations with nonunion personnel. Town Administrator contract. MGL Chapter 30A, Sec. 21 (2).
10.	ADJOURN

- Times may be adjusted during the meeting.
- The documents that support this meeting can be located on the Town's website (townofpaxton.net) on the Select Board page under meeting materials.

The meeting room is handicapped accessible. With advance notice the Select Board can arrange for reasonable accommodation for persons with other disabilities. To request assistance please contact the Town Administrators Office at 508-799-7347



REORGANIZATION

The Paxton _____Select_____Committee/Board voted at its meeting held on __May 14, 2024_____to reorganize the Committee/Board for FY 2024 in the following manner:

Motion made by: _____

Seconded by: _____

Chairman for Fiscal Year 2025: _____

Vice Chairman for Fiscal Year 2025: _____

Clerk for Fiscal Year 2025: _____

Treasurer for Fiscal Year 2025 (if applicable):_____

Current Members of the Board/Committee:

Julia Pingitore_____

Kirk Huehls_____

Carol Riches_____

Submitted by: Donna Parsons_____ on May 10, 2023__



OFFICE OF THE SELECT BOARD

697 Pleasant Street, Paxton, MA 01612

Phone (508) 754-7638

Fax (508) 797-0966

Heather Munroe

Town Administrator

Donna Graf-Parsons

Executive Assistant

Select Board meeting schedule for FY25

July 15

August 12

September 9, 23

October 15*, 28

November 12*, 25

December 9, 23

January 13, 27

February 10, 24

March 10, 24

April 14, 28

May 12, 27*

June 9, 23

*Tuesday meeting due to Monday holiday

2024/25 Split Year Calendar

Calendarpedia
Your source for calendars

July 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Federal holidays 2024/25

Jul 4, 2024	Independence Day	Nov 11, 2024	Veterans Day	Jan 1, 2025	New Year's Day	May 26, 2025	Memorial Day
Sep 2, 2024	Labor Day	Nov 28, 2024	Thanksgiving Day	Jan 20, 2025	Martin L. King Day	Jun 19, 2025	Juneteenth
Oct 14, 2024	Columbus Day	Dec 25, 2024	Christmas Day	Feb 17, 2025	Presidents' Day		

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Memo

To: Board of Selectmen
From: Board of Health
Date: 4/29/24
Re: Trash Collection Fee

At their April 2, 2024 meeting, the Board of Health voted 2-0 to raise the trash collection fee by \$1.00 effective July 1, 2024. This will cover the costs of the budget.

Sheryl Lombardi
Town Services Coordinator
For the BOH



GENERAL TRANSFER REQUEST

The following is a request for a general transfer

Request #: **FY24-**____

- (1) Department making request: Town Hall
- (2) Amount of request: \$701.50
- (3) Transfer request

<u>FROM</u>	
Name:	WRSD Assessment
Account #:	0 1 0 0 - 1 3 0 0 - 5 3 0 0
Balance:	18,652.00



<u>TO</u>	
Name:	Town Insurance
Account #:	0100-1193-5200-0000
Balance:	1566.50

- (4) Reason for request:

To cover year end insurance
endorsements

Walter Paulsen
Requestor's Signature

Exec. Asst
Requestor Title

5-7-24
Date

FINANCE COMMITTEE ACTION

Meeting Date: _____ Approved/Disapproved: _____

Approved Amount: _____ Record of Vote: _____

Signature (Fin Com Chair) _____ Date

SELECT BOARD ACTION

Meeting Date: _____ Approved/Disapproved: _____

Approved Amount: _____ Record of Vote: _____

Signature (Select Board Chair) _____ Date

Transfers must be made between May 1st and July 15th.



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

Monday, May 6, 2024

**Meeting Location: Paxton Center School
19 West Street, Paxton, MA 01612**

Members Present: Julia N. Pingitore, Chair
Kirk R. Huehls, Vice Chair

Town Administrator: Heather M Munroe, Town Administrator

Attendees: see Attendee List

The Chair called the meeting to order at 6:27pm.

CONSENT ITEMS

- 1. Approve the meeting minutes from the Regular Meeting held on April 22, 2024.
- 2. Approve the meeting minutes from the Executive Session held on April 22, 2024.
- 3. Application for use of Town Common by the Paxton Lions Club for their annual Town wide yard sale on May 18, 2024.
- 4. Application to place signage on town roadways for the Paxton Lions annual Town wide yard sale on May 18, 2024.
- 5. Appoint Amanda Woodward as an Election Officer for the term of May 6, 2024, to August 15, 2024.
- 6. Appoint Anthony Vega as a full time Police Officer through June 30, 2027.
- 7. Award contract to Kolodziej Construction in the amount of \$27,200 for the FY24-17A ADA door for the COA.
- (JP) Hearing no other comments, all consent items have been approved.

