

Board of Selectmen
Agenda
Municipal Center Resource Room
Tuesday August 2, 2022

7:00 PM

- Call to Order
- Pledge of Allegiance
- Chairman Announcements
- Citizen's Forum

1. Superintendent of Schools Paul Vieria presentation of the 2022 Graduating Class Student Accomplishments
2. Conservation Committee Appointment / Joseph Fitzpatrick– Possible Votes
3. Gregory's Restaurant & Pizza Sign Review – Possible Votes
4. BFCC School Appointment of Shirley Mosczynski Moved to Open Seat of BOS Appointment – Possible Votes
5. Dark Stream LLC HCA Amendment – Possible Votes
6. Review & Sign State Primary Warrant for Town Clerk – Possible Votes
7. Open Meeting Law Legislative Update – Possible Votes
8. ARPA Premium Pay Proposal – Possible Votes
9. Review & Approve Acceptance of EDA Grant – 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
 - **Employees' Insurance Advisory Committee Appointment / Holly Cotnoir – Possible Votes**
 - **Authorize TA to sign on behalf of Selectmen for Sewer Asset Management Project Documents – Possible Votes**
13. Executive Session
 - a. To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or discuss the discipline or dismissal of, or complaints or charges against, a public officer, employee, staff member or individual.
14. Adjournment

For Remote Participation Video Conferencing and Screen Sharing go to:

<https://spaces.avayacloud.com/spaces/5f9987c5eb92adfe8cd27f86>

Dial in Number, +1 855-378-8822 US (Toll Free), Space ID: 366-242-115, Password: 123456

If you do not have a camera and microphone on your computer, you will be prompted to dial in and will default into the browser as a screen share only participant. There is no client required for people to participate, all they need to do is go to the URL listed above or Dial In via the 855 number and enter the Meeting ID

Note: Times are estimates unless denoted as a Hearing.

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

APPROVED
SEPTEMBER 20, 2022

BOARD OF SELECTMEN
TUESDAY, AUGUST 2, 2022
MEETING MINUTES

Attendance: Chair Kevin Morse, Tim Bonin, Mike Fitzpatrick, Hal Davis, Matt Wojcik Town Administrator, Lisa Freeman Executive Assistant

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

(0:05) Pledge of Allegiance

(0:25) Chairman Announcements: NONE

(0:30) Citizen's Forum: NONE

1. (0:36) Superintendent of Schools Paul Vieira presentation of the 2022 Graduating Class Student Accomplishments

Mr. Vieira reported that Douglas had 86 graduates with 1 student earning a certificate of attendance, 57% of the students are attending 4-year colleges, and 11% are attending 2-year colleges. Out of 58 students attending 4-year, 41 are staying in state. Mr. Vieira just received the AP scores back and had 64 juniors and seniors take 147 AP tests in 13 different subjects, 19 students were recognized as AP scholars which means they took 3 AP exams and had a 3 or higher on the scores. There was 1 AP scholar with honors which means they took a score of 3 or higher on four or more tests with an average score of 3.25, and 4 AP scholars with distinction which are students that took 5 AP exams with an average score of 3.5. Mr. Vieira spoke about the current programs available to the students and added programs. The new programs that are being added is to try and keep as many students in Douglas as possible from leaving to attend a technical or vocational school.

Mr. Morse asked if there were any students that joined the armed forces, Mr. Vieira stated that he didn't think so but Dr. Romano said there 21 students entering the workforce.

**2. (11:06) Conservation Committee Appointment / Joseph Fitzpatrick – Possible Votes
Mike Fitzpatrick will recuse himself from this discussion.**

On July 18th the Conservation Committee voted to recommend Mr. Fitzpatrick to the Select Board for appointment. Mr. Fitzpatrick is the building inspector for the Town of Attleboro and the building commissioner in the Town of Millville.

(13:10) Motion to appoint Joseph Fitzpatrick the Conservation Committee for a 3-year term made by Tim Bonin, seconded by Hal Davis. All members in favor.

3. (15:06) Gregory's Restaurant & Pizza Sign Review – Possible Votes

Manager Mourcous Morgan of Gregory's is present for the Board to review and discuss the sign intervals.

