

**Town of Paxton
Board of Selectmen**

Regular Meeting Minutes

Monday, July 25 2011

Members Present: William A. Trotta, Chairman
Peter Bogren, Jr., Vice Chairman
John F. Malone, Clerk

Carol L. Riches, Town Administrator

Attendees: Attendee List

The Chairman called the Select Board Meeting to order at 7:00pm

PILOT Committee

- **Motion (WT) seconded (PB) to appoint Margaret Pennace and Frederick Goodrich to the PILOT Committee. Unanimous, all in favor.**

Emergency Manager

- **Motion (JM) seconded (PB) to have William Trotta move up from Deputy Director to Interim Director for Emergency Management. Unanimous, all in favor.**

Board of Assessors

- **Motion (WT) seconded (PB) to accept the resignation of Doris Huard from the Board of Assessors effective 7/21/11. Unanimous, all in favor.**
- The Board of Selectmen were presented a letter from the Board of Assessors that it is the intention of Doris Huard to be reappointed to the Board of Assessors with no salary or cost to the town. The position will be posted and at the next Board of Selectmen's meeting in conjunction with the Board of Assessors they will appoint someone to fill the current vacancy.

Scratch Ticket bill

- The Board of Selectmen were presented with a letter from the town of Oxford looking for support in a bill that would place an additional tax on the sale of scratch tickets in an effort to try and have them disposed of properly. (PB) This is just another tax that I am not in favor of. (JM) Does not feel that this will be effective at such a low rate. People will not return them. **Motion (JM) seconded (PB) not to support this proposed bill. Unanimous, all in favor.**

Meeting Minutes

- **Motion (PB) seconded (WT) to accept the July 11, 2011 Regular Meeting Minutes. Unanimous, all in favor.**

Town Administrators evaluation

- (WT) I will compile all of the evaluation information from the other Board members, and at our next meeting we will present this information to the Town Administrator. Carol will then have time to review the information and ask any questions, and then give the evaluation at the next meeting. (JM) Would like to see Carol's contract extended as well. This will be part of the discussion during her evaluation. (WT) Would like to see the evaluation form updated and allow for up to five criteria to select from instead of the current three. This would give us a broader base to look at, and this would be fairer.

Acceptance of gifts by the Town

- (WT) There have been donations done where the Selectmen have been removed from the process. In the future a person wishing to make a donation would send a formal letter to the Board of Selectmen with the details of what the donation will be for. The Department head should also provide a letter supporting why they need this particular donation. (PB) When a town employee solicits a donor the letter should come to the Board first as to what they are looking to receive. Carol Riches questioned about small individual donations to such departments as the Fire and Police. (WT) Put a waiver on anything that is a \$1,000 or less. Carol will look at this again and write it up. (WT) A written request should also come to the Board first if a department is looking to spend money from its donations as well. (PB) Let's look at the rewritten agreement before we approve.

Town Administrators update

1. I attended a Mirick O'Connell seminar on Wednesday focusing on the recent Health Insurance Reform. It appears that further regulations will be coming from

the Secretary of Administration and Finance in the next thirty days. In the meantime we were advised to contact our benefit consultant and put together a comparison between our current plan and the best plan in the GIC.

The attorney advised not to accept Section 21 if we can provide better coverage under our own plan.

(PB) Why did he advise this? (CR) Because you have more control over your benefits if you are not in the GIC program.

2. In the past we have gone out for bid for diesel and fuel oil for the best discount per gallon. We recently solicited bids for a fixed rate per gallon in the same manner as other Towns proceed. We received two bids and these figures were far higher than the current price per gallon as below:

Oil	Bid opening July 14, 2011	Current Contract
Peterson Oil	\$3.45	\$0.05 mark up per gallon
RJ McDonald	\$3.889	
Diesel		
RJ McDonald	\$3.869	

- Recommendation: That we exercise our option to continue with the present vendors for a further twelve months with the discount per gallon. (JM) Is there a possibility in joining up with another town? Fred Goodrich commented that the town could look into the option of purchasing through the state. **Motion (JM) seconded (WT) to continue with our current contract, but look into other options for next year. Unanimous, all in favor.**
3. The bids for painting the exterior of the White Building were received and opened on Thursday, July 21st, 2011. We received two bids below:

<u>Name of Bidder</u>	<u>Bid Price</u>
BSA Painting	\$17,975.00
O'Byrne Painting	\$14,800.00

I am following up on references provided by the lowest bidder and I am awaiting a return call from each.

- As these bids were lower than anticipated and there is a substantial difference in the bids. I am asking that the Board give me permission to research both contractors and award to the lowest responsible bidder. **Motion (JM) seconded (WT) to allow Carol to continue checking references and then award the bid to the lowest responsible bidder. Unanimous, all in favor.** With the additional funds it may be possible to do some wood work and repairs to the building.

4. At your last meeting Robert Bertin, a previous Conservation Commission member referred to a Conservation Fund specifically for the purchase of land. It appears that Mr. Bertin was correct and there is a Conservation Fund for this purpose.

If you wish, I will contact the Conservation Commission and arrange a meeting to see if they are interested in discussing the acquisition of the Muir Meadow property, which may involve some of their funds.

(PB) Did we hear back from Mr. Novick? (CR) No, not at this point. (JM) It may take some time to get information back. (WT) It would be good to involve the Conservation Commission and see what they have to say.

Muir Meadow

- Town Resident Margaret Pennace spoke in reference to the last meeting where Mr. Novick from the Greater Worcester Land Trust spoke about the land on Pleasant Street referenced as Muir Meadow. Ms. Pennace was concerned that it seemed that the land was not buildable so how were they going to build on it, and it seems to be more of a benefit to Worcester Water than Paxton, so let Worcester purchase the land. Also concerned over the statement that the proposed septic system to be used for the proposed project has a high failure rate. (JM) The DEP has given the builder the authority to build up to 87 households. Worcester Water is well aware of the proposed project for Muir Meadow. (WT) We told GWLT to go back to the City of Worcester and see if they give their support to this, prior to Paxton making any type of commitment. (JM) There was a large open forum meeting a few months ago where the Muir Meadow project was discussed, so the abutters have been given the opportunity to discuss this project.

Motion (WT) seconded (PB) to adjourn meeting at 7:45pm. Unanimous all in favor.

Next meeting scheduled for Monday, August 15, 2011 at 7:00pm

Respectfully submitted,

Donna Graf-Parsons, Administrative Assistant

Documents from the Meeting:

Letter from Board of Assessors – Filed in Board of Selectmen’s office

Bids received for Oil and Diesel and White Building are all on file in the Board of Selectmen’s office

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