

**Board of Selectmen
Agenda
Municipal Center Resource Room
Tuesday April 5, 2022**

7:00 PM

- Call to Order
 - Pledge of Allegiance
 - Chairman Announcements
 - Citizen's Forum
1. Tri-State Trek Road Race June 24th – Possible Votes
 2. Meet with Moderator & Town Clerk for May 2, 2022 Town Meeting – Possible Votes
 3. Review & Sign ATM & STM Warrants – Possible Votes
 4. Sign May 10, 2022 Annual Town Election Warrant - Possible Votes
 5. Whitinsville Fish & Game / Change of Officers for ABCC – Possible Votes
 6. Authorize TA to Sign Animal Control Intermunicipal Agreement – Possible Votes
 7. FD Generator & Electrical Project Contract Award – Possible Votes
 8. Review PS & Highway Needs Reports & Dissolve Committee – Possible Votes
 9. Discuss ARPA Spending & Reporting – Possible Votes
 10. Approve Minutes – Possible Votes
 11. Town Administrator's Report
 12. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
 13. Executive Session
 - a. Investigation
 14. 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
TUESDAY, APRIL 5, 2022
MEETING MINUTES

Attendance: Vice Chair David Cortese, Tim Bonin, Mike Fitzpatrick, Hal Davis (remote), Lisa Freeman
Executive Assistant, Matt Wojcik Town Administrator

Excused Absence: Chair Kevin Morse

(0:05) Vice Chair David Cortese calls meeting to order at 7:04 PM

(0:09) Pledge of Allegiance

(0:30) Chairman Announcements

NONE - Vice Chair David Cortese is filling in for Chair Kevin Morse.

(0:35) Citizen's Forum

NONE

(0:40) 1. Tri-State Trek Road Race June 24th – Possible Votes

Kevin Sweeney from ALS Therapy Development Institute joined remotely to speak on the matter. He does drug research for ALS, and the race is a 200-mile bike ride that they will be riding from Boston College to Greenwich Connecticut to raise money to continue funding to make advances in medicine. Mr. Sweeney is here to ask the town of Douglas for the use of their roads. There was a letter to the Chief of Police, a route map & a certificate of liability insurance provided to the Board. Chief Miglionico has no issues and doesn't think he would require the detail for this race. Fire Chief Vinson is present at the meeting because he would like to have an EMS detail on site.

(3:20) Motion to authorize the use of roads in Douglas with the condition of having an ambulance/EMS detail made by Mike Fitzpatrick, seconded by Tim Bonin. Roll call vote - David Cortese, Tim Bonin, Mike Fitzpatrick all in favor.

(4:05) 2. Review & Approve Common Vic. License for BZ Nutrition, LLC – Possible Votes

Applicants present at meeting and state the details of the establishment, being a nutrition drink shop with no food. Lisa Freeman received the building sign off and the fire inspection report this afternoon.

(6:27) Motion to approve the Common Vic license made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote - David Cortese, Tim Bonin, Mike Fitzpatrick all in favor.

(6:59) 3. Meet with Moderator & Town Clerk for May 2, 2022 Town Meeting – Possible Votes

Town Moderator – Keith Menard came to the table and discussed how the town meeting will roll out and his plan to go through the articles. Town Clerk – Christine Furno was not present at meeting.

4. Review & Sign ATM & STM Warrants – Possible Votes

Moderator – Keith Menard went through all the articles for explanations and corrections to the warrant.

(27:50) TA Matt Wojcik passed around the FY23 budget to the Board to review and explained the changes to the budget. Mr. Wojcik discussed with the board how he brought the budget into balance. Mr. Wojcik and Jeanne Lovett - Finance Director discussed a recommendation of increasing the building permit fees revenue line by \$100k to make it a total of \$250k due to the

assessment of the pipeline, and increasing the new growth revenue line by \$100k to make a total of \$250k as well. The school transportation department was able to decrease theirs by \$105k which left an estimated \$170k to take out of the department head budget to balance. For the school department Mr. Wojcik is proposing that the bottom line of the school budget would increase from the previous 1.5% per year to 2% for the next 3 years (2023, 2024, and 2025) to bring the school into a place where they can absorb the cost of a contract. For the first two years they will be short, and Mr. Wojcik is proposing to subsidize the settlement of the contract with certified free cash for the first two years. The first year would be about \$327k and the second year would be \$165k, and by the third year the budget will have grown to the point where they can sustain their own labor agreement. The Teacher's Union ratified their contract with 94% of their membership vote on Friday. Mr. Wojcik spoke about the pay grade table and what he feels should be changed. For the town to find employees that will work, he finds himself having to start at level 5 in the pay grade just to be competitive with other towns. He is suggesting changing the current level one to what the current level 5 step is and spread it out over a two-year period because for one year it would be too much for the town to afford. TA Wojcik then discussed each department and the increases and decreases he proposed. The overall, including the free cash transfer of the budget is up 1.269 million, for a bottom-line figure of \$32,584,323.

