



Town of Paxton
Board of Selectmen
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Regular Meeting Minutes

Monday, February 27, 2017

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

Members Present: Peter Bogren, Jr., Chairman
Julia N. Pingitore, Vice Chairman
John F. Malone, Clerk

Carol L. Riches, Town Administrator

Attendees: see Attendee List

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

Annual Town Audit

- Terenzio Volpicelli of Roselli, Clark and Associates presented the Annual Town Audit. Mr. Volpicelli reviewed the topics of the audit and management letter which are attached.
- **(PB)** How does OPEB (Other Post-Employment Benefits) effect the income statement for the water and light department?
- Mr. Volpicelli responded the OPEB affects the entire town. Starting in 2018 the funding calculation will change. The funding of this account is purely a management decision.
- Rich Fenton asked what the date 2040 represents.
- Mr. Volpicelli replied that is the required date by the state for the OPEB account to be fully funded.
- **(PB)** What do you feel the percentage of our Stabilization Account should be to our overall budget?
- Mr. Volpicelli replied that 15% is the optimal level.
- **(JM)** What percent should be in the Capital Depreciation account?
- Mr. Volpicelli replied that is really a management decision. In two more years you will have a good drop in your debt service.
- **(JP)** Inquired about the impermissible investments?
- Mr. Volpicelli stated that the town has two in its library accounts. These were gifted to the town.
- **(JP)** Are the firm's priorities for the town listed in order?
- Mr. Volpicelli stated that yes they are listed in order of their priority.
- Mark Love questioned the statement on page 6 of the audit in regards to the unaccounted amount for water. Has this been qualified?
- **(CR)** The Water Department is aware of this and they are looking into installing smart

meters over the next 2 to 3 years.

- Mark Love stated that would the new revenue realized from these new meters out way the cost of implementing them?
- **(CR)** Not all of the loss is from the meters. Some has to do with leaks in the lines. We are looking at possibly increasing the department size as well to better handle these items. On March 9th there will be a presentation from the company that we are looking to obtain the meters from.
- Mr. Volpicelli stated that this problem effects quit a few communities throughout the state.

Open Warrant for Annual Town Meeting on May 1, 2017

- **Motion (JM) seconded (JP) to approve the opening of the Warrant for the Annual Town Meeting on May 1, 2017. Unanimous, all in favor.**

Discontinue trash fee for 7 Elizabeth Lane

- **Motion (JM) seconded (JP) to approve the discontinuation of the trash fee for the property located at 7 Elizabeth Lane. Unanimous, all in favor.**

Discontinue trash fee for 306 Marshall Street

- Property has only recently been vacated. Review again in another 12 months if still vacant.
- **Motion (JM) seconded (JP) to disapprove the request. Unanimous, all in favor.**

Wachusett Lease Agreement

- **(CR)** They have agreed on a flat fee.
- **(PB)** Initially it was based on the size of the parking lot. Now they have agreed on a flat figure and Paxton is talking a little hit.
- **(JP)** Is the amount listed for every school?
- **(CR)** Yes.
- **(JP)** So each town received this amount per school?
- **(CR)** Yes, so Paxton is receiving \$22,833 plus an additional \$2,195 for the septic system.
- **(JP)** Have the other towns accepted this?
- **(CR)** Holden has but I am not sure about the other towns because the maintenance agreement was just received.
- **(JM)** For twenty years we have received nothing. We can hold out and go back and forth or we can say something is better than nothing and move forward. Get it off our plate and move forward.
- **(JP)** We won't get the money until we sign off on the lease.
- **(CR)** The previous agreement was 20 years old and it was the Town that accepted it.
- **(JP)** I think the district has made it clear that they will not make any changes.
- **Motion (JM) to sign the agreement, seconded (JP) for further discussion.**
- **(JP)** What would be the time frame if we were to send this back to the school for a change?
- **(CR)** It will take a while because it has to go through the school committee and right now they are working on the budget.
- **(JP)** So there will be a lag in time if we send it back.
- **Motion (JM) seconded (JP) to agree to sign the lease for the school. Unanimous, all in favor.**

Request to use Town roads for a race

- Donna Severson presented the Board with a plan to hold a bike ride / walk to benefit the charity Shatter proof. The race will start and end in Paxton and the course will run through several other towns as well. The event will be held on September 10, 2017.
- (CR) Contact the Recreation Department to see if there will be any conflict with the soccer program at that time in order to use the fields.
- **Motion (JM) seconded (JP) to approve the request for use of the Town roadways. Unanimous, all in favor.**

Meeting Minutes

- **Motion (JM) seconded (JP) to approve the Regular Meeting Minutes from February 6, 2017. Unanimous, all in favor.**

Town Administrators Update

- **Tax Information**

We are currently considering changing from semi-annual real estate tax billing to quarterly. This would provide a more evenly distributed level of revenue thought the year and assist taxpayers by billing smaller amounts.

This will require a Town Meeting vote and it is our intention to present at May 1, Annual Town Meeting.

Payment would be due August 1st, November 1st, February 1st and May 1st.

On another note the Tax Collector has introduced a form for any resident looking to obtain their prior years real estate and excise tax information. The form can be found on the Town's website and at the Town Hall.

- **Caucus**

The Town Clerk has made the following announcement:

“The Citizens Caucus will be held at the Paxton Center School Cafetorium on Wednesday, March 8, 2017 at 7:00pm. The purpose of the Caucus is to nominate candidates for the May 8, 2017 Annual Town Election. A quorum of 25 registered voters is required to conduct a Caucus. All registered voters in Paxton are invited to attend.

Those receiving the Caucus nomination will automatically have their name placed on the Annual Town Election ballot.”

“A person may also run for office by taking out individual nomination papers. 20 signatures of registered voters in Paxton are required to have your name placed on the ballot for the office that you seek. The nomination papers are available now and need to be returned to the Registrars at the Town Clerk's Office by 5pm on Monday, March 20, 2017.”

- **Water Department**

The Water Department is restructuring and in considering introducing smart meters. A presentation will take place on Thursday, March 9th at 7pm at the John Bauer Senior Center for anyone interested in learning about these meters.

- **Hazard Mitigation Plan**

I received notification that the Paxton Hazard Mitigation Plan has been accepted and meets the requirements of the Department of Homeland Security and FEMA. This plan needs updating every five years.

Correspondence

- **(PB)** A letter was sent to the Paxton Police Department in recognition of a job well done in running the Citizens Police Academy.

The next meeting is scheduled for Monday, March 13, 2017 at 7:00pm.

Adjourned Meeting at 8:07pm, Unanimous all in favor.

Documents from the Meeting filed in BOS office:

Meeting minutes

Agenda

Attendance list

Town Administrators update

Annual Audit Report

Respectfully submitted,

Donna Graf-Parsons
Administrative Assistant