



Town of Paxton  
Board of Selectmen  
697 Pleasant Street, Paxton, MA 01612  
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## Regular Meeting Minutes

**Thursday, September 13, 2012**

**Meeting Location: John Bauer Senior Center 17 West Street, Paxton, MA 01612**

Members Present: Peter Bogren, Jr., Chairman  
John F. Malone, Vice Chairman  
Frederick G. Goodrich, Clerk  
  
Carol L. Riches, Town Administrator

Attendees: Attendee List

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

### **Appointment of Forrest Thorpe to Detective**

- **Motion (JM) seconded (FG) to approve the appointment of Forrest Thorpe to Detective for the Paxton Police Department. Unanimous, all in favor.**

### **Signage on Klingele Field**

- Justin Thackery came in to discuss putting up an advertising board at the top field at Klingele. **Motion (JM) seconded (FG) to approve the placement of an advertising board at Klingele Field. Unanimous, all in favor.**

### **Bay Path**

- John Lafleche came to speak about the upcoming vote for Bay Path which will provide them with the funding need to do a renovation project at the school. We are not doing any major capital projects to the school. We have a roof that is leaking, and other structural repairs that are needed, and will be adding about 50,000 square feet of new space mainly to the front of the building. We were invited into the grant program for this project in 2009 and now are at the point where we need the participating communities to vote on this. If the vote fails them the school has to file a new statement of interest. We need to encourage residents to vote for the project to be more cost effective.
- (PB) What is the cost difference between this current proposal versus what you need to get by.

- Mr. Lafleche stated that 15.8 million would fix what is needed. This would require a 20 year bond which would cost Paxton about \$32 on their taxes.
- (JM) When we joined Bay Path they were up front with what the cost of the building needs were going to be. The children are given a good education with great opportunities. We should support Bay Path.
- (FG) I agree. I was one that pushed to join Bay Path. We knew at the time that we would be needed to support future renovations.
- (PB) As you may know there was an email from a group in Auburn that opposes this project. How were the percentages for each town arrived?
- Mr. Lafleche replied that the number of students that Paxton has in K-12 versus the number of students in K-12 for the entire district is calculated to provide your percentage. Each town is given a designated number of seats that are available to them at the school.
- Bob Wilby commented that Paxton had six kids go into Bay Path this year as freshmen.
- (PB) Does PCS send students during the day to see Bay Path?
- Bob Wilby state that yes, PCS does a great job of promoting Bay Path.
- John Lafleche commented that we are not for everyone, but in today's economy this allows students to come out of school and either go to college or start work right away.
- (FG) What will the capacity be after the renovation?
- Mr. Lafleche stated that the official capacity will be 1,110. The guideline is 250 square feet per student. Safety is paramount and the facility will meet our needs.
- (FG) What if you get 1,200 students
- Mr. Lafleche remarked that we have room to grow. We will be on time and on budget with this project.
- Bob Wilby commented that the Town Clerk has done an exceptional job in working with us.
- Mr. Lafleche thanked Carol and everyone involved in helping move this along.
- **Motion (JM) seconded (FG) to support an affirmative vote for Bay Path on October 4, 2012. Unanimous, all in favor.**

### **Dispatch Appointments**

- **Motion (JM) seconded (FG) to appoint John Noyes and Ashley Holden to be part time dispatchers. Unanimous, all in favor.**
- Sergeant Lang spoke to support the change of appointment in status for Kimberly Fontaine from part time dispatcher to temporary full time dispatcher for the period of time that Steve Mucci attends the Police Academy.
- (JM) Will this have any effect on the budget?
- Sergeant Lang replied that this will have no effect.
- **Motion (JM) seconded (FG) to appoint Kimberly Fontaine as a temporary Full Time Dispatcher. Unanimous, all in favor.**

### **Emergency Manager Interview**

- Mr. Mustapha Fofana was present for the interview process with the Board.
- (JM) I would like to request that we do not tape the interview out of fairness to the candidates. **Motion (JM) to shut off taping during the interview. (PB) Do I hear a**

**second to the motion? No second. All in favor. Jack Malone, Aye. All those opposed. Peter Bogren and Frederick Goodrich. Motion failed**

