

**Board of Selectmen
Agenda
Municipal Center Resource Room
Tuesday, June 15, 2021**

7:00 PM

- Call to Order
 - Pledge of Allegiance
 - Chairman announcements
 - ~ Boston Post Cane Announcement
 - Citizen's Forum
1. Board Reorganization – Possible Vote(s)
 2. Bid Opening – Gilboa Street Land – Possible Vote(s)
 3. Meeting with NGrid – Riedell Road Pole Removal – Possible Vote(s)
 4. Approve Junk Dealer License – Beaupre Scrap LLC – Possible Vote(s)
 5. Annual Re-Appointments – Possible Vote(s)
 6. Property / Liability / Workers Compensation Insurance Proposals – Possible Vote(s)
 7. Approve Minutes – Possible Vote(s)
 8. Town Administrator's Report
 9. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
Selectmen Special Election – Possible Vote(s)
 10. Executive Session:
 - a. Litigation
 - b. Interest in Real Property
 - c. Investigation(s)
 11. Adjournment

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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
June 15, 2021

• **Call to Order:** Chairman Kevin Morse called the meeting to order at 7:00 pm in the Municipal Center Recourse Room. In attendance: Timothy Bonin, Harold Davis, Michael Fitzpatrick, Town Administrator Matthew Wojcik, and Executive Assistant Lisa Freeman.

Other Staff and Residents: Jeanne Lovett (Finance Director) Bob Minarik (EDC Facilitator), David Labonte (MIIA Senior Account Executive), Sulim Bartok- *Remote* (Gallagher Area Vice President – Public Sector Practice), Matt Mancini (Gallagher Risk Management Advisor – Public Sector Practice), and Jonathan Finn *Remote* (VFIS Rep.)

• **Pledge of Allegiance (00:07)**

• **Chairman's Announcements (00:30)** – Boston Post Cane Certificate was presented to Marion Stebbins for holding the title of the eldest citizen of Douglas at 100 years old. Ms. Stebbins and her family were unable to attend the meeting in person, per the request of her family they would like the certificate mailed.

• **Citizen's Forum – (01:12) – N/A**

(Please note per Chairman Morse agenda item#9 was moved before agenda item #1)

9. Selectmen Special Election – Possible Vote(s) (01:27):

After a recount and another tie between (2) candidates there was a discussion to have a Special Election in fall, or hold as a (4) member board until the next election in May. Mr. Davis suggested holding a Special Election in either September or October. **Mr. Davis made a motion to hold the Special Election on September 21st 2021 to fill the BOS vacancy, Mr. Bonin seconded the motion, all in favor– aye.**

1. BOS Re-Organization – Possible Vote(s) (06:11):

Discussion regarding postponing the re-organization of the BOS until after the elections. Currently vacant spot for vice chair. **Mr. Fitzpatrick made a motion for Mr. Bonin to take the vice chair position, Mr. Davis seconded, all in favor – aye.**

2. Bid Opening – Gilboa Street Land – Possible Vote(s) (07:43):

One bid was received for the Gilboa Street Property from Lobisser Building Corp. The Board allowed Mr. Robert Minarik to open the bid. TA Wojcik read the RFP, and a deposit of \$400,000 was included, which was \$20,000 more than the minimum requested per the RFP. The packet will be forwarded to Attorney Bowen for review and advisement. Once reviewed an award letter will be sent to the purchaser. **Mr. Davis so moved, Mr. Bonin seconded, all in favor – aye.**

3. Meeting with NGrid – Riedell Road Pole Removal - Possible Vote(s) (11:52):

NGrid was unable to make the meeting. In the agenda packet is an email from John Furno dated June 15th, re: to an in person meeting between Mike Fraser from NGrid, Chairman Morse, and himself for the removal/relocation of the Riedell Road pole. This meeting will be held on June 17th at 11am. Due to NGrid being unable to attend this agenda item will be revisited at the next meeting on June 29th.

