

Town of Paxton
Board of Selectmen
Meeting Minutes
Monday, October 30, 2006

Members Present: Michael Quinlivan, Chairman, John F. Malone, Vice Chair,
Frederick G. Goodrich, Clerk

Charles Blanchard, Town Administrator

Attendees: See Attendee Sheet

The meeting was called to order at 7:05pm.

Meeting Minutes

- **Motion** (FG) seconded (JM) to approve the Regular Meeting Minutes of October 16, 2006. Unanimous.

False Alarm Appeal – 74 Richards Ave

- Put on next meetings agenda, to give the resident a chance to be present.

Trash Abatement Request – 6 Sherbrook Drive

- Request for an abatement as property has been vacant since April 2006.
- BOS asked that a list of all abatements be supplied for next meeting to ensure that the BOS were being consistent with abatements.

Town Administrators Update

DLS Management Study Discussion

- Discuss later in the meeting

AMR

- AMR requesting a letter of support for their application renewal for Paramedic/Basic level waiver, signed by Board of Selectmen, Chair.
- **Motion** (JM) seconded (FG) to have Chairman sign letter dated October 30, 2006. Unanimous.

313 Richards Avenue

- Jim Cosgrove of Cosgrove and Blatt has been engaged as special counsel to deal with potential litigation on zoning issues pertaining to 313 Richards Ave.

ABCC – Question 1 on November 7, 2006 Ballot

- Chairman of Alcoholic Control Commission has issued a statement opposing the passage of Question 1.
- BOS agreed not to take a position on this Question.

United Way

- Letter sent out with paychecks last week to give employees an opportunity to support the 2007 United Way Campaign.

Employee Handbook

- PAB has completed the review of the updates to the Town's Employee Handbook. Copies made available to BOS for acceptance prior to issuing to employees.
- PAB asked that the Maternity/Paternity benefit beyond what is mandated by Massachusetts Maternity Leave Act and Family Medical leave Act should be evaluated and requested that a survey be conducted.

Gasoline Bids

- One bid received from Bill's Garage of Rutland giving .04c per gallon discount off pump price.

- **Motion** (FG) seconded (JM) to accept the bid. Unanimous.

Regional DPW Heads Meeting

- Regional meeting of DPW heads took place on October 26th, next meeting is December 7th.

Master Planning

- Over 500 Master Plan surveys returned to date.

Lockdown

- The Paxton Police Department recently conducted a “lockdown” at Paxton Center School to rehearse the response to an armed intruder emergency.

DPW New Appointment

- DPW Superintendents recommendation to appoint Phil McPherson as new Heavy Equipment Operator.
- **Motion** (JM) seconded (FG) to accept the recommendation and hire Phil McPherson at a starting rate of \$12.71 per hour, subject standard probationary period and physical examination. Unanimous.

Cemetery Commission Appointment

- Two letters of interest received from Chris Stone and Larry Hammerberg.
- Larry Hammerberg advised at short notice that he was unable to attend the meeting.
- This is to be a joint appointment between the BOS and Cemetery Commission.
- Chris Stone spoke on his own behalf to say that he was part of the Commission that met regularly on a monthly basis and that he still attends their meetings.
- Melinda Johnson, read from an extract written by (CB) that appeared in the Landmark and stated that the primary charge of the commission is to oversee the operation of the Mooreland Cemetery not the Center Cemetery.
- **Motion** (FG) to appoint Chris Stone to the Cemetery Commission. (JM) seconded for sake of discussion only.
- Chris Stone stated that Larry Hammerberg purchased lots in the expanded part of the Mooreland Cemetery, before they were available for sale.
- This was later clarified that there was a map, and that it was only after the map was displayed on the wall at the Town Hall, did Mr. Hammerberg purchase these lots.
- Henry Stidsten asked whether lots were available to be purchased in the new cemetery.
- Carol Riches responded that there is no longer a map at Town Hall for this area; Chris Stone removed it.
- Chris Stone stated that it was not accepted by the new Cemetery Commission and was in their files.
- Melinda Johnson asked that the appointment be postponed to the next meeting to allow Mr. Hammerberg to be present.
- After more discussion (MQ) asked for a vote for the appointment of Chris Stone.
- (FG) and Lois Melican voted in favor (JM), (MQ) and Melinda Johnson against.
- **Motion** (MQ) seconded (JM) to take up Melinda Johnson’s point and wait until the next meeting. (FG) no.

DLS Report Discussion

- BOS and (CB) reviewed the recommendations from DLS Financial Management Review.

Bylaws

- (CB) gave the BOS various formats for their review, they can decide what format to choose for Paxton's bylaws and how this will be accomplished.

Budget

- Discussed the modifications needed to allow more movement within departmental budgets, which will be reviewed within the FY08 budget process.

Financial Team

- Discussed establishing the Financial Team again, and meeting regularly to provide up to date figures for revenue and cash flow.
- **Motion** (JM) seconded (MQ) to establish Financial Team. (JM) withdrew motion.
- BOS made motions:
- Overall Financial Management & Budgeting (1. 2. & 3.) - **Motion** (JM) seconded (FG) establish a Financial Team. Unanimous.
- Information Technology (4. & 5.) – **Motion** (JM) seconded (FG) okay - ongoing. Unanimous.
- Accountants Office (6. 7. 8. & 9.) - **Motion** (JM) seconded (FG) okay – Expand Central Purchasing, GASB 45 next Town Meeting, if possible. Unanimous.
- Assessing Office and Treasurer/Collector's Office– (10. & 11. 12. 13. & 14.) – **Motion** (FG) seconded (JM) various departments to resolve with participation from (CB). Provide training. Unanimous.

Other Business

- Feasibility Study – Public Safety Building – better plan put forward, layout should be complete within 2-3 weeks.
- Town Hall Assessment (FG) to meet with engineer to go over structure etc.
- Water Board has given okay to Police Chief and Fire Chief to go ahead with the antenna on the Water Tower, have asked that they inform public.
- Feasibility Study – AMC meeting this Wednesday, with Gene Raymond - RDA.
- (CB) reminded everyone that Question 4. on the November 7th ballot would be a vote for the acceptance of the Community Preservation Act.

Public Session

- No Questions

Motion (JM) and seconded (FG) to adjourn meeting at 9:00pm. Unanimous.

Respectfully submitted by

Carol L. Riches, Administrative Assistant
Paxton Board of Selectmen