



Town of Paxton  
Board of Selectmen  
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## Regular Meeting Minutes

**Tuesday, February 19, 2019**

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

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

Attendees: see Attendee List

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

### **Recognition of Police Officers**

- Chief Savasta presented a certificate of accommodation to Officer Santiago, Buzzell and Moisio for their exceptional response to an emergency call in December of 2018.
- Chairman Bogren also presented the officers with letters of appreciation from the Town as well.

### **Camp Pike Road Association**

- Mr. Howell, Mr. King and Ms. Corbin were present from the Camp Pike Association to request that the Town resume plowing the road. A letter was presented to the Board of Selectmen outlining the request (This letter is on file in the Selectmen's office).
- **(PB)** Since this is the first, we are hearing of this and being presented this letter we would like the opportunity to review it and talk to our DPW Superintendent and then have you back to further discuss this at our March 11, 2019 meeting.

### **Regional Agreement for Dispatch**

- **(PB)** I just want to make sure that if we don't get the grant that we're not locked into it. We added some wording to the agreement to cover that.
- Chief Conte commented that once the grant is awarded, we own the new equipment from that point on.
- **(JM)** Do we know what our fees will be?
- Chief Conte replied that it would be 1/3 of what the cost is right now.

#### **Appoint Scott Dziewietin to the Board of Registrars**

- **Motion (JM) seconded (JP) to accept the appointment of Scott Dziewietin to the Board of Registrars. Unanimous, all in favor.**

#### **Appoint Michael Oxford to the Conservation Commission**

- **Motion (JM) seconded (JP) to accept the appointment of Michael Oxford to the Conservation Commission. Unanimous, all in favor.**

#### **Resignation of Marianne Belanger from Capital Improvement**

- **Motion (JM) seconded (JP) to accept, with regret, the resignation of Marianne Belanger from the Capital Improvement Committee. Unanimous, all in favor.**

#### **Appoint Kateri Clute to the Capital Improvement Committee**

- **Motion (JM) seconded (JP) to accept the appointment of Kateri Clute to the Capital Improvement Committee. Unanimous, all in favor.**

#### **Vote to call Town Caucus**

- **Motion (JM) seconded (JP) to call a Town Caucus for March 12, 2019. Unanimous, all in favor.**

#### **Sign letter of support for Wachusett Greenways**

- **Motion (JM) seconded (JP) to approve the signing of the letter of support for Wachusett Greenways. Unanimous, all in favor.**

#### **Meeting Minutes**

- **Motion (JM) seconded (JP) to approve the Regular Meeting Minutes from January 22, 2019. Unanimous, all in favor.**

#### **Town Administrators Update**

- **FY19 Budget Update**

At this time for the most part the budget is doing okay with the exception of Town Hall personnel compensation that I have previously mentioned and the MIS budget. We will be looking for a reserve transfer to finish out the year.

- **Town Hall**

As you are aware, we have had several changes in personnel at the Town Hall in the past two months and everyone has put in 100% to learn their new roles and assist each other. In an effort to accommodate everyone's schedule I am looking for permission to close the Town Hall on Fridays for the months of July and August. I do not see that there will be an effect on service and there will be no reduction in employee hours. I am merely looking to avoid low or no staff numbers on Fridays.

- **Municipal Assistant**

With the Boards backing I am looking to create a new position of municipal assistant. It has been on my radar for quite awhile that we are unable to fill and keep people in part-time clerical positions. I would be looking to have the employee cover several part-time jobs to make a full-time position. With your agreement I will create a job description and put into effect FY20.

- **Municipal Vulnerability Preparedness Grant Program**

I have submitted a grant to the Executive Office of Energy and Environmental Affairs to prepare a report on the effects of climate change on the Paxton community. If awarded I will be looking to lead a MVP team to conduct workshops and engage participation from Town employees, officials and the public. Towns that complete this report are designated “MVP Communities” which leads to increased standing for other state grant programs.

- **Paxton Days**

Paxton Days will be June 8<sup>th</sup> during the hours of 10am and 2pm on the Common. As in the past we will have vendors, food, music and fun activities for children.

- **Paxton Lions**

The Paxton Lions have requested the use of the Common on Saturday, May 4<sup>th</sup> for the annual yard sale. They are also requesting permission to put up signs advertising the event on all entrance to Town two weeks prior to the event.

- **Motion (JM) seconded (JP) to approve the Lions request for the use of the Town Common and to put up signage for the Town Wide Yard sale on May 4, 2019. Unanimous, all in favor.**

**Motion (JM) seconded (JP) to leave the regular meeting and entered into Executive Session at 7:45pm and we will return to the regular meeting for the purpose of adjourning. Unanimous, all in favor.**

**Returned to Regular Session at 8:05pm**

**Adjourned Meeting at 8:05pm, Unanimous all in favor.**

The next meeting is scheduled for Monday, February 25, 2019 at 7:00pm.

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

Meeting minutes

Town Administrators report

Agenda

Attendance list

Report from Camp Pike

Respectfully submitted,

Donna Graf-Parsons  
Executive Assistant