



Town of Paxton  
Board of Selectmen  
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## Regular Meeting Minutes

**Monday, March 25, 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

Town Administrator: Carol L. Riches, Town Administrator

Attendees: see Attendee List

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

### Audit Review

- Terenzo Volpicelli from Roselli and Clark was present to go over the results of their annual audit. Management letter and full audit report was provided and is available in the Board of Selectmen's office for review.
- Mr. Volpicelli expressed that there were no real issues with the audit. The Town is in very good standings. No disagreements were present. No other audit reviews were requested. The Town has updated its internal IT. With that the security level should be rechecked. The Town may want to check with the banks to see if there are any new options for financial savings available.
- **(PB)** I've heard about three quarters of the Commonwealth are contributing to OPEB.
- Mr. Volpicelli replied that's a close estimate.
- **(PB)** We did put some funds into our OPEB account last fall and now our Finance Committee is requesting it be taken back out.
- Mr. Volpicelli replied that he has never seen anyone take it back out again.
- **(PB)** Is it wise to put into the OPEB account or is not necessary?
- Mr. Volpicelli remarked that it depends on what the Towns policy on saving is. If you want to save for the future.
- Donna Couture, Town Treasurer, asked if it helps the Towns financial statement if you do have money in the OPEB account.
- Mr. Volpicelli replied that a credit rating will look at that as a positive.
- Mr. Love, Finance Committee member, remarked that there is no state mandate and you shouldn't fund OPEB if the Town is not financially stable. Funding OPEB is a nice option but we have other areas of the Town that could use these funds. There is a one-time statue that the OPEB can be used towards health insurance. Moody's currently stated that OPEB would not have a positive or negative effect on Town finances.

- **(PB)** We'll need to clarify as to whether or not funding the OPEB account effects the Town financially.

### **Proposed New Building for DPW**

- Jeff Alberti was present to discuss the process of working towards building a new facility for the Department of Public Works. Mr. Alberti went through a presentation (which is available in the Board of Selectmen's office).
  - Public Works Responsibilities.
  - Why do we need a new facility?
  - Summary of 2017 Proposed Facility.
  - Summary of 2019 Cost Control Options.
  - Next Steps.
- **(JM)** Is there a contingency plan for the future?
- Mr. Alberti replied that we build a one to one replacement. We build a small amount of expansion with 1 or 2 spots to be added and there is the use of a circulation isle as well.
- **(JM)** Do we plan for new technology?
- Mr. Alberti replied that we design the building so there is area for reshifting for future needs.
- **(JM)** What is the time frame for this project?
- Mr. Alberti stated that about 2 years from start to finish.
- **(JM)** What are we doing to protect the water bodies nearby?
- Mr. Alberti stated that everything will be inside so there is not outside drainage.
- Mike Putnam, DPW Superintendent, stated that the present septic system is failing, and all the vehicles are currently cleaned outside which is illegal.
- **(JP)** Do you foresee any road blocks with working on a property that has been used for so long that the soil could be contaminated?
- Mr. Alberti replied that usually is can be removed easily if needed.
- **(JP)** What would the financial impact be?
- Mr. Alberti replied anywhere from \$25,000 to \$150,000.
- **(PB)** Does the total cost of the project include the removal of the existing buildings?
- Mr. Alberti stated, yes.
- **(JM)** Is there any other potential site in Town that the facility could be built on?
- Mr. Putnam replied that there are no other sites that don't have environmental issues.

### **Follow up to previous discussion on additional light on the Town Common**

- **(CR)** The Paxton Light Department will install a new light near the parking lot of the Congregational Church. There will be no cost to install the light and the monthly electric fee will be \$6.15. We are currently talking to an engineer about any other changes that might occur in that area.
- **Motion (JM) seconded (JP) to approve the installation of the light and increase the electric bill to run the light. Unanimous, all in favor.**

### **Use of Excess & Deficiency for Turf Field at High School**

- **(PB)** Wachusett will be using Excess & Deficiency to pay for the turf field. No additional funds will be needed. No further action needs to be taken.

### **Review warrant articles for the FY19 Annual Town Meeting**

- **Article 1.**  
Water Department  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #1. All in favor.**
- **Article 2.**  
OPEB Account  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #2. All in favor.**
- **Article 3.**  
OPEB Account  
**Motion (JP) seconded (JM) to accept the article as written. For discussion.**  
(JM) I don't want to take out something that we just put in.  
(PB) Finance Committee had a majority vote to take it out and use it for other expenses.  
I think we should allow it to go before the Town.  
**Motion (JP) seconded (JM) to accept this as article #3. All in favor.**
- **Article 4.**  
Stabilization  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JM) seconded (PB) to accept this as article #4. All in favor.**
- **Article 5.**  
Capital Depreciation  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #5. All in favor.**
- **Article 6.**  
Chapter 90  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #6. All in favor.**
- **Article 7.**  
Revolving Accounts  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #7. All in favor.**
- **Article 8.**  
Appropriate funds for Road improvement  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #8. All in favor.**
- **Article 9.**  
Use funds from the Road Improvement  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #9. All in favor.**

