



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

Monday, April 8, 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.

Suomi Street

- Mr. Barris from 90 Suomi Street was present with other resident to express their concern over the speed at which vehicle travel down their road. Mr. Barris stated that the current 30 mph speed limit for Suomi Street was outdated and the Town should consider reducing it to 20 mph. Other considerations would be to place speed bumps in the road and limit commercial vehicle from traveling down the road. Mr. Barris also proposed that additional signage or mounted digital read out with the speed would be beneficial as well.
- **(PB)** First we need to check on what speeds can be posted. The speeds bumps would be an issue because it would pose a hazard to our snow plows.
- Chief Savasta state that you need to petition the state in order to have a speed limit changed. Suomi St is a narrow street. We did monitor the traffic on Suomi Street and the Chief provided a handout with those results (the handout is available in the Board of Selectmen's office). A speed sign has also been purchased for Suomi Street and it will be put up tomorrow so we can obtain more data for the state.
- Mr. Barris questions if the cruiser was marker.
- Chief Savasta replied that there were both marked and unmarked vehicles that were used. We have no problem saturating the road with radar and trying to help a neighborhood.
- **(PB)** A lot of our roads are heavily used and are older roads that aren't wide enough. The resources to fix this just isn't there.
- Mr. Barris stated that when he canvassed the neighborhood everyone agreed that the speed is an issue.
- **(PB)** We will look at our date and make sure that whatever action we take is correct. We will revisit this at a later meeting when we have all the information in.
- Michael Putnam, DPW Superintendent, stated that Suomi Street is an old narrow country

road. There are a lot of trees, rocks and ledge along the side of the road. With the Boards okay I can add some additional speed signs and caution children signs.

- **Motion (JP) seconded (JM) to approve the placement of additional speed and children signs on Suomi St. Unanimous, all in favor.**

Lease for 10 West Market

- Darlene Walsh was present and requested that the lease on 10 West be extended. The Select Board agreed to extend the lease for an additional three years.
- **Motion (JM) seconded (JP) to approve another three years on the lease for the business at 10 West St know as 10 West Market. Unanimous, all in favor.**

Collins Center

- Sarah Concannon was present from the Collins Center to explain the process of putting together a Capital Plan for Paxton. Our group is made up of a group of consultants and retired municipal employee. We have done 25 to 40 plans for various towns in Massachusetts. The Town applied for a grant and received \$25,000. Your Town Administrator contacted us, and we drew up a proposal to fit within the \$25,000 scope.
 - We will have 3 to 4 people come in.
 - The process will take 6 to 9 months to complete.
 - We will talk to the Department Heads and solicit project requests.
 - Develop a scoring method.
 - Provide a list of priority projects.
 - Develop a Capital Investment Strategy.
 - Put together a five-year plan.
 - Assist with grant opportunities.
 - Provide extra support on the facilities.
 - Develop a plan for vehicle replacement.
- **(CR)** We are looking to start in May so that we will be able to finish up just as our Capital Improvement Committee will start working on project requests for the upcoming fiscal year.
- **(JP)** Do you do more than a five-year plan?
- Sarah Concannon replied that they could although it is not the standard.
- **(JP)** After five years how accurate is the plan?
- Ms. Concannon replied there will be a guide which will give you the term of the useful life of certain facilities and vehicles.
- Jeff Kent, Capital Improvement Committee, Chairman, stated that he had reviewed the proposal and felt that it would provide the Capital Improvement Committee with a good tool to work from. Mr. Kent inquired as to whether the Collins Group will also look at the functionality of each item that is used?
- Ms. Concannon replied that yes, they will have a conversation with the Department Heads on how they operate, and we also have a vehicle replacement tool that will do that as well.
- Mr. Kent questioned if the would look at the manual and forms that the Town currently uses and make any recommendations for change?
- Ms. Concannon replied that the forms should be very similar but follow our plan afterwards.

- Mr. Kent asked if they provided best business practices?
- Ms. Concannon replied that we do have best practices on the process. We also provide a discussion as well on any different procedures that you can look at.
- **(JM)** How do you deal with unfunded mandates?
- Ms. Concannon replied we will develop a Capital investment strategy and flag projects that area mandated by the state. Look to see if there are grants available.
- **(PB)** How do you factor the cost of money?
- Ms. Concannon stated that we look at your estimated debt service and on an annual basis we review the investment numbers.
- **Motion (JM) seconded (JP) to approve moving forward with the Collins Group to do a Capital Equipment and Building Needs Assessment for the Town. Unanimous, all in favor.**

April license renewals

- **Motion (JM) seconded (JP) to approve the April licenses as follows. Unanimous, all in favor.**

Weekday Soft Drinks

Paxton Marketplace Inc.

Paxton Sports Center Inc.

Theo's

JLC Donuts Inc. d/b/a Dunkin Donuts

Fruit and Vegetable

Howe's Nursery Stand

Jam/Syrup/Bread/Candy/Seeds/Honey

Howe's Nursery Stand

Nursery Stock & Florist

Howe's Nursery Stand

Pleasant View Nursery

Robinson's Greenhouses

Appoint Jeremy Richards to the Board of Registrars

- **Motion (JM) seconded (JP) to appoint Jeremy Richards to the Boar of Registrars for a three-year term ending March 31, 2022. Unanimous, all in favor.**

Make recommendations for warrant articles for the Annual Town Meeting

- **Article 1.**
Water Department
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 2.**
OPEB Account
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.

