

REVISED

**Board of Selectmen
Agenda
Municipal Center Resource Room / Remote Meeting
Tuesday, May 18, 2021**

7:00 pm

- Call to Order by Roll Call
- Pledge of Allegiance
- Chairman announcements

1. BOS Reorganization
2. Z&T Inc. Teresa Matteson-Review Local Retail Cannabis License Application
Possible Vote(s)
3. REV3 New England Triathlon Road Use August 6th-8th – Possible Vote(s)
4. Review Annual Appointments
5. Ending State of Emergency – Re-Open Town Buildings – Possible Vote(s)
6. Approve Minutes – Possible Vote(s)
7. TA Report & COVID Update
8. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of
the Meeting – Sign Fire Union Contract, Sign Police Union Contract
9. Executive Session:
 1. Litigation
 2. Interest in Real Property
 3. Investigation(s)
10. Adjournment

Future Agenda Items

June 1st: Approve Annual Appointments – Possible Vote(s)

June 15th: Open Session - Gilboa St. Property Bids

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Note: Times are estimates unless denoted as a Hearing.

The Town of Douglas is an equal opportunity provider, and employer.

**Board of Selectmen
Meeting Minutes
May 18, 2021**

• **Call to Order:** Chairman Kevin Morse called the meeting to order at 7:03 pm in the Municipal Center Resource Room. Due to the Covid-19 Pandemic, CDC guidelines were followed and participants were invited to join the meeting remotely. In attendance: Chairman Kevin Morse, Timothy Bonin, David Cortese, Harold Davis, Mike Fitzpatrick, TA Matthew Wojcik, Lisa Freeman (Executive Assistant), and Teresa Matteson.

• **Pledge of Allegiance**

• **Chairman Announcements:**

Chairman Morse acknowledged and welcomed Michael Fitzpatrick to the Board.

1. BOS Reorganization:

- Town Elections were held on May 11th. Due to a tie, reorganization will be on hold until after a re-count and if needed a Special Election.

2. Z&T Inc. Teresa Matteson-Review Local Retail Cannabis License Application - Possible Vote(s):

- Teresa Matteson is in attendance and asking the Board for review and approval of licensing for Capital Cannabis Community Dispensary at 93 Davis Street. Ms. Matteson has completed most of the required paperwork, and the license is pending approval with conditions. These conditions include; Policy number, final inspection by the Fire Department & Building Inspector, and CCC License from the State.
- **Mr. Davis made a motion to approve license pending conditions, Mr. Cortese seconded, all in favor, -aye.**

3. REV3 New England Triathlon Road Use August 6th - 8th – Possible Vote(s)

- Public Safety Departments have been notified and have no issues with the race within town. Eric Opdyke/Race Director will be directed to speak with Chief Miglionico to secure a detail officer for SW Main Street/Cedar Street Intersection.
- **Mr. Cortese made a motion to approve application and providing (1) detail officer, Mr. Davis seconded, all in favor, - aye.**

4. Review Annual Appointments – Possible Vote(s)

- No issues, will review and approve final appointments at June meeting. A request was made to double check Town Counsels term period. Normally is (1) year but listing says a term of (4), possibly a typo. Mr. Fitzpatrick announced he would like to remain on current boards, and participate as needed. Vacancies for Department heads, and or a designee within a couple boards.
- **No Vote(s) at this time.**

5. End State of Emergency – Re-Open Town Building - Possible Vote(s):

- *In the packet is an email from MA Municipal Association, dated 5/17/21, re: State Lifting COVID19 restrictions, ease mask-wearing rules on May 29th.*
- Governor Baker announced that the state will lift most remaining COVID19 restrictions. Including allowing for full capacity for industries and removing gathering limits, as well as adopt new federal guidance on mask wearing on May 29th and the current State of Emergency will end on June 15, 2021. The town needs to discuss re-opening all departments and building, mask mandates and possibly a mask policy if needed. The Civil Defense Act ends once the State of Emergency ends. Will need to discuss with Chairs of Boards their thoughts on still having remote meetings, and if members are comfortable with attending in person. A request by Mr. Cortese was made to look back at meeting minutes for when the BOS implemented remote meetings, and when they can discontinue. At the next BOS Meeting discuss re-opening of Adult Social Center and Fire Department with Town Nurse/BOH Agneiska Podstawka, Fire Chief Kent Vinson, and Senior Outreach Coordinator Patrice Rousseau.
- **Mr. Davis made a motion to re-open Town Hall on May 29th, Mr. Cortese and Mr. Bonin seconded, all in favor – aye.**

