

# **Town of Paxton Board of Selectmen**

## **Regular Meeting Minutes**

**Monday, July 9, 2007**

Members Present: John F. Malone, Chair ,  
Fred Goodrich , Vice Chair  
Michael T. Quinlivan, Clerk (absent)

Charles Blanchard, Town Administrator

Attendees: See attendee list

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

### **Meeting Minutes**

- **Motion** (FG) seconded (JM) to accept Regular Meeting Minutes of June 18, 2007. Unanimous.
- **Motion** (FG) seconded (JM) to accept Executive Meeting Minutes of June 18, 2007. Unanimous.

### **Public Safety Complex Update**

- (CB) reported that the RFP would be advertised July 11 in the Central Register and Newspaper and be opened on August 1, 2007.
- Rienhardt will meet with Conservation Commission on August 9<sup>th</sup> to review preliminary wetland plans.

### **John Bauer Senior Center Renovation**

- George Heeley, Council on Aging Director, presented a list of improvements that he would like to see take place to the building.
- (FG) suggested removing storm windows, (CB) will look into the cost of replacing the windows.
- Ramp and railing are to be repaired by Bay Path students in the fall.
- George Heeley suggested better lighting in the Hallway.
- Gerry Ryan would like to see something done with the pillars. COA are prepared to power wash the outside if there is an outside faucet and electric socket outside.
- (CB) to contact Electrician and Plumber.

- (JM) asked that the Garden Club and DPW be contacted to see if something could be done with the landscaping.

#### **Council on Aging Associate Members**

- Gerry Ryan handed the BOS an article from the May 5, 1975 ATM, which established the COA as a board and outlined bylaws of the make up of the board and unlimited associate members.
- **Motion** (JM) seconded (FG) to table until the next meeting in order to establish whether this is in fact a COA bylaw or a Town bylaw. Unanimous

#### **Management Letter – Town Accountant – Marilyn Mathieu**

- (MM) stated that the FY06 books closed in relatively good shape considering the transitions during the year. Current chart of account does not fully conform to UMASS and (MM) will make this a priority for FY09, does not affect the integrity of the accounts.
- (MM) Receivables and cash balanced to May 2007, Treasurer has done a wonderful job with this. Need to work more on tracking receipts.
- Statement of Auditing Standards on Fraud -SAS99. Auditor will meet with BOS in the fall to discuss this.
- Purchase orders needs tightening up on and (MM) intends to look into purchase order control FY08.
- (MM) Petty cash rules have been implemented need to redefine.
- GASB34 – (MM) will take care of the items Bill Fraher mentioned.
- GASB40 (MM) thinks Town is conservative, and should continue to do this.
- GASB 45 – discussed work being done with ACOPED software.
- (FG) told (MM) that he more comfortable with the work she is doing and the progress she is making (JM) agreed.

#### **Conservation Commission Appointment**

- **Motion** FG) seconded (JM) to appoint James Robert as a member of the Conservation Commission and Holly Robert as an Associate member. Unanimous.

#### **Town Hall Renovation Committee**

- Table until next BOS meeting

#### **Sign Request – Suomi Street**

- Table until next BOS meeting

### **Street Light Request – 6 Pond Street**

- Report from Sergeant Lang, does not point to a need for a street light in this area. The street is not traveled enough to justify a light, no reports of accidents.
- **Motion** (JM) seconded (FG) to deny the request. Unanimous.

### **Trash Fee Waive Request**

- Request to waive the trash fee for 31 Forestdale Road, as owner being deployed to Iraq for a year.
- **Motion** (JM) seconded (FG) to waive the fee. Unanimous.

### **Town Administrators Update**

#### **Section 125 Health Insurance Plan**

- Although we have no employees who would be subject to the 64 hours a month clause in the Commonwealth Health Insurance Connector Act, our Town's Section 125 Plan needs updating. Mirick O'Connell will update and prepare a Section 125 Plan that will comply with the new Health Care Reform Act.

