



Town of Paxton  
Board of Selectmen  
697 Pleasant Street, Paxton, MA 01612  
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dparsons@townofpaxton.net

## Regular Meeting Minutes

**Monday, December 2, 2013**

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

Members Present: John F. Malone, Chairman  
Peter Bogren, Jr, Vice Chairman  
Julia N. Pingitore, Clerk  
  
Carol L. Riches, Town Administrator

Attendees: Attendee List

The Chairman called the meeting to order at 7:30pm.

### **Classification Hearing**

- Kathleen Stanley and the Board of Assessors presented the Board of Selectmen with the annual Classification Hearing. It is the responsibility of the Board of Selectmen to vote on four items.
- The first item to be voted on, is in order to set the tax rate the Board of Selectmen have to vote on either a Factor 1 or Formula 797 calculation. **Motion (PB) seconded (JP) to accept Factor 1 and set a single tax rate of \$21.51 for FY14. Unanimous, all in favor.**
- The second item to vote on is whether or not to give a discount for open space. . **Motion (PB) seconded (JP) to not give a discount for open space. Unanimous, all in favor.**
- Item number three is whether or not to provide a residential exemption. **Motion (PB) seconded (JP) to not give a residential exemption. Unanimous, all in favor.**
- Item number four is whether or not to provide a small commercial exemption. **Motion (PB) seconded (JP) to not give a commercial exemption. Unanimous, all in favor.**
- (JM) Could you please explain what was done with the valuation on the cell towers?
- Kathleen Stanley expressed that in the past the cell towers were valued by a cost approach method and we have now moved towards valuing them on an income approach method which has increased the overall value of the towers.
- (JM) What is the percent of the increase?
- Kathleen Stanley estimated about one million dollars.

- **(JM)** Could you please explain why the tax rate has increased?
- Kathleen Stanley explained that when your property values decrease the tax rate will increase. Overall lower valued homes held there values while higher end properties saw a decrease in value.
- **(JM)** We did an increase of 2 ½ this year, but the BOS could vote to not take 2 ½ for next year.
- Doris Huard stated that would mean that you would need to take a reduction in budgets to make up for the 2 ½.
- Board of Selectmen signed off on the LA5.

### **Insurance Advisory Committee**

- Committee members Yvette Orell, Deirdre Malone and Nancy Wilby were present to discuss the updated health care rate for the town employees.
- Yvette Orell presented the following:
  - Current employees to stay with HMO 25 which will increase by 5% over last year.
  - In place of Fallon Senior we would like to offer Tufts Medicare Preferred HMO and Tufts Medicare Preferred Premier Supplement Plan which are both a decrease in rate from the current Fallon Plan. We will also continue to offer the Harvard Pilgrim Enhanced for Senior with a 4.8% increase in rate. The Senior plan was moved to Tufts due to Reliant no longer taking Fallon
  - Two years ago in order to keep the rates down a plan was accepted that increased the cost of an inpatient / outpatient deductible to \$1000/\$500. The Town has saved \$30,542.42 in 2013 and \$31,843.62 so far in 2014 with this process and the committee would like to see the Town continue to pick up the entire expense. The committee feels that this can be done and still provide a substantial savings to the Town.
  - The Insurance Advisory Committee is respectfully requesting that the Board of Selectmen accept their recommendations for the calendar year 2014 employee and senior health insurance plans.

### **License Renewals**

- **Motion (PB) seconded (JP) to approve the renewal of the following licenses for FY14. Unanimous, all in favor.**

#### **Liquor**

- Paxton Market Place – All Liquor
- Paxton Sports Center - Club
- Paxton Liquor Store – All Liquor
- Anna Maria College - Club
- Kettlebrook Golf Course – Club
- American Legion – Veterans Club

#### **Auto Body Shops**

- Paxton Auto

#### **Class II Car Sales**

- Paxton Auto
  - Paxton Garage
  - Middle River Corp. (Selectmen Bogren recused himself from this vote)
- Motion (JP) seconded (JM) to approve the renewal of the license for FY14 for Middle River Corp. . Unanimous, all in favor.**

#### **Common Victuallers**

- JLC Donuts Inc.
- Paxton Sports Center
- Paxton House of Pizza
- Paxton American Legion
- Paxton Marketplace
- Kettlebrook Golf Course
- Sage Dining Service
- Land & Sea Market ( Note – address change to 10 West ST)
- Theo's

#### **Packaged Goods**

- Paxton Sports Center
- Paxton Liquor Store
- Paxton House of Pizza
- Anna Maria College

#### **Above Ground Tanks**

- Urbanovitch Farm
- Paxton Town Garage
- Worcester County Memorial
- Kettlebrook Golf Course
- David Farm
- Industrial Tower & Wireless

#### **Media Policy**

- A draft for both media and social policy was presented and will be discussed further at a future meeting.