- (PB) We will allow 20 minutes for the interview and then an additional 10 minutes for any follow up.
- (JM) What doe EOC mean?
- Mr. Fofana was unsure of exact meaning.
- (FG) Have you read the current emergency plan that we have?
- Mr. Fofana replied I have read some. I have looked at the state and federal documents relative to Emergency response.
- (PB) Who in Paxton has the ultimate responsibility for Emergency Management decisions?
- Mr. Fofana remarks that once all the information is received it is then provided to the Board of Selectmen.
- (JM) Share an experience in which your ability to consider the costs or benefits of a potential action helped you choose the most appropriate action.
- Mr. Fofana replied that in his engineering experience I am always looking at a case by case situation and then see what we have available to handle it.
- (FG) Share an experience you had in dealing with a difficult person and how you handled the situation.
- Mr. Fofana replied that I have been a professor for 25 years and have been trained to listen
- (PB) Provide an example of a time when you successfully organized a diverse group of people to accomplish a task.
- Mr. Fofana replied that he has coordinated many conferences and publications with in the academic realm.
- (JM) Name the four primary function groups?
- Mr. Fofana replied, Police, Fire and EMT.
- (FG) Tell me how you organize, plan, and prioritize your work.
- Mr. Fofana replied that for example with the Ice Storm I would want to plan ahead so we are ready to act and respond. Every citizen should be aware that safety is in our hands. Network the neighborhoods.
- (PB) Was there ever a time when you were unsuccessful in coordinating people, and how would you change that?
- Mr. Fofana replied that I do not get upset or angry. You need to communicate more effectively. In an emergency failure is not an option.
- (JM) In your experience, what is the key to developing a good team?
- Mr. Fofana replied that respect is key. We are a team. It is not you or me. If I can explain what is expected then we can work together. I am very reflective. I go back and look at things and learn from that experience.
- (PB) We will go back now for any follow up questions.
- (JM) I will list off some emergencies and you tell me who is responsible for responding. Evacuation.
- Mr. Fofana – Fire and Police
- (JM) Hazmat
- Mr. Fofana – Fire, Police and EMT
- (JM) Flood
- Mr. Fofana – Fire, Police and perhaps EMT
- (JM) Tornado

- Mr. Fofana – Fire and Police
- (JM) Civil disturbance
- Mr. Fofana – Police
- (JM) Weapons
- Mr. Fofana – Police
- (FG) How would you maintain preparedness?
- Mr. Fofana replied that after 911 there were preparedness plans from FEMA and Homeland Security that identify various roles for certain disasters. You need to talk to the residents and communicate with the residents. You need communication to be prepared and individuals need to know what steps can be taken.
- (PB) How would you deal with a difficult coworker or superior?
- Mr. Fofana replied I am very analytical, and I am a good listener. Timing is all the essence. When the proper time comes you can discuss your concerns.
- (PB) Can you provide me with a personal experience where you were able to consider the cost of a potential action, which helped you choose the most appropriate action.
- Mr. Fofana replied that in his academic experience there are conferences that they would like to go to but they are very expensive so we have to postpone these things. In an emergency you cannot do that, again it comes to being prepared. We can always take action if we are prepared.
- (PB) We have one more interview, and then we will be able to get back to you. Thank you.

#### **Ethics disclosure for Richard Jenkins**

- (CR) It was brought to our attention that there might be a potential conflict with Paxton Garage, due to Richard Jenkins connection with the Fire Department. Upon discussing this matter with Town Counsel, they replied that Paxton garage and the Town should look into going into a contract, otherwise a disclosure will have to be done every time a vehicle is serviced. It is up to the Board of Selectmen to enter into a contract to do business as usual.
- (PB) What are we bound to?
- (CR) When we go to Paxton Garage they will do the work. We can still go anywhere we want to have work done.
- **Motion (PB) seconded (JM) to proceed with writing the contract that we continue with Paxton Garage as we are doing now. Unanimous, all in favor.**
- (FG) I am not in favor of writing individual forms, but a contract cannot be left open ended without some specifications.
- (PB) We are continuing with business as we have in the past. We are saying that this is on an as needed basis.
- (CR) We are just trying to continue the work as we are. The Light Department is effected in this as well in just trying to get inspection stickers done.
- (JM) It would be nice for an individual to come to us prior to speaking to ethics. As far as I see there is no problem in my mind to continue with business as usual.
- (FG) By taking these steps we can put this to bed and now we are doing it formally.
- (CR) On Section D, on the back of the form you need to vote and sign.

