

**Board of Selectmen
Agenda
Municipal Center Resource Room
Tuesday December 7, 2021**

7:00 PM

- Call to Order
 - Pledge of Allegiance
 - Chairman Announcements
 - Citizen's Forum
1. Local Cultural Council Appointment / Susan Leonardi – Possible Vote(s)
 2. Douglas PD Presentation of the Officer Richard J. McLaughlin Community Service Award
 3. Good Energy Aggregation Presentation by John O'Rourke
 4. ARPA Engagement Proposal / Strategic Municipal Services, LLC– Possible Vote(s)
 5. CMMPO Alternate Membership for Southeast Subregion – Possible Vote(s)
 6. Soldiers Field Film Contract Review – Possible Vote(s)
 7. Issues that may need Town Meeting action – Possible Vote(s)
 8. Personnel Policies & Procedures Amendment / Military Leave – Possible Vote(s)
 9. Review & Approve Liquor License Renewals – Possible Vote(s)
 10. Approve Minutes – Possible Vote(s)
 11. Town Administrator's Report
 12. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
 13. Executive Session
 - a. Collective Bargaining
 - b. Interest in Real Property
 - c. Investigation
 - d. Litigation
 14. Adjournment

Note: Times are estimates unless denoted as a Hearing.

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

BOARD OF SELECTMEN
MUNICIPAL CENTER RESOURCE ROOM
TUESDAY DECEMBER 7, 2021

ATTENDANCE: Chair Kevin Morse, Vice-Chair David Cortese, Tim Bonin, Mike Fitzpatrick, Harold Davis (remote), Lisa Freeman Executive Assistant, Matt Wojcik Town Administrator

(00:00) Chair Kevin Morse called meeting to order at 7:00 PM

(0:05) Pledge of Allegiance

(0:36) Chairman Announcements: Chair Kevin Morse would like to extend an apology to Vice-Chair David Cortese for last meetings heated conversation. Vice-Chair David Cortese accepts apology and extends one back to the Chair.

(1:02) Citizen's Forum: NONE

1. **(1:10) Local Cultural Council Appointment of Susan Leonardi – Possible Votes**
(3:09) Motion to approve Susan Leonardi to the Local Cultural Council Committee for a 3-year term made by Tim Bonin, seconded by David Cortese. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.
2. **(3:43) Douglas PD Presentation of the Officer Richard J. McLaughlin Community Service Award.**
Chief Miglionico and Sergeant Aaron McLaughlin attended the meeting to present the award. Among the other nominees for the award Joseph M. Bolandrino was presented the award, he is a retired US Army Sergeant and has volunteered in many areas around the world. Along with the award \$500 is going to Boy Scout Troop 134 for their renovation efforts at the old fish and game on Church Street.
3. **(8:53) Good Energy Aggregation Presentation by John O'Rourke.**
Mr. O'Rourke reported that the program is very successful, the town has accumulated 1.2 million in savings and this will increase over the next 6 months. The minimum and maximum numbers on the report are incorrect and he will get the board the correct numbers.
4. **(18:09) ARPA Engagement Proposal / Strategic Municipal Services, LLC – Possible Votes**
Jeanne Lovett attended meeting to present to the board a request to hire additional services from and outside consulting service. This is due to the complexity of the guidelines and rule changes, not only for reporting requirements but also how ARPA funds can be spent. Their fee would be coming out of the ARPA funds.
(26:29) Motion to enter into an agreement with Strategic Municipal Services, LLC under the contingency of the fee being funded from ARPA funds and in the event that it is not eligible making it article at the next town meeting to receive funding for the services made by Kevin Morse, seconded by Tim Bonin. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.

5. **(29:30) CMMPO Alternate Membership for Southeast Subregion – Possible votes**
(32:11) Motion to nominate Timothy Bonin for the alternate seat made by Mike Fitzpatrick, seconded by David Cortese. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.
6. **(32:32) Soldiers Field Film Contract Review – Possible Votes**
Board discussed Attorney Rich Bowen's comments and agreed to them and having an amended contract sent back for review.
(34:18) Motion to accept Rich's comments on the contract made by Tim Bonin, seconded by David Cortese. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.
7. **(36:05) Issues that may need Town Meeting action – Possible Votes**
TA Wojcik said that they will discuss matters involving interest in real property in executive session, and will be asking the Board of Selectman to call a special town meeting in advance of May for the purpose of resolving some of the legal issues that arise from discussions around real property. No vote taken.
8. **(39:11) Personnel Policies & Procedures Amendment / Military Leave – Possible Votes**
TA Wojcik would like to see the policies specifically regarding military leave updated. This will align with the needs of those who serve, some which are part time first responders, and other town employees. Matt's request is to strike everything from section 6.2 of the policies and replace it with the language provided to board in packet. Since it is a policy the Board will have it on their agenda for three readings. No vote taken.
9. **(44:42) Review & Approve Liquor License Renewals – Possible Votes**
Douglas Package Store, Grille on Main, Beagle Club have not gotten back to Mr. Frasier with his requests. Board will put off liquor license renewal decisions until the next meeting so that Ken can contact the three businesses again to let them know the severity of the issues. No vote taken.
10. **Approve Minutes – Possible Votes**
(1:10:31) Motion to approve November 16, 2021 regular session and executive session meeting minutes and retain the executive session minutes made by Kevin Morse, seconded by David Cortese. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.
11. **(1:11:27) Town Administrator's Report**
Please reference attached Town Administrators report. Updates between the time of the attached report and tonight meetings report is as follows:
 - **COVID:** cases are the highest yet in the Town of Douglas
 - **Facilities:** Three monitoring wells have been dug inside the building and in two weeks they will be back to dig wells outside the building. The Town is still awaiting invoice from the Elementary oil spill because they haven't found a disposal site yet.
 - **The town received a letter of power interruption from National Grid today for interruption on December 1, 2021. The same day that the town generator was being worked on so the building went to battery backup.**