#### **Gasoline Procurement**

- **(CR)** We need to look at whether we would like to continue with Bill's Garage, go out to bid or look at the possibility of working with the Rutland DPW.
- **(PB)** Does Rutland have a generator back up?
- **(CR)** They are available 24/7
- **(PB)** I like the thought that with Rutland DPW we would know who and how much is being purchased. Nice to have controls in place for the future.
- **(JP)** Do we know how much they can store on site?
- **(CR)** Rutland said that they would have no problem accommodating us and that they receive deliveries on a daily basis. If we are interested in working with them

they are having a Board of Selectmen's meeting on December 9<sup>th</sup> to which we could send our request at that time.

- **(PB)** We should have a contingency plan like Citgo as a backup if needed. We also need to make sure that Rutland has a generator back up.
- **(JM)** We should move forward with Rutland as long as they do have a generator backup.
- **Motion (PB) seconded (JP) to utilize Rutland DPW for our gasoline procurement. Unanimous, all in favor.**
- **(JP)** I would be interested in knowing how many days we could go if they did not have a delivery.

### **Meeting Minutes**

- **Motion (PB) seconded (JP) to approve the Regular Meeting Minutes from November 18, 2013. Unanimous, all in favor.**

### **Payroll Timesheets**

- **(JM)** We have had a policy in place since 2001 in regards to town employees providing a payroll time sheet with their payroll warrant. Most employees adhere to this policy however a few do not. A memo will be sent out to all employees stating that as of January 1, 2014 every employee needs to supply a timesheet.

### **Blind driveway signage for 39 Nanigian Rd**

- A blind driveway sign has been requested by the resident of 39 Nanigian Rd. DPW Superintendent Michael Putnam has already talked to this resident and agrees a sign would be beneficial in this area.
- **(JP)** Not only a sign but perhaps a convex mirror for the resident herself.
- **(CR)** The homeowner could put a mirror up on her own.
- **Motion (PB) seconded (JP) to place a blind driveway sign near the residents of 39 Nanigian Road. Unanimous, all in favor.**
- **(JM)** Send a letter to the resident letter her know our decision.

### **Town Administrators Update**

#### **FY14 Budgets**

- The ACO Purchase Services is low due to the maintenance required on his vehicle at the beginning of the fiscal year.
- The COA supplies account is depleted.

#### **Senior Residential Development**

- EA Fish has now completed the planting of the trees at 29 Holden Road as promised and the resident is pleased with the result.

#### **WRTA Paxton Shuttle**

- The Paxton Shuttle has been delayed by one week and will start officially on December 11<sup>th</sup>. This will give time for dry runs on December 4<sup>th</sup> and 6<sup>th</sup>.

- The schedule can be found at our website and paper copies will also be available at the Town Hall and the Marketplace.

### **Recreation**

- The Holiday Tree Lighting takes place this Friday December 6<sup>th</sup> at 5:30pm followed by a Holiday Supper and Movie (Rise of the Guardians). Come join the Paxton Center School choirs on the Common. There will also be a donation box set up for the Worcester County Food Bank.
- The DPW has set up skating rink at the center field and will arrange for filling in due course.

### **Surplus Equipment**

- The winning bid for the DPW Dodge was \$683.33. Once paid this will be deposited in the Capital Depreciation Fund.

### **Other Business**

- **(JM)** Recreation will have its annual tree lighting on Friday, December 6<sup>th</sup>.
- **(JM)** The Rotary Club donated turkeys again this year for Thanksgiving.
- **(CR)** Thank you to Rick and Anita Fenton for putting up the sign showing how the fund raising for the 250<sup>th</sup> Celebration is progressing.
- **(PB)** How is the financial team doing?
- **(CR)** We are meeting again on Thursday.

**There will be no meetings scheduled until after the holidays.**

**Adjourned Meeting at 8:45pm, 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

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Peter Bogren, Jr.  
Chairman

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John F. Malone  
Vice Chairman

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Julia N. Pingitore  
Clerk