

REPORT OF THE TOWN ADMINISTRATOR
Year ended June 30, 2017

I would like to begin by once again expressing my sincere appreciation to all the dedicated department managers, Town employees, elected officials and numerous volunteers who serve on the many boards, commissions and committees for all their hard work and commitment. Paxton would not be the Town it is without the involvement of these people. I would like to especially thank the Board of Selectmen for their continued leadership of the Town.

The Town had another busy year including the following in fiscal 2017:

- ❖ The Town hired for the first time a part-time IT Technician; this will provide the consistent support that employees have lacked over the years.
- ❖ The Town was awarded a MIIA grant in December of \$6,844 to purchase dash and body cameras for the Police Department.
- ❖ The new public information law came into effect in January 2017, the Town Administrator, Town Clerk and Police Administrative Assistant were appointed as Record Access Officers for the Town.
- ❖ The Town Hall staff hosted for the 6th consecutive year a visit from the Paxton Center School 3rd grade class. Employees gave an insight into the fundamentals of their department and Anita and Richard Fenton provided the history.
- ❖ In February, the Town's Hazard Mitigation Plan was accepted by the Department of Homeland Security and FEMA. The plan will not need updating for five years.
- ❖ In May the Town received a Community Compact grant of \$13,000 to replace the server and make updates.
- ❖ The Town voted at the Annual Town Meeting to change from semi-annual real estate tax billing to quarterly. This will aid the Town's cash flow and help residents' budget four smaller payments.
- ❖ The negotiations for the first contract with the full time firefighters continued throughout fiscal 2017. The three year contract was finally ratified on July 24, 2017
- ❖ The Police Dispatchers filed a petition to unionize and Teamsters Local 170 were voluntarily recognized by the Board of Selectmen.
- ❖ No new borrowing went forward at the Annual Town Meeting. Two Capital Debt Exclusions passed for the painting of the Town Hall and a new cruiser. Capital Debt Exclusions only raise the tax levy for one year.

- ❖ The Town voted to raise and appropriate from the Road Improvement Stabilization Fund of \$102,500.
- ❖ The Town terminated the WRTA service to and from Union Station in May; this service was not been fully utilized.
- ❖ To round off the year we held our sixth Paxton Days on the Common. Everyone who attended appeared to enjoy the music, vendors and food.

In closing I would like to once again thank all Department Managers, Town Hall employees and Town employees for their continued hard work and support. I would also like to give a special thanks to Donna Graf Parsons, Executive Assistant for all the valuable help she provides.

Respectfully Submitted,

Carol L. Riches
Town Administrator