

Town of Paxton Board of Selectmen

Regular Meeting Minutes

Monday, July 6, 2009

Members Present: Michael T. Quinlivan Chair
Frederick G. Goodrich, Vice Chair
William A. Trotta, Clerk

Charles Blanchard, Town Administrator

Attendees: See attendee list

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

Meeting Minutes

- **Motion (WT) seconded (MQ) to accept the Regular Meeting Minutes of June 22, 2009 (FG) abstained not a the meeting.**

Public Safety Complex Update- Charlie Blanchard Town Administrator

- Finishing exterior walkways.
- Flag pole complete – flag flew on July 4th. Flag donated by Paul Crowley.
- 95% of cabinets complete.
- Interior & exterior doors complete.
- Prime of wall complete, some area painting complete.
- Rubber flooring to be completed later this week.
- Materials on site for carport.
- Plumbing installed.
- HVAC installed
- Second floor is 95% complete.
- Soils in area of the antenna still being tested.

Richard Bedard – Public Safety Complex Chairman

- (MQ) requested Richard Bedard to attend the meeting to address his concerns with the slope of the grass area in front of the Safety Complex. He feels that a 60% grade is a safety concern for mowing.
- Richard Bedard responded that the committee felt that they would leave for now and wait for the grass to come in, would only expect that it would need cutting 10-12 times a year.
- (FG) stated that it looked very presentable.
- The project will be kept open for a year to meet any unexpected expenses.
- (WT) asked if they could see how it goes over the next year and if necessary put some other material down instead of grass.

- (FG) commended the committee and especially the chairman for an excellent job.
- Dick Bedard stated that they were expecting a dedication ceremony on October 19, after that the building would be secured and not open for public to visit.

Peter Brennan – Wachusett Regional School District Manager -Paxton Center School Lighting

- Mr. Brennan stated that all the schools were going dark and had not encountered a problem.
- (MQ) stated that they saw it as a security issue.
- Chief Desrosiers stated that he grew up with the understanding that lighting deterred crime but Dr. Pandiscio had done research that indicated differently.
- Mr. Brennan was asked to supply a copy of this study to the BOS and Police Chief.
- It was discussed whether the lights could be controlled from inside the building to save money.
- **Motion (WT) seconded (FG) to reduce the lighting and monitor the situation for one year and based on report, if necessary look for a better lighting solution. Unanimous all in favor.**
- (WT) stated that the Police had received a \$300,000 grant that would possibly require lighting, if they were to install surveillance cameras in the school area.

Storm Debris Update – Charles Blanchard, Town Administrator

- 40% of brush picked up.
- 115 hangers taken care of.
- Chipped the existing pile of brush collected during the emergency.
- On schedule.
- Received permission for the extension of the work to July 30th.
- Will need to keep all documentation for three years in case of an audit by FEMA.
- Busy Bee is doing a good job. There will be a final check off for each street.

FY10 Anna Maria College Scholarship Committee

Motion (MQ) seconded (FG) to appoint (WT) to the committee. Unanimous all in favor.

WRSD Revised Budget

- (CB) stated that the assessment is slightly lower and stimulus money is shown as additional money.

State Aid

- State Aid is higher than anticipated \$476,772 this will bring the deficit needed to be taken from Stabilization down to \$108,000 from \$140,000.

Town Administrators Update

Town Clerk

- Letter from Town Counsel in response to Town Clerk's request for confirmation that the action taken by the BOS to allow her to receive compensation as both Town Clerk and Assistant Town Clerk was proper. Town Counsel's opinion confirms this.
- **Motion (FG) seconded (WT) to change Town Clerk's status from a Special Municipal Employee. Unanimous all in favor.**

Police Dept.

- North End Motors of Worcester has donated \$2500 worth of labor toward any maintenance required on the department's fleet of vehicles.