6. Approve Minutes – Possible Vote(s)

- May 4, 2021: **Mr. Cortese made a motion to approve the minutes of May 4, 2021 as presented. Mr. Bonin seconded the motion, all in favor – aye.**
- May 4, 2021 – Executive Session: **Mr. Cortese made a motion to approve the Executive Session Minutes of May 4, 2021 as presented, and retain all. Mr. Bonin seconded the motion, all in favor – aye.**

7. TA Report & COVID Update:

- **Town Meeting:** TA Wojcik reported the Police & Fire Contracts have been ratified and were voted on at town meeting.
- **Property & Casualty Insurance:** TA Wojcik reported we have received a second set of quotes for our Property & Casualty Insurance. The town is currently a member of MIIA, and has been for a number of years. The Board will need to review packets and will revisit and possibly vote at June 1, 2021 BOS meeting.
- **Paving/Bridges/Culvert Issues:** TA Wojcik reports some residents have had some complaints/questions with the condition of certain roads within town and why paving has not been addressed. The crack sealing program has stabilized a lot of the roads that are already in decent shape. A Pavement Management Study was conducted in compliance with the state's request in order to have a priority list to utilize Chapter 90 funds, as well as local funds. These funds can dwindle quickly due to the high cost of the projects and the aging infrastructure of the roads, culverts, and bridges within the town. The Cedar Street Bridge was funded by a small bridge grant, but we are now dealing with a culvert issue on Depot Street and should hear back on the engineering report and cost within the next week. The Wallum Lake Road Bridge was looked at by the engineer, and although it does have some deterioration it is still safe. MA DOT assured us that just grinding and paving it will suffice, but does need to be monitored after this is done.

June 1, 2021

- **Adult Social Center Renovations:** Asbestos remediation is completed and was not as wide spread as expected. May need to put down a subfloor before new flooring goes in. Construction is still underway and hoping to be completed by mid-June.
- **Painting Project at Old Town Hall:** The contractor still needs to produce a bond before the work can be started.
- **Capital Projects:** Town Meeting has set into motion Capital Projects, but bids cannot be solicited until the new fiscal year starts on July 1, 2021 and funds become available. Documentation is still being prepared in anticipation of this.

8. Open Session for Topics not Reasonable Anticipated 48 Hours in Advance of the Meeting:

- Nothing to Report.

9. Executive Session:

Mr. Bonin made a motion at 8:14 pm, to go into Executive Session for the purpose of collective bargaining and litigation, and interest in real property, and to return to Regular Session for the purpose of adjournment. Mr. Cortese seconded the motion. Roll Call Vote: Mike Fitzpatrick – aye, Tim Bonin – aye, Harold Davis – aye, Kevin Morse – aye, and Dave Cortese – aye.


The meeting was moved to the Selectmen's Office and reconvened at 8:24 pm.

Mr. Morse made a motion at 9:13 pm, to leave Executive Session, and return to Regular Session for the purpose of adjournment. Mr. Davis seconded the motion. Roll Call Vote: Timothy Bonin – aye, Hal Davis – aye, Dave Cortese – aye, Mike Fitzpatrick – aye, and Kevin Morse – aye.

10. Adjournment:

Mr. Cortese made a motion at 9:13 pm to adjourn. Mr. Morse seconded the motion, all in favor – aye.

Respectfully submitted,



Lisa C. Freeman
Executive Assistant