- **Article 3.**
OPEB Account
Motion (JM) seconded (JP) to recommend disapproval of the article. All in favor.
(JP) The disapproval recommendation is based on the recommendation of the auditors and the letter from Moody's.
- **Article 4.**
Stabilization
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 5.**
Capital Depreciation
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 6.**
Chapter 90
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 7.**
Revolving Accounts
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 8.**
Appropriate funds for Road improvement
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 9.**
Use funds from the Road Improvement
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 10.**
Ambulance
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 11.**
DPW Facility
Motion (JM) seconded (JP) to recommend approval of the article by raise and appropriate. All in favor.
- **Article 12.**
DPW roof
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
(CR) We can pass over this if article 11 passes.
- **Article 13.**
COA Boiler
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.

- **Article 14.**

Ladder #1

Motion (JM) seconded (PB) to recommend disapproval for discussion.

(JM) I feel that this was a short amount of time to bring forward something with such a large expense to it.

(PB) 1 year ago we thought we could refurbish it and now we find out we can't because the cost to repair it too much.

(JM) This should be something that should go on the Capital Plan that we just discussed.

(JP) I understand what Selectmen Malone is saying about the Capital Study, but the current truck is out of service that this will be replacing.

(JM) We still have the ladder truck and we can use mutual aid.

(JP) I think it is dangerous to rely on mutual aid. That could cause loss of life or property.

(CR) I also agree with Jack, but I agree with Julia that we have know about the issues since it was taken off the road. We need to keep our residents safe. Chief Conte and Assistant Chief Pingitore did come forward to the Board of Selectmen and express there needs prior to going to the Capital Improvement Committee.

(PB) The ambulance is paid in large by the Holden Hospital fund. I did go look at the truck. It is the first truck that goes out at every call. Capital Improvement has approved it. It also must pass at the ballot. I withdraw my second for disapproval.

(JM) Can we reduced the cost by using some other funds?

(CR) We don't have anything available currently. Chief Conte may come in with a lesser rate.

(PB) DO we know how this will impact the tax rate?

(CR) We will have that available for the Town Meeting.

(JM) I will withdraw my vote for disapproval and hold off on making a recommendation until the Town Meeting.

Motion (JM) seconded (JP) to make a recommendation at Town Meeting. All in favor.

- **Article 15.**

Police Cruisers

Motion (JM) seconded (JP) to recommend approval of the article. All in favor.

- **Article 16.**

Water Main

Motion (JM) seconded (JP) to make a recommendation at Town Meeting. All in favor.

- **Article 17.**

Capital Equipment and Building Needs Assessment.

Motion (JM) seconded (JP) to recommend disapproval of the article. All in favor.

- **Article 18.**

Citizens Petition

Motion (JM) seconded (JP) to recommend disapproval of the article. All in favor.

- **Article 19.**
Stormwater Bylaw
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 20.**
Marijuana Bylaw
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 21**
Wachusett Greenways
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 22**
Water Tank
Motion (JM) seconded (JP) to make a recommendation at Town Meeting. All in favor.
- **Article 23**
Town Budget
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 24**
Wachusett School Budget
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 25**
Bay Path School Budget
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.
- **Article 26**
Out of District Student
Motion (JM) seconded (JP) to recommend approval of the article. All in favor.

Meeting Minutes

- **Motion (JM) seconded (JP) to approve the Regular Meeting Minutes from March 25, 2019. Unanimous, all in favor.**

Town Administrators Update

- **Meal Tax**
We received the third quarter meal tax of \$3,726 for the months of December through February. This brings our total for the year to date to \$9,594.
- **Wage & Compensation Plan**
I submitted and received a grant under the Community Compact to perform a Wage Study and Classification Study for Town Employees. The Edward Collins Group will conduct the study which will result in a comprehensive wage and classification plan.

- **Election Workers**

The Town Clerk is seeking election workers for the May 16, 2019 Annual Town Meeting. Anyone interested can contact the Town Clerk directly.

- **Real Estate Taxes**

Just a reminder that real estate taxes are due by May 1, 2019.

Correspondence

- **(PB)** Charter has introduced a new fitness channel. I also received an email concerning the increased cost of fire permits. The current cost is now \$25.00 but that covers the entire season. It used to be \$10.00 but that was for only three burns.
- **(JP)** Just to let you know that our trash hauler, Pellegrino, is losing money on the recycling for the Town due to the increasing cost of recycling plastic. This will be brought forward to the Board at a future time.

Adjourned Meeting at 8:45pm, Unanimous all in favor.

The next meeting is scheduled for Monday, April 22, 2019 at 7:00pm.

Documents from the Meeting filed in BOS office:

Meeting minutes

Agenda

Attendance list

Town Administrators Update

Suomi St traffic evaluation

Respectfully submitted,

Donna Graf-Parsons

Executive Assistant