

TOWN ADMINISTRATOR UPDATE

Heather M. Munroe, Town Administrator

May 22, 2023

BOARD/COMMITTEE OPENINGS

Boards, Committees, Commissions

[See the Town's Website for all openings and how to submit a letter of interest.](#)

COMMUNITY HAPPENINGS

Check out the [Town's Website](#) for the latest programs.

Historical Commission – The Historical Commission will be resuming their open house Saturdays from 9 -10:30 am on the 2nd Saturday of each month starting on June 10th. On June 24th at 7pm the Historical Commission will be hosting a History at Play, “Revolution of her Own – story of Deborah Sampson” at the Senior Center.

Memorial Day – Join the Town for Memorial Day on Monday May 29th. Parade will begin at the Public Safety Building at 10am, with a ceremony to follow. Concluding the Ceremony, please join the Paxton American Legion Post 306 in paying respect (gun salute) at each of the three cemeteries in town:

1. Old Cemetery behind Congregational Church
2. Mooreland Cemetery at WWII Memorial Monument
3. Worcester County Memorial Park (WCMP) at the Garden of Honor

The Paxton American Legion Post 306 invites everyone to the Legion Hall for a luncheon following the last gun salute at WCMP (approx. 12 Noon). In the event of rain, the ceremony will take place at 10 AM in the Paxton Center School cafetorium.

Paxton Days & Summer Jam – This year the Town has a fun filled day planned for Saturday, June 17th from 10am to 8pm. The festivities will take place at Central Fields and Band Stand. This is a FREE event open to all ages. There will be music, food, games, food trucks, and other vendors. To participate as a vendor, please contact Donna Parsons at dparsons@townofpaxton.net.

Paxton Massachusetts Garden Club

The PMAGC will be holding a plant sale on the Town Common on Saturday, June 3rd from 9am to 12:30pm.

Paxton Recreation 5K Walk/Run – Sign-up today for the Paxton Recreation 5k 2023 on Saturday, June 3rd at 6pm. Registration fee is \$10 in advance, or \$15 day of. Those under

age 12 are \$5. Registration begins in person at 5:30 pm at the St. Columbus Church Parking Lot across from Richards Memorial Library.

Summer Music Series – Join Paxton Recreation as they host the Summer Music series on Thursday evenings at the Paxton Bandstand from 6:30 PM to 8:30 PM starting on July 13th. This year’s line up is sponsored by the Mass Cultural Council and Country Bank. Please note that in the event of inclement weather, the evenings performance will be cancelled.

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| July 13th | The Midnight Riders www.facebook.com/themidnightridersbandma |
| July 20th | Donna Lee and the Crooked Ledge Band https://www.donnaleeentertainment.com/ |
| July 27th | Paul Courchaine https://www.facebook.com/paulcourchainemusic/ |
| Aug 3rd | ASB Band www.ambientsojourn.com |
| Aug 10th | Petty Larceny Band www.petty-larceny-band.com |
| Aug 17th | Paxton Crossing https://www.facebook.com/PaxtonCrossing |

DEPARTMENTAL UPDATES

Cable Access

WPAX Paxton Public Access TV is now up over 100 YouTube subscribers. Their inaugural live broadcast was on Tuesday, May 16th for the PMLP’s fiber presentation. Interested in watching government in action live, check out the YouTube channel [WPAX Paxton Public Access TV](#).

IT

Earlier this month we ran into an issue with our Sophos program causing computers to utilize an absurd amount of memory and space and run non-stop. Working in collaboration with our IT Consultant Rabidou Consulting, Shawn and their firm were able to resolve the issue that impacted a number of computers. We have had a few email filter issues where more emails were being blocked than we would like, and an occasional network connectivity issue. While we are still working through periodic phone hiccups, we are seeing improvement in the functionality and service, and have had excellent success with the customer service available.

Town Administrator

The steering group for the earmark funds for the redo of the zoning bylaws was able to meet last week for a launch meeting with the consultant in charge of the project, CMRPC. We will be working with their planner Jane and assistant planner Gabe. Our first action step is to have a bylaw drafted for compliance with MBTA adjacent rural communities regulations and identify possible parcels for such compliance to be submitted to and reviewed by the Planning Board.

Once we have completed the MBTA portion, we will move onto tackling the remainder of the bylaws. The idea is to have periodic meetings with the steering group (CMRPC folks, TA, Land Use Coordinator, Planning Chair, ZBA Chair, EDC Chair, and Building Commissioner) to keep the project on track and to make sure we are representing all of those who are relevant parties.

We are currently composing a survey for residents/community members for any feedback they may have on the zoning bylaws. If all goes well, we would like to share info on the survey at ATM.

FINANCES

Grants

Active/Status Update:

Combination Dynamic Speed Feedback and School Zone Speed Limit Sign Assemblies (Delivery Phase 2 for Municipal Roads) – The DPW received a grant from Mass DOT to install electronic signage for speed limits on West Street.

Community Compact (IT) Grant – Grant funds were awarded in December in the amount of \$115,000 to support conversion to records management system, including scanning and electronically filing many of the Town's files to relieve storage burden and make files more user friendly and searchable.

Community Compact Grant "HR Procedures" – Turnover in staff at Collin's Center. Working with them to finish up the project. In Progress

DFS Firefighter Safety Grant – FD was awarded for \$15,500 for a grant for turnout gear which they applied for in October.

Early Education & Care – The Recreation Department has received a grant for \$3,250 a month towards the Before/After School Program starting in October. (9/2022)- In Progress

Hazard Mitigation Planning Grant – We received approximately \$4,455 in a reimbursable grant to update the Town's Hazard Mitigation Plan. – In Progress

MIIA Risk Management Grant – We were awarded half of the funding for the cost of chain saw safety kits (chaps, etc.), bucket truck communication gear, and cybersecurity simulation and testing costs for staff for a total of \$5626.53 out of the total \$9,237.50 applied for in September. This project is now complete and has been submitted for reimbursement.

MIIA Wellness Grant – This project is now complete and has been submitted for reimbursement.

Office of Grants & Research – The Police Department received a grant with funding from the National Highway & Traffic Safety Administration in the amount of \$19,921 (9.2022) – In Progress.

SAFE Grant – FD applied for and were awarded a grant in the amount of \$5,400 for safety education.

Shared Streets Grant- In Progress.

Small Bridge Grant (2019) – Planning Grant Black Hill Road, in progress.

State Earmark of Funds – The unofficial working group will be meeting next week with CMRPC to get the zoning bylaw rewrite project, funded by earmark, up and running.

United Way – The Recreation Department applied for and were awarded funds in the amount of \$5000 for additional after school/out of school programming.

Wachusett Reservoir Watershed Salt Reduction Grant – We were awarded the 50/50 matching grant for a polar flex system, that if awarded would reduce the cost of the item, which is originally \$6,700, in half.

Applied for:

Ambulance Certified Public Expenditure Program – FD applied for reimbursement for Medicaid/Mass Health ambulance billings for the prior Fiscal Year 2022, with the amount requested at \$62,566.

Assistance to Firefighters Grant- FD applied in January 2021 for \$450,000 for a Water Tanker. Funding to awarded through December, no word yet.

Procurement:

Active:

- **Tivnan Field Lights** – This project will be advertised starting this week and will be due back on June 8th at 12 noon.

To do:

- ✓ Cable Access Software
- ✓ Records Building – Fence
- ✓ Town Common area drainage
- ✓ Well Pump - Recreation

JOB OPENINGS

Police Officer – There is one opening for a police officer.