- Richard Jenkins clarified that Section D allows him to work on the Fire Department vehicles and Section C allows him to work for the Town.
- **Motion (PB) seconded (JM) to approve Chapter 268A Section 20D as it applies to Richard Jenkins of Paxton Garage. Unanimous, all in favor.**

### **Resignation from Debra Henderson**

- **Motion (PB) seconded (JM) to accept with regret the resignation of Debra Henderson from the Anna Maria College Scholarship Committee. Unanimous, all in favor.**

### **Meeting Minutes**

- **Motion (JM) seconded (FG) to approve the Regular Meeting Minutes for August 14, 2012. Unanimous, all in favor.**
- **Motion (JM) seconded (FG) to approve the Meeting Minutes for August 27, 2012. Unanimous, all in favor.**

### **Open Positions**

- (PB) Read the current openings for all Town Boards and Committees
  - Conservation Commission
  - Personnel Advisory Board
  - Cable Committee
  - 250<sup>th</sup> Town Anniversary Committee
  - Cultural Council
  - Agricultural Commission
  - PILOT
  - AMC Scholarship Committee
- (PB) How is the PILOT Committee coming along?
- (FG) The Fire Science students are back working with the town. Recreation and AMC are working together to utilize the Town's fields for the college. Looking to get some support to the Town Hall from AMC students in the Clerk and Collectors offices. Also looking at having AMC students fill in the vacancies at the local school libraries.
- (FG) Nick Powlovitch showed interest in being on the Cable Committee
- (CR) We did follow up with him, but have not received a formal request from him yet.

### **Dispatcher Steven Mucci**

- (PB) A request from Chief Desrosiers asking that dispatcher Steve Mucci's health insurance is covered for the period he is attending the academy.
- **Motion (FG) seconded (JM) to allow Steve Mucci to continue getting health insurance coverage from the Town while he is in the academy.**
- (PB) If we keep him on and add someone to cover will we not incur any additional cost?
- (CR) The individual that will be covering does not take Town insurance.
- (JM) We need to make sure that we do not set a precedence that will come back at us.
- (PB) Hold off until our next meeting to ensure that there would not be any additional cost.
- (CR) I recommend that you make a motion pending clarification.
- (FG) Do we have an indication of how many hours he will work while at the academy?

- (CR) No, we do not.
- (PB) Keep the motion on the table and come back to it at our next meeting.

### **Town Administrators Update**

- This year's Senior Picnic was very well attended by 70 seniors. Jerry Ryan, COA Director and the COA Board did an excellent job catering this event and for anticipating the weather and moving the venue inside.
- The Recreation Commission, Chair asked that I inform the Board that the commission has approved an Eagle Scout project, proposed by Steven Johnson. Steven's proposal is to remove and replace the old bridge at Iligs Pond. A copy of Steven's presentation is attached for your information.
- The Fire Department has once again agreed to work with Anna Maria College to provide a program for that will allow selected students the opportunity to obtain hands on experience in the department. Anna Maria College has agreed to provide monetary sponsorship to subsidize the expense of personal protective equipment costs associated with the student.
- The Green Project at the Paxton Center School is complete with the exception of a small punch list that the contractor and project manager need to go through and finalize.
- Project expenses to date amount to \$1,169,311 and reimbursements have been received in the amount of \$599,379. The Town Accountant, Donna Couture has done an excellent job in requesting these reimbursements in a timely manner.
- (JM) When will the punch list be done?  
(CR) Late September.
- Movie night was moved indoors due to the EEE threat in our area.

### **Correspondence**

- (JM) There is a DVD available at the library for the Board of Selectmen's meetings.
- (JM) Gas prices have jumped and oil may be heading in the same direction. Concern about these budgets. Town employees are using their own money to fill the Town vehicles with gas. We need to make sure that the Finance Committee is prepared for this.
- (JM) There was a used ambulance available. A 2005 C4500 fully equipped without di-fib with 22,000 miles on it, but we were unable to bid on it, because we do not have funds allocated for it.
- (CR) I spoke to the Chief in the town where the ambulance is available. They are not sure what to do with it at this point. It's been suggested that they wait till the spring so that towns could plan for it in their budgets.
- (JM) It would be nice to have an account to hold money in for good business decisions. I would also like to thank the resident that brought this to our attention.
- (PB) I was told that it needs more than a di-fib.
- (FG) I agree in seeing if a fund could be created and presented at Town Meeting for this type of item.

**Next meeting scheduled for Monday, September 24, 2012, at 7:00pm.**

Entered into Executive Session at 9:10pm and will only be returning to the regular meeting for the purpose of adjourning.

**Adjourned Meeting at 9:30pm, Unanimous all in favor.**

Respectfully submitted,

Donna Graf-Parsons, Administrative Assistant

**Documents filed with Meeting Minutes:**

Agenda

Attendance list

**Documents from the Meeting filed in BOS office:**

Town Administrators Update

Ethics disclosure for Paxton Garage

Resignation letter from Debra Henderson

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Peter Bogren, Jr.  
Chairman

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John F. Malone  
Vice Chairman

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Frederick G. Goodrich  
Clerk