Town Hall Basement

- The wet weather has accelerated the moisture damage to the records stored in the Town Hall basement. Once the old Police Building is vacated, we would like to transfer these records to dry space in that building. (CB) would like to contact the Building Space Committee with this request.
- (FG) wait for the committee's recommendation on the use of this building before moving these files to the Police Building. Will defer any recommendation until then.

Town Administrators Goals & Objectives

- (CB) provided a list of his proposed FY10 Goals & Objectives for the BOS consideration.
- (FG) stated that it was inappropriate to ask (CB) to prepare his Goals & Objectives and provided the BOS with a list that he had prepared (attached).

Town Administrators Evaluation

- (MQ) stated that each Selectman had an evaluation form for completion and these would be summarized by (FG) and handed to (CB) at the July 20th meeting, there would be no discussion on the evaluation at this time.
- (WT) would not take part in the process; (FG) already had a completed evaluation form from the former selectman.
- (CB) stated that he had not even seen these forms and important to have sufficient description and what kind of accomplishments were expected.
- (MQ) stated that the evaluation goes forward, to show the employee his strengths & weakness and these would be correlated for July 20th
- (MQ) was asked to clarify whether these would be handed out at the meeting, at which time they would become a public document before even (CB) had seen.
- (MQ) confirmed that this was the case.

- These would be reviewed with (CB) at the August 17th meeting, as (CB) would not be at the next regular meeting on August 3rd.
- (CB) stated that the general way to do evaluations was for the Chairman to discuss the evaluation with the Town Administrator prior to a public meeting, once the evaluations come to a meeting everything including the back-up documents become public information.
- Chief Desrosiers added that over the years he had been presented with evaluations that were set up for failure. Goals & objects need to be clear and precise job areas and not areas that are not part of the job. He cautioned them to proceed professionally.
- (WT) asked where the form had come from.
- (FG) stated that it was a form that he had used for the past 4½ years, basically.
- **Motion (FG) seconded (FG) to accept the form and collaborate the scores. Unanimously all in favor.**
- BOS reviewed the goal & objectives presented by (FG).
- (MQ) asked how they hold (CB) responsible for Treasurers work.
- (FG) responded that they need to have a team, last year financial team met on several occasions when needed.
- (WT) added that this is probably what (CB) does on a regular basis.
- (MQ) addressed the Town Hall efficiencies along with the permits & fees and suggested that this should be ongoing, collectively working together.
- (WT) asked that (CB) elaborate on his list of Goals & Objectives by providing a paragraph for each goal.

ABLE Program

- (FG) stated that he was not impressed with the proposal and that there was too much supervision required.
- **Motion (FG) seconded (WT) not to pursue the ABLE program. Unanimous all in favor.**

Other Business

Benefit

- (CB) stated that in 1996 the BOS passed a motion accepting that there were benefits for employees working over 19½ hours per week. In 2001 benefits allowed for employees working over 35 hours a week.
- (CB) there are three positions that may be in conflict with our policy.

- (CB) if an employee works over 20 hours they qualify for Health Insurance Section 125, this is a state law and we do not have a choice.
- (CB) it was agreed to maintain the TSC benefits, at the time that it was agreed to reduce the hours of the job.
- (CB) the Town Clerk has scheduled 20 hours a week, so qualifies for health insurance, and is having time off.
- (MQ) we shouldn't have been surprised to provide benefits when we took on the employee at the COA.

Basketball Courts

- (WT) asked for any progress on fixing the Basketball court surface. (CB) responded that the DPW Superintendent was taking care of it. The backboards are fixed; the rest is being taken up with Recreation.
- (WT) asked why there were numerous water breaks on Rt 31. (CB) responded that they were old cast iron pipes, but there were no recent breaks.

Motion (MQ) seconded (FG) to go into Executive Session under MGL 39 S23B to discuss Contract Negotiations. Unanimous all in favor. (MQ) YES (FG) YES (WT) YES.

Motion (MQ) seconded (FG) to adjourn the Regular Meeting at 9:35pm. Unanimous all in favor.

Respectfully submitted,

Carol L. Riches, Administrative Assistant