- DCR would like to pave the trunkline trail from the state line to Depot Street, add way finding and do parking lot improvements. Many residents are opposed to the paving portion of the proposed project. The Board requests that TA Wojcik draft a letter to the DCR that they are opposed to the paving project and draft the letter in the strongest possible terms.

Motion to have MTA Wojcik draft opposition letter regarding the paving project to DCR made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.

On December 9, 2021 Lieutenant Governor Polito will present the town with a 3 million dollar MassWorks grant and TA Wojcik will sign the contract.

12. (1:43:20) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting.

Request from the Town Clerk regarding reprecincting 2020.

(1:44:29) Motion to approve Town Clerks reprecincting plan made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye, Hal Davis-aye.

Lisa Freeman was contacted by Amy Schilling a resident in town with concerns about the amount of trash on route 16 and would like to see if there was a way to get the trash to be picked up. Board suggests contacting Sheriffs Department.

Board would like to have a discussion during the next couple meetings about future Octoberfest location and the traffic detour issues.

13. Executive Session: Mr. Bonin made a motion at 8:51 pm to go into Executive Session for the purposes of Collective Bargaining, Interest in Real Property, Investigation, and Litigation and to return to Regular Session for the purpose of adjournment. Mr. Morse seconded the motion, all in favor-aye. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye.

Mr. Davis left Executive Session at 9:25 pm

14. Adjournment: Mr. Bonin made a motion at 9:51 pm to leave Executive Session and return to Regular Session for the purpose of adjournment. Mr. Cortese seconded the motion, all in favor-aye. Roll call vote: Mike Fitzpatrick-aye, Kevin Morse-aye, Tim Bonin-aye, David Cortese-aye.

Respectfully Submitted,



Stephenie Gosselin
Recording Secretary

Town Administrators Updates for Board of Selectman Meeting on December 7, 2021

COVID

As of today, we now have 40 active cases of COVID-19 in the DPH database for Douglas. This is one of the highest case counts, if not the highest, we have ever had. There is also a mild strain of the flu all across MA with similar symptoms that clouds the picture somewhat.

We have had one case of a town employee contract COVID and that person is currently quarantined at home. Close contacts have all returned negative COVID tests. A test was performed right away and thus, exposure to close contacts was minimized.

The prevalence in the community and the impact, however minor so far, to our day to day operations of this current round of COVID makes it incumbent upon us to at least discuss our response footing.

The lifting of federal, state and local states of emergency changes the level of authority we have as government officials considerably. The BOH still has its authorizing statute and may pursue contact tracing and documentation and quarantine orders under it and any recent amendments. We may also have standing orders for operations for our own staff to follow, but we cannot compel people to take any number of steps we might have been able to enforce under a declared emergency.

For now, we continue to protect our first responders by implementing a health status questionnaire through dispatch. I have reiterated / reissued the policy that we will take proactive measures in high density multi-unit housing developments to support residents in their efforts to get a COVID test, vaccine, or comply with a quarantine order.

FACILITIES

The environmental firm has been here at the Municipal Center boring wells for ground water monitoring.

The office trailer for Highway has been ordered. We are coordinating National Grid, Spectrum and WillScot to make sure the unit is delivered and hooked up to utilities in timely fashion.

There were no respondents to the RFQ for the gym windows project. We are going to go back out and try to reach beyond the statewide contract vendors.

There was a spill of heating oil at the Elementary School. We have not seen a cost estimate for cleanup yet. Contaminated material was dug up by a certified contractor and is being stored on site awaiting a disposal location. In my view, this is entirely the fault of the oil vendor; the oil was delivered to the wrong location. We have sent incident reports along to MIIA and Rich Bowen.

The public safety radio project is proceeding. Spectrum, for its part, recently made us aware of the need for a substantial IT buildout required at the High School to complete the ELAN / dedicated fiber circuit for the new radio system. Costs have been waived by Spectrum, but the additional server rack and power requirements were not anticipated and require coordination with DPS and the building principal.

IFBs for the facility work at the fire station are being prepared.