(1:06:47) Motion to sign and post both the annual and special town warrant made by Mike Fitzpatrick, seconded by Tim Bonin. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

(1:07:26) 5. Sign May 10, 2022 Annual Town Election Warrant – Possible Votes

(1:07:46) Motion to sign the May 10, 2022 Annual Town Election Warrant made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

(1:08:08) 6. Discuss ARPA Spending & Reporting – Possible Votes

Board will pass over this agenda item, there will be a report done in April for this item. Jeanne Lovett Finance Director would like to consult before any votes are taken due to the strict guidelines.

(1:19:24) 7. Whitinsville Fish & Game / Change of Officers for ABCC – Possible Votes

(1:19:40) Motion to change the officers made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

(1:20:00) 8. Authorize Town Administrator to sign animal control intermunicipal agreement – Possible Votes

The Intermunicipal agreement with the town of Uxbridge is expiring in June. The new contract will consist of Hopedale, Mendon, Blackstone, Millville, Uxbridge, and Douglas. The town won a regionalization grant this year that will offset the cost of this intermunicipal agreement for ACO's. Douglas's responsibility is \$19,179. Currently the towns share one animal control officer, with this new agreement it will provide two full-time officers, one part-time for evenings and one part-time for full weekend 24-7 coverage.

(1:22:43) Motion to authorize the Town Administrator to sign the ACO Intermunicipal agreement made by Mike Fitzpatrick, seconded by Tim Bonin. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

(1:23:02) 9. Fire Department Generator & Electrical Project Contract Award – Possible Votes

BFCC Chair - Shirley Mosczynski stated to the Board that the Building Facilities Committee took home the information and reviewed it, and when they met again on the 17th this was their top priority. The committee's recommendation for the job was tied between MacRitchie and Architectural Engineers Inc. (IMEG) and the standby was NV5. TA Wojcik was going to do some

reference checks on Architectural Engineers Inc. and let the committee know of any problems with them.

(1:34:05) Motion to award MacRitchie Engineering the project made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

(1:34:43) 10. Review Public Safety & Highway Needs Reports & Dissolve Committee – Possible Votes
Board will pass over item until Chair Kevin Morse is present.

(1:35:15) 11. Approve Minutes – Possible Votes

(1:35:36) Motion to approve the March 1, 2022 meeting minutes made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

(1:36:08) 12. Town Administrator's Report

TA Wojcik would like to make residents aware starting this week into tomorrow and again on April 18th that there will be shipments of pipes coming into town for the water main project, specifically on North Street and Gilboa Street. Also, that Eversource is applying for a franchise to be able to extend its natural gas service from its existing step down gate in Sutton into the town of Douglas. They are trying to time this so as to not close any roads while school buses are still running, and the town will stay in communication with the residents about this project and what roads traveled will be affected.

The land article on town meeting is not a taking and is not eminent domain, the land was donated to the town years ago and recorded at the registry in that way but the meeting minutes have no record any specific motion that the town accepted the gift of land, so to fully perfect the title there needs to be a accepted vote at town meeting and then the town can transfer the land to the developer.

Another article on the warrant is a match for a grant the town is in the process of applying for with MassWorks for a site readiness grant for North Street to upgrade the water and sewer service.

The town is in the process of closing up a number of procurements. The Municipal Center gymnasium window replacement asbestos removal, Forestry Unit for the Fire Department which was financed by a federal grant, and the construction installation contract for the water mains previously mentioned.

(1:51:40) 13. Open Session for Topics Not Reasonably Anticipated 48 hours in Advance of the meeting.

Mike Fitzpatrick asked TA Wojcik for an updated status on the grant for the health inspector that was in connection with other communities that the town was obligated for something around \$37k. TA Wojcik will get an update for next meeting on that.

(1:54:54) 14. Executive Session

Motion to move into executive session for the purposes of investigation and then to leave executive session for the sole purpose of adjournment made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

15. Adjournment

Mr. Bonin made a motion at 9:23 pm to leave Executive Session and return to Regular Session for the purpose of adjournment. Mr. Fitzpatrick seconded the motion. Roll call vote: – Mike Fitzpatrick, Tim Bonin, David Cortese, Hal Davis all in favor.

Respectfully submitted,


Stephenie Gosselin
Recording Secretary