4. Approve Junk Dealer License – Beaupre Scrap LLC – Possible Vote(s) (14:42):

*In the packet is a memo from Lisa Freeman regarding the renewal of a Junk License for Beaupre Scrap LLC dated June 10, 2021. All paperwork and payment has been received, with the exception of the Fire Inspection Report from the Fire Department. **Mr. Bonin made a motion to approve renewal contingent upon receiving the Fire Inspection Report. Mr. Davis seconded, all in favor – aye.***

5. Annual Re-Appointments – Possible Vote(s) (17:13):

In the agenda packet is a memo from Lisa Freeman, dated June 10, 2021, re: Reappointment Listing for FY22, and the FY22 Annual Appointment List for review by the Board. Mr. Fitzpatrick requested multiple department head contact info to try and fill John Furno's vacant spot on Capital. Mr. Fitzpatrick also does not want to be re-appointed for the Buildings & Facilities Committee, but is willing to still attend meetings and help out as needed. Also, Mr. Fitzpatrick is requesting the Board pass over the re-appointment of Mr. Tusino on the ZBA for multiple reasons.

6. Property/Liability/WC Insurance Proposal(s) Review – Possible Vote(s) (26:17):

Second meeting/proposal/follow-up from MIIA and Gallagher presentation on June 1, 2021

TA Wojcik (27:17): stated the numbers have not changed on either side. Several questions from the Board have been answered in the meantime by TA Wojcik and representatives from MIIA and Gallagher are in attendance to answer any additional questions, or concerns the Board may have. .

Due to lengthy presentations, presenters sections have been time-stamped

IIIA & Gallagher: (28:30 -01:23:10)

TA Wojcik (01:25:00) suggested pushing the July 6th meeting to June 29th in order to make a decision before the July 1st deadline.

(01:26:06): By consensus of the Board this item will be moved to the next agenda to get definitive answers to the IOD portion and replacement costs of vehicles.

7. Approve Meeting Minutes (01:26:42):

May 25, 2021 Regular Session: Mr. Bonin made a motion to approve the minutes of May 25, 2021 as presented. Mr. Fitzpatrick seconded the motion, all in favor – aye.

May 25, 2021 Executive Session: Mr. Bonin made a motion to approve and retain, the Executive Session minutes of May 25, 2021, as presented. Mr. Fitzpatrick seconded the motion, all in favor – aye.

Mr. Bonin requested that Executive Assistant Lisa Freeman continue to time-stamp the meeting minutes (as accurately as possible).

8. TA Report (01:27:48):

Position Openings / Town Hall: Part Time Assistant BOH, internal applicant, (3) applicants for the fulltime position of Community Development Principal Clerk. Interviews for this position will begin on Monday June 21st. Eve Tapper has come in as a consultant for the Community Development Department and will be here as an interim Planning Director for about 2-3 months.

RFP/Gilboa Street Property: Major step forward for the Town and will help put Douglas on the map. This a specific Douglas driven, supported initiative project of economic development.

Juneteenth: The Town will comply with state law, and Town Hall will be closed on Friday June 18, 2021 in observance of the holiday on Saturday June 19, 2021. TA Wojcik also gave a very informational and educational history lesson pertaining to this holiday.

10. Executive Session – Litigation, Interest in Real Property, and Investigation(s):

Mr. Bonin made a motion at 8:40 pm, to go into Executive Session for the purpose of litigation, Interest in Real Property, and Investigation(s), and to return to Regular Session for the purpose of adjournment. Mr. Fitzpatrick seconded the motion. Roll Call Vote: Hal Davis – aye, Kevin Morse – aye, Tim Bonin – aye, and Mike Fitzpatrick – aye.

The meeting was moved to the Selectmen's Office and reconvened at 8:50 pm.

11. Adjournment:

Mr. Bonin made a motion at 9:19 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, Kevin Morse – aye, Mike Fitzpatrick – aye, Hal Davis – aye.

Respectfully Submitted,



Lisa C. Freeman
Executive Assistant