#### **Senior Municipal Service Program**

- A request by Kay Sears to participate in the Senior Municipal Service Plan. Kay has experience serving as TSC.
- **Motion** (JM) seconded (FG) to allow Kay Sears to participate in the Senior Municipal Service Plan.
- **Motion** amended (FG) seconded (JM) to have (CB) supervise Kay Sears. Unanimous

#### **Friends of Richards Memorial Library Signs Request**

- Request to place three Book Fair signs in Town two weeks before event on October 12<sup>th</sup> and 13<sup>th</sup>.
- **Motion** (FG) seconded (JM) to approve signs for the Book Fair. Unanimous.

#### **Lot 32 Howard Street**

- **Motion** (FG) seconded (JM) to sign agreement. Unanimous.

#### **DPW Road Material Bids**

- **Motion** (JM) seconded (FG) to accept Mass Broken Stone to supply the Town with Bituminous Concrete for FY08. Unanimous.
- **Motion** (JM) seconded (FG) to accept Bond Construction to supply the Town with Sand Stone and Gravel for FY08. Unanimous.
- **Motion** (JM) seconded (FG) to accept Dan Amorello Services to supply the Town with

Asphalt Cold Planing for FY08. Unanimous.

- **Motion** (JM) seconded (FG) to accept Murray Paving to supply the Town with Full Dept Reclamation for FY08. Unanimous.

#### **Dispatch Center Appointment**

- **Motion** (FG) seconded (JM) to accept the appointment of Richard Fairbanks as full-time Dispatcher. Unanimous.

#### **580 Pleasant Street**

- The BOS must declare that the advertising in accordance with Section 16 of Chapter 30B for the property at 580 Pleasant Street will not benefit the Town

**Motion** (JM) I move that:

Relative to the proposed acquisition of real property known as and located at **580 Pleasant Street, Paxton, MA, Assessor's Parcel Number Map 19 Lots 159,159A and 159B** (the "Property"), the Board determined that advertising in accordance with the requirements of Section 16 of Chapter 30B of the general laws will not benefit the Town's interest because of the following unique qualities and location of the Property:

The Property is located adjacent to the current site of the Fire Department and the Paxton Light Department, and therefore, the Property presents a unique opportunity to acquire land that combined with the Town's property will allow construction of a new Public Safety Complex and expansion by the Paxton Light Department as well as adequate land area for the location of any accessory use that the Town may deem necessary.

seconded (FG).Unanimous.

#### **Fire Department**

- The Fire Chief has finalized the amounts needed from the Reserve Fund to cover the additional fire and emergency responses as \$4,456.27 for the First Responders account and \$7,137.13 for the Fire Department account.

#### **Amended Rienhardt Contract**

- The amendment to the contract with the architect to cover their services through the design and construction of the new Public Safety Complex has been reviewed by Town Counsel and signed by Reinhardt Associates.
- **Motion** (JM) seconded (FG) to sign the Amendment No. 1 to the AIA Document B141-1997 dated June 20, 2007.tcontract. Unanimous.

#### **Owner's Project Managers RFP**

- The Owners Project Managers RFP was approved by the Public Safety Complex Committee and will be advertised and appear in the Central Register on July 11, 2007.

**Public Safety Complex Loan Application**

- Pre-application for the Rural Development Public Safety Complex loan will be hand delivered to Diane King on July 11, 2007.
- Next scheduled meetings of the Board of Selectmen are July 16<sup>th</sup> and 23<sup>rd</sup> with PHP.

**Other Business****CMRPC – Master Plan**

- **Motion** (FG) seconded (JM) to sign the agreement fro CMRPC to work with the Town of completing Phase II of the plan. Unanimous.

**Abandoned Towers**

- (JM) would like to look into fund for abandoned towers to be taken down.

**Motion** (JM) seconded (FG) to adjourn Meeting at 9:15pm. Unanimous.

Respectfully submitted,

Carol L. Riches  
Administrative Assistant