- **Article 10.**  
Ambulance  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #10. All in favor.**
- **Article 11.**  
DPW Facility  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #11. All in favor.**
- **Article 12.**  
DPW roof  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #12. All in favor.**
- **Article 13.**  
COA Boiler  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #12. All in favor.**
- **Article 14.**  
Ladder #1  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #14. All in favor.**
- **Article 15.**  
Police Cruisers  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #15. All in favor.**
- **Article 16.**  
Water Main  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #16. All in favor.**
- **Article 17.**  
Capital Equipment and Building Needs Assessment.  
**Motion (PB) seconded (JM) to accept the article as written. For discussion.**
- **(PB)** The Capital Improvement Committee feels that they are not experts in the area of assessing the needs of the Town Departments. This would allow an independent company to come in and do an audit to see what the Town needs for Capital requests. This would allow us to put together a capital plan for future needs.
- Jeffrey Kent, Capital Improvement Committee Chairman, state that the committee felt it would be beneficial to have an audit to provide this information. This would give us six to seven years of a Capital Plan. This would take out the personal opinions towards prioritizing projects. This audit when complete would be presented to the Board of Selectmen and then presented to the Town so we can decide how to move forward.

- **(JM)** We have Department Heads in place that we rely on to guide us on what is needed.
- **(PB)** Yes, we trust our managers, but we need to be able to decide which departments request is most needed.
- **(JP)** Can the audit company make these priorities in that they will tell us which department requests are the most important?
- Mr. Kent replied that they will look at operations and equipment. They will not prioritize one department over another.
- **(JM)** Bottom line is that it all comes down to what the Town can afford.  
**Motion (JP) seconded (JM) to accept this as article #17. All in favor.**
  
- **Article 18.**  
Citizens Petition  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #18. All in favor.**
  
- **Article 19.**  
Stormwater Bylaw  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #19. All in favor.**
  
- **Article 20.**  
Marijuana Bylaw  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #20. All in favor.**
  
- **Article 21**  
Wachusett Greenways  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #21. All in favor.**
  
- **Article 22**  
Water Tank  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #22. All in favor.**
  
- **Article 23**  
Town Budget  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #23. All in favor.**
  
- **Article 24**  
Wachusett School Budget  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**  
**Motion (JP) seconded (JM) to accept this as article #24. All in favor.**
  
- **Article 25**  
Bay Path School Budget  
**Motion (JP) seconded (JM) to accept the article as written. All in favor.**

**Motion (JP) seconded (JM) to accept this as article #25. All in favor.**

- **Article 26**

Out of District Student

**Motion (JP) seconded (JM) to accept the article as written. All in favor.**

**Motion (JP) seconded (JM) to accept this as article #26. All in favor.**

- **Motion (JM) seconded (PB) to approve the closing of the warrant for the Annual Town Meeting to be held on Monday, May 6, 2019. Unanimous, all in favor.**

### **Ballot Questions**

- The following item will need to be placed as questions on the ballot for the Annual Town Election.
  - Ladder Truck – debt excluded
- **Motion (JP) seconded (JM) to approve the placement of the Ladder Truck as a question for the ballot for the Annual Town Election on Monday, May 13, 2019. Unanimous, all in favor.**

### **Meeting Minutes**

- **Motion (JM) seconded (JP) to approve the Regular Meeting Minutes from March 11, 2019. Correction to page 3 under Camp Pike. Correct the word “due able: to “doable”.**

### **Town Administrators Update**

#### **Holden Road Update**

The Holden Road Reclamation and Reconstruction Project will start on April 1, 2019. Residents will start to notice activity in the form of:

- Surveying
- Signs
- Utility Markers
- Erosion Control

During construction the road will be down to one lane traffic and residents are requested to take alternative routes where possible.

This is a state project, but we will try to keep residents informed by updating the Town’s website with any news. I have sent a letter to all Holden Road and Bel Arbor residents providing this information.

### **Meals on Wheels**

I will be taking part in the 2019 March for Meals by delivering meals with Elder Services of Worcester on Wednesday, March 26<sup>th</sup>.

The annual March for Meals commemorates the historic day in March 1972 when President Nixon signed into law a measure that amended the Older Americans Act of 1965 and established a national nutrition program for seniors 60 years and older.

**Dog Licenses**

Residents can now pay their dog licenses online at [www.townofpaxton.net](http://www.townofpaxton.net). A reminder to residents that a late fee will be implemented after March 31<sup>st</sup>.

**Central Mass Regional IT**

Paxton hosted the second Regional IT meeting. Jorge Pazos, Municipal and School IT Manager provided information regarding IT grants available and attendees had a chance to discuss IT issues that were facing their community. It was a very worthwhile meeting and our IT person was able to join me at the meeting and provide good input.

**Adjourned Meeting at 8:53pm, Unanimous all in favor.**

The next meeting is scheduled for Monday, April 8, 2019 at 7:00pm.

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

Meeting minutes

Agenda

Attendance list

Town Administrators Update

Annual Audit

Report on DPW facility

Respectfully submitted,

Donna Graf-Parsons  
Executive Assistant