

# TOWN ADMINISTRATOR UPDATE

Heather M. Munroe, Town Administrator  
November 27, 2023

## BOARD/COMMITTEE OPENINGS

### Boards, Committees, Commissions

**Board of Appeals** – There are two vacant associate position available for the Board of Appeals. Please see the [Town's website](#) for more information.

**Cable & Communications Committee** – There are currently two positions available on this committee. This committee is responsible for running and maintaining cable access TV channels, live streaming and recording government and community meetings. The committee currently meets monthly. Please see the [Town's website](#) for more information.

**DPW Building Committee** - The Town of Paxton has reconfigured its DPW Building Committee to update the charge and membership. This Committee will be instrumental in matching the Department of Public Works building infrastructure needs with the Town's financial constraints and the Community desires. There is 1 resident vacancies for someone with a marketing/advertising background available. Please see the [Town's website](#) for more information.

**Historic District Commission** - The Historic District Commission is a group of individuals committed to maintaining the historic integrity and aesthetic appeal of Paxton's treasured landmarks. We work to ensure that our town's rich history remains an integral part of its future. There is currently 1 opening. Please see the [Town's website](#) for more information.

[See the Town's Website for all openings and how to submit an application.](#)

## COMMUNITY HAPPENINGS

Check out the [Town's Website](#) for the latest programs.

**Annual Tree Lighting**– The Town of Paxton will be holding Annual Tree Lighting Ceremony on Sunday, December 2, 2023 from 6:30 PM to 8:30 PM. For more information visit the [Town's website](#).

## DEPARTMENTAL UPDATES

### Assessors

The Select Board held the annual Tax Rate hearing on November 27, 2023 and set a single tax rate for the Town of 16.07. In order to see how the figure compares to past year's, the average value of a single family home is below, along with the tax rate and the actual tax bill. The Principal Assessor, Kateri Clute, will be at the COA on the 13<sup>th</sup> of December from 10am-12pm to answer any veteran's or senior questions about taxes or exemptions.

YEAR		AVERAGE VALUE SFR		TAX RATE		TAX
FY24		\$ 459,020.00		\$ 16.07		\$ 7,376.45
FY23		\$ 412,579.00		\$ 17.58		\$ 7,253.14
FY22		\$ 367,171.00		\$ 18.98		\$

## **Fire**

The Town Generator repairs have been completed and the Generator is once more in good health!

## **Town Administrator**

The Select Board voted on November 27<sup>th</sup> to offer the short-term Interim Town Administrator position to Charlie Blanchard while I am out on parental leave. If Charlie accepts, the SB will setup an executive session to meet with Charlie and arrange the details over the next few weeks.

## **FINANCES**

### **Grants**

#### *FY24*

**ADA Grant** – We submitted a grant again for FY24 for ADA improvements at the COA, with the same details as last year and updated costs totaling around \$25k. We do not expect to hear back until Thanksgiving week.

**Barre Charitable Savings Trust Grant** – The library received a \$950 grant for museum passes for use by patrons.

**Edward Byrne Memorial Justice Assistance – Municipal Law Enforcement Grant Program** – The Police received an award from the Office of Grants and Research in the amount of \$40,924.40 for Police Computers, Plate Reader, and Tasers.

**Miia Risk Grant** – The Town has been awarded a MIIA Risk Grant in the amount of \$10,000 for a trench box that can extend our current one for DPW for additional depth coverage and safety.

**Recreation Earmark** – In the FY24 final budget, the Governor approved an earmark for \$27,000 for enhancements for the recreation department to include the following:

#### Playground Repair and Mulch (\$4,000)

The Town owns one public playground next to the Paxton Center School. During school hours, the students use the playground for recess. After hours, the playground is utilized during the afterschool program and by members of the

public. The playground needs more odds/ends maintenance to keep all parts safe. In addition, because of the after-school program, we must maintain a minimum level of 9 inches of mulch around all potential fall zones.

**2. Adjustable Basketball Hoops at the Paxton Center School (\$18,000)**

The Recreation program runs a basketball program at the Paxton Center School. The current basketball hoops do not allow for younger kids to play and require volunteers to tediously attach and manually lower basketball hoops for each game, which brings with it its own safety risk. If we were to replace current hoops with four adjustable hoops, that would make them versatile, serve both the basketball program and the students at the Paxton Center School, and would alleviate the chance of injury through manual adjustments.

**3. Wentworth Bathroom Repairs (\$5,000)**

The Recreation and Town own a bathhouse out by our Wentworth field. The bathhouse is used during games and during the Summer Program. The building is old and in dire need of repairs.

**SMRP Grant** – DEP awarded us a grant in the amount of \$3,500 to help with our recycling program for FY24.

**Town Common Earmark** – In the FY24 final budget, the Governor approved an earmark for \$50,000 for a design, feasibility, and traffic study for the town common/town center.

*Outstanding FY23*

**Ambulance Certified Public Expenditure Program** –\$62,566 - Pending

**Libraries Transforming Communities: Accessible Small and Rural Communities.** \$20,000 project to support Sensory Processing Disorder.

**Community Compact (IT) Grant** –\$115,000 to support conversion to records management system, including scanning and electronically filing records.

**Hazard Mitigation Planning Grant** –\$4,455 reimbursable grant to update the Town's Hazard Mitigation Plan.

**Small Bridge Grant (2019)** – Planning Grant Black Hill Road, extended until December 2023.

**State Earmark of Funds** – Zoning Bylaw rewrite, underway.

**JOB OPENINGS**

**Police Officer** – There is one opening for a police officer.