NEW BUSINESS

Year-end transfers

Transfer	FROM	TO	Amount	TO	2
1	1145-5103	Treasurer/Collector Assistant Wages	\$ 2,140.10	1911-5200	Retirement Assessment
2	1300-5300	WRSD Assessment	\$ 3,500.00	1122-5701	Town Audit
3	1300-5300	WRSD Assessment	\$ 837.50	1543-5700	Veteran's Benefits
4	1300-5300	WRSD Assessment	\$ 70.35	1424-5200	Street Lights

- Motion (KH) seconded (JP) to approve the year end transfer as presented. Unanimous, all in favor. (KH) yes, (JP) yes.**

Warrant article discussion

- **(JP)** We may want to look at putting a bylaw into place that allows us to assess for Stormwater. This could potentially gain us some additional revenue.
- **Mark Love** The Finance Committee has voted to disapprove article #17. We are looking to make a motion to amend the amount to \$1.1 million.
- **(JP)** Did the Finance Committee take a vote on the whole budget?
- **Mark Love** We took a vote not to approve.
- **Ben Mitchel** We support the budget and 1.1 million on the override.
- **Mark Love** The warrant as written we voted disapproval.
- **(JP)** The Finance Committee Bylaw states that the Committee is to vote and approve just the budget.
- **Mark Love** We need a budget and an override to present a balanced budget.
- **(JP)** Reviewed all the Finance Committee meetings and could not find a motion that was made to approve the budget.
- **Brian Falk Town Counsel** The Finance Committee bylaws states that it is your responsibility to review, approve and submit the budget at Town Meeting.
- **Mark Love** We voted on what was put in front of us.
- **Brian Falk** You can make that motion now. You are well within your rights of the bylaw to review and present what your position is.
- **Mark Love** We can make that motion now and then tell the Moderator before the meeting.
- **Motion (Steve Rebesco) seconded (Anthony Domineck) to approve the actual Town budget as presented in the warrant but disapprove of the 1.4 million override. Unanimous, all in favor.**

ADJOURN

- **Motion (KH) seconded (JP) to adjourn the Select Board meeting at 7:00pm in order to attend the Annual Town Meeting. Unanimous, all in favor. (KH) yes, (JP) yes.**
- **The next meeting is scheduled for May 14, 2024, at 7:00pm.**

Documents from the Meeting filed in BOS office:

Agenda

Attendance list

Respectfully submitted,

Donna Graf-Parsons, Executive Assistant



TOWN OF PAXTON
Board of Selectmen
Julia N. Pingitore, Chairman
Kirk R. Huehls, Vice Chair
Carol L. Riches, Clerk
697 Pleasant Street,
Paxton, MA 01612
508-754-7638 Ext. 10 Fax: 508-797-0966
dparsons@townofpaxton.net
Town Administrator: Heather M. Munroe

May 14, 2024

Department of Revenue
Bureau of Accounts
100 Cambridge Street
Boston, MA 02114

Dear Sir/Madam,

The Town of Paxton through an article vote at the May 1, 2016, Annual Town Meeting followed by an override vote at the May 8, 2016, Town Election created a Road Stabilization Fund in the amount of \$100,000.

The Board of Selectmen at a regular meeting on May 14, 2024, voted to appropriate an additional levy of \$121,841 for the Road Stabilization Fund for the Fiscal year beginning July 1, 2024, and to inform the Paxton Assessor.

Voted:

Julia N. Pingitore
Select Board, Chair

Kirk R. Huehls
Select Board, Vice Chair

Carol L. Riches
Select Board, Clerk

May 5, 2024

Select board:

Please consider me for a
appointment to the Cable Committee
in Paxton.

It has been brought to my
attention that I need to make
a formal request to the Board.
Thank you for your consideration.

Sincerely,
John L. Stalick

Background and info.

Resident

Citizen

Voter

Electrician w/ specification
background.

Project leader in commercial
and industrial installations
of equipment for process control.
including, specification and purchase
of communication equipment.

Trustee Wore. Rotary Club (retired) NO LONGER
Past President Pastored Lions Club MEMBER
Member American Legion
COMBAT VETERAN

Donna Graf-Parsons

From: Laurie Becker
Sent: Wednesday, April 10, 2024 12:16 PM
To: Donna Graf-Parsons
Cc: Carol Riches; Julia Pingitore; Kirk Huehls
Subject: Board of Registrars - Re-appointment

Hi Donna,

Can you please put it on the agenda for the next Select Board meeting to re-appoint David Stoica for a 3 year term for the Board of Registrars? This would be for a term ending March 31, 2027.

Per MGL chapter 51 section 15, this reappointment should have been made April 1st. I apologize I missed sending a reminder sooner.

