

**Town of Paxton**  
**Board of Selectmen**  
**Regular Meeting Minutes**  
**Tuesday, February 22, 2011**

Members Present: Fred Goodrich, Chair  
William A. Trotta, Vice Chair  
  
Carol L. Riches, Town Administrator

Attendees: see Attendee List

The Chairman called the meeting to order at 6:58pm.

**Appointment of Roland Card – Personnel Advisory Board**

- **Motioned (FG) seconded (WT) to appoint Roland Card to the Personnel Advisory Board. Unanimous all in favor.**

**Appointment of Kristen Steinmetz – Open Space Committee**

- **Motioned (FG) seconded (WT) to appoint Kristen Steinmetz to the Open Space Committee. Unanimous all in favor.**

**Anna Maria College**

- Cheryl Sleboda from Anna Maria College came in to request an extension on the temporary trailers that the college is using for offices during construction. Motioned (FG) seconded (WT) to extend the use of the temporary trailers until June of 2012. Unanimous all in favor. A letter will be sent to the college in regards to this matter.
- William Sangster and Juan Maldonado from Anna Maria College came in to discuss the second annual Run For Haiti road race. The race will be held on Sunday, April 10, 2011 from 10am to 2pm. The race will take the same course as it did last year. They hope for at least 100 participants, and will speak to the Police Chief to see if any road detail will be needed during the course of the race. Motioned (FG) seconded (WT) to allow the running of the 2<sup>nd</sup> Annual Run for Haiti Road Race. Unanimous all in favor.

**Meeting Minutes**

- **Motion (FG) seconded (WT) to accept the February 8, 2011 Regular Meeting Minutes. Unanimous all in favor.**
- **Motion (FG) seconded (WT) to accept the February 8, 2011 Executive Meeting Minutes. Unanimous all in favor.**

### **Memorandum of Understanding**

- The signature page needs to be corrected under the lessee. It currently states JKS Paxton, LLC and needs to read JK Scanlan. The board then needs to sign the agreement.

**Motion (FG) seconded (WT) to open the warrant for the Annual Town Meeting to be held on Monday, May 2, 2011. Unanimous all in favor.**

**Motion (FG) seconded (WT) to close the warrant for the Annual Town Meeting on Monday, April 11, 2011. Unanimous all in favor.**

### **Moore State Park**

- (FG) will provide minutes from the meeting that he and (WT) attended in Boston on Thursday, February 17, 2011 with Senator Chandler and Priscilla Geigis from the DCR. The park is not in any danger at this point. There will be another meeting prior to the end of March that will most likely take place here in Paxton. Conrad Crawford who oversees the friends of Mill Village will work on helping to maintain the park and continue moving in a forward motion. It may be possible to have the park come under a historical ruling versus regular park rulings as well.
- (WT) provided further insight as to the difference between a satellite park versus a primary park.

### **Town Administrators Update**

- The Planning Board is awaiting the Board of Selectmen to request a zoning by-law for the use of Large Scale Ground Mounted Solar Photovoltaic Installation. This is needed in order to move forward at the Annual Town Meeting. Motion (FG) seconded (WT) seconded to go ahead and request that a zoning by-law for the use of Large Scale Ground Mounted Solar Photovoltaic Installation. Unanimous all in favor.
- To change the zoning by-laws at the Annual Town Meeting for the Flood Plain District. Motion (FG) seconded (WT) seconded to adopt the changes of the Town's Zoning By-law for the Flood Plain District at the Annual Town Meeting.
- Charter Communication is looking to initiate and renew the franchise agreement that is due to expire in September of 2012. (CR) stated that it is a 10-year agreement that we enter into with Charter. (FG) wants to read and review and understand why they are looking to do this two years prior to the deadline. (FG) requested that we have Thomas Cohan from Charter to in and discuss this agreement. (FG) has a concern over the performance that Charter provides. (CR) will contact Mr. Cohan and make arrangements
- The COA held an International Breakfast on Wednesday, February 16, 2011. Andy O'Keefe was the guest speaker who talked about his experience in Cairo. With over 30 seniors in attendance the event was very successful.

### **Light Department**

- Arrange to have the Light Department come the Board of Selectmen's meeting on Monday, February 28, 2011 at 7:30pm to discuss the matters at hand.

### **Ray Charette**

- Was present at the meeting to discuss the Public Safety Complex. He addressed four points with the Board that he was concerned about. The first concern was over the loan amount for the project. (FG) stated that at the end of the fiscal year the spending will be closed and the committee will be disbursed.
- The second item was in regards to the bond duration for the project. Mr. Charette feels that the town missed out on saving additional funds by not funding the project through the US Department of Agriculture Rural Development program with a guaranteed low interest rate. (FG) informed Mr. Charette that the town was turned down for that loan, and financed the project with the best available program. Mr. Charette provided the Board with a statement that he felt showed otherwise. (FG) stated that he would review this document and get back to him.
- The third concern that Mr. Charette had was over the use of the building. He questioned why the taxpayers are not able to use the facility. Mr. Charette felt that perhaps the Town Hall could be closed to save money, and the employees could be moved down to the Public Safety Building.
- The final concern of Mr. Charette's was over the cost of the building itself, and that what should have been normal operating costs were included in the loan that will be paid out over 20 years. Mr. Charette also expressed a concern as to how will the taxpayers feel about any new projects in town after going through the experience of building the Public Safety Complex.

### **Budget review**

- Notice from Wachusette Regional School District stated that it will be mid March before they have a budget ready. There will also be two increases to the Town of Paxton from the district this year. The final High School bond for Paxton's debt assessment will increase by \$25,000, and transportation will increase by another \$59,000.
- (FG) Homeland Security Regional Council should be providing the town with an electric sign now that all of our reports have been filed. We need to contact Holden to see what they did to obtain their sign.
- Reviewed the Treasurer and Collectors budgets. In order to increase the pay for the Assistant to the Treasurer and Tax Collector and evaluation needs to be done to justify the increase in the salary. The Collector cannot increase her own salary due to the fact that it is an elected position. (FG) questioned the decrease in the amount budgeted for postage, and if more is going out through central purchasing then do we have enough in that budget.

- Clerk budget has an increase under dog licenses in order to purchase a new computer program.
- Emergency Management budget has an increase in salary. (FG) Charlie Bolster needs to communicate more with what he is doing and the things that he is working on in order to help justify the increase in the salary requested.
- Highway budget (CR) provided a wage scale for the Town of Paxton so that they could look at the salary structure. Motion (FG) seconded (WT) to increase the salary for the Superintendant for the Department of Public Works. An increase of 5% will apply to all three of the positions he occupies. Unanimous all in favor. Michael Putnam has gone a number of years without any type of percentile increaser to his salary. An evaluation should be done for Mike, and he should be doing evaluations on each of his employees as well and giving them the basis that they need to understand what they need to accomplish if they wish to advance with in the department.
- Snow and Ice budget should be reviewed to see where we are at to date.
- General concern over the budgeted amounts to cover diesel, gas and oil expenses for the town.

**Next meeting scheduled for Monday, February 28, 2011 at 7:30pm**

**Adjourned Meeting at 9:08pm, Unanimous all in favor**

Respectfully submitted,

Donna Graf-Parsons, Administrative Assistant

Documents from the Meeting:

Town Administrator's Update – File in Town Administrator's Update Folder

Document from Ray Charette – Public Safety Building File

Anna Maria College road race – Filed in Selectmen's office under Anna Maria College