<https://malegislature.gov/Laws/GeneralLaws/PartI/TitleVIII/Chapter51/Section15>

Laurie Becker, CMMC

Town Clerk

Town of Paxton

697 Pleasant Street, Paxton, MA 01612

(508) 556-5583

lbecker@townofpaxton.net



Town of Paxton, Office of the Town Clerk
697 Pleasant Street Paxton, MA 01612
Phone: (508) 799-7347 Ext.1013

NOTICE OF RESIGNATION FILED WITH TOWN CLERK

TO: Heather Munroe, Town Administrator	
Select Board <i>(Appointing authority)</i>	N/A <i>(Remaining members of board or comm.)</i>
Person Resigned: Jeffrey Kent	Offices Resigned From: Veterans' Agent & Graves Officer
Date Resignation Filed: May 7, 2024	Effective Date: June 4, 2024
Date of Term Expiration: June 30, 2024	Period of Full Term: 1 Year

Chapter 41, Section 109, General Laws

"No resignation of a town or district officer shall be deemed effective unless and until such resignation is filed with the town or district clerk or such later time certain as may be specified in such resignation. Upon receipt of a resignation the clerk shall notify the remaining members, if the resignation is received from a board of two or more members, and he shall further notify the executive officers of the town or district and such notification shall include the effective date of the resignation..."

Date of notice: 5/7/2024

ATTEST: 
Town Clerk



TOWN OF PAXTON

Veterans' Agent
697 Pleasant Street
Paxton, MA 01612

May 7th, 2024

Town of Paxton
Board of Selectmen
697 Pleasant Street
Paxton, MA 01612

Please accept this letter as my formal resignation from the position of Veterans' Agent and Graves Officer, effective Tuesday June 4th, 2024.

Mr. Scott M. Conner, who is the Veterans' Agent for the Towns of Spencer, East Brookfield, and Hardwick, has expressed interest in assuming this role for the Town of Paxton. Scott is an active member of Paxton Post 306 and is the Vice Commander, The American Legion Department of Massachusetts. His personal contact information is:

7 Meadowbrook Road, Spencer, MA 01562
C: (774) 239-6162
E-mail: smconner@charter.net

I will be available through Friday, June 21st to assist during the transition. I wish the Town of Paxton citizens the very best going forward.

Sincerely,
Jeffrey L.
Kent

Digitally signed by Jeffrey
L. Kent
Date: 2024.05.07 05:15:27
-04'00'

Jeffrey L. Kent

899 Pleasant Street, Paxton, MA 01612
(508) 735-9657
jeffreyleekent@gmail.com

CF:
Town Administrator
Executive Assistant
Town Clerk
Treasurer/Collector
Assessor
Director, Council on Aging



Town of Paxton, Office of the Town Clerk
697 Pleasant Street Paxton, MA 01612
Phone: (508) 799-7347 Ext.1013

NOTICE OF RESIGNATION FILED WITH TOWN CLERK

TO: Heather Munroe, Town Administrator	
Select Board (Appointing authority)	Planning Board (Remaining members of board or comm.)
Person Resigned: Jeffrey Kent	Office Resigned From: Planning Board
Date Resignation Filed: May 7, 2024	Effective Date: May 7, 2024
Date of Term Expiration: ATE 2025	Period of Full Term: 5 Years

Chapter 41, Section 109, General Laws

"No resignation of a town or district officer shall be deemed effective unless and until such resignation is filed with the town or district clerk or such later time certain as may be specified in such resignation. Upon receipt of a resignation the clerk shall notify the remaining members, if the resignation is received from a board of two or more members, and he shall further notify the executive officers of the town or district and such notification shall include the effective date of the resignation..."

Date of notice: 5/7/2024

ATTEST: Shirley Becker
Town Clerk



TOWN OF PAXTON
Planning Board
697 Pleasant Street
Paxton, MA 01612

May 7th, 2024

Town of Paxton
Board of Selectmen
697 Pleasant Street
Paxton, MA 01612

Please accept this letter as my formal resignation from the position on the Town of Paxton Planning Board, effective Tuesday May 7th, 2024.

Mr. Jason R. Burgess, who is a member of the Economic Development Committee and DPW Building Committee, has expressed interest in the past and may be interested in assuming this role for the Town of Paxton.

I wish the Town of Paxton citizens the very best going forward.

Sincerely,

Jeffrey L.
Kent

Digitally signed by Jeffrey
L. Kent
Date: 2024.05.07 05:16:04
-04'00'

Jeffrey L. Kent

899 Pleasant Street, Paxton, MA 01612
(508) 735-9657
jeffreyleekent@gmail.com

CF:
Town Administrator
Executive Assistant
Town Clerk
Chairman, Planning Board
Town Services Coordinator