(18:30) Motion that the Board acknowledges the 60-day review and approve the sign made by Tim Bonin, seconded by Hal Davis. All members in favor.

4. (19:35) BFCC School Appointment of Shirley Mosczynski Moved to Open Seat of BOS Appointment – Possible Votes

(20:30) Motion to approve the appointment for Shirley Mosczynski as a Board of Selectmen appointment to the BFCC for a 3-year term made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

5. **(22:00) Dark Stream LLC HCA Amendment – Possible Votes**
Hold on this agenda item until all people are present from Dark Stream.
6. **(22:30) Review and sign State Primary Warrant for Town Clerk – Possible Votes**
(22:45) Motion to approve the state primary warrant for the September 6, 2022 elections made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.
7. **(23:37) Open Meeting Law Legislative Update – Possible Votes**
TA Wojcik stated that the legislature has taken some action and the governor has signed an extension to the existing pandemic related relief through December 15, 2023. The state action preempts any need for the local Board of Selectmen to make any decision on the matter until it expires. Most of the other boards and committees have made the decision to utilize remote access for the meetings for both members and public.
8. **(25:53) Agenda item (9) Review & Approve Acceptance of EDA Grant – Possible Votes**
TA Wojcik would like an explicit vote on the part of the Select Board to accept the grant with its terms, and a second vote to authorize the town administrator to sign the acceptance forms and participate in the training, certification, and reporting regimen. TA Wojcik will in turn report regular updates to the board at the same time as reporting to the EDA.
(26:57) Motion that the town accept the economic development administration water and sewer infrastructure upgrade project grant in the amount of \$3,313,251 made by Hal Davis, seconded by Tim Bonin. All members in favor.
(27:27) Motion to authorize the town administrator to execute any agreements, contracts with respect to the economic development administration grant to the town and take any other action relating thereto to carry out the intent of the board and Bob Sullivan made by Hal Davis, seconded by Tim Bonin. All members in favor.
TA Wojcik stated that it was announced last week that the economic development administration grant was awarded to the town of Douglas. This grant is for the construction part of the water/sewer project. Once the town has a notice to proceed from the EDA the town will be going to bid. This includes the sewer line up Gilboa Street, the new sewer pump station on Gilboa Street, and a water line from corner of Main Street/Northeast Main Street down to the Uxbridge line. The contractor that is building the warehouse in the McIntyre pit will connect the Northeast Main Street water main to the Gilboa Street water main and form a loop. This grant goes hand in hand with the 4 million dollar grant the town received from MassWorks that will complete the gas line that will come down Gilboa Street and terminate at North and Main Street. The final paving coat will be done when all the lines are installed including the gas line.
5. **(39:15) Dark Stream LLC HCA Amendment – Possible Votes**
Attorney Dan Glissman was present and representing the applicant. Mr. Glissman is here tonight to discuss a proposed relocation of the cultivation and product manufacturing facility for Dark Stream. They currently hold a cultivating and manufacturing license at 116 Davis Street, Douglas, MA and would like to amend the HCA to 286 & 286R Webster Street. This is the site of their sibling company Flying Goose LLC, with a proposed retail establishment. Their proposal is to do an outdoor cultivation in the rear of the parcel. The board had questions about the whether the DCR needed to approve this because of the state forest, and the odor issue. Mr. Fitzpatrick mentioned the nearby campgrounds and the concern of odor for them.
(52:40) Motion to approve the amendment to the HCA reflecting the new location made by Hal Davis, seconded by Tim Bonin. All members in favor.
9. **(57:00) Agenda item (8) ARPA Premium Pay Proposal – Possible Votes**
TA Wojcik handed out a memo to the board to review regarding Premium Pay for employees during the time period of March 10, 2020 through June 30, 2020. Eligibility requirements for premium pay for essential activities is defined as workers that have regular in-person interaction or regular physical handling of items that were handled by others and have endured the

heightened risk of performing essential work, and work done from home is not eligible. TA Wojcik has established three groups of employees: Group 1 - First Responders (fire, police and the public health nurse), Group 2 – employees who was reassigned to a pandemic response activity and who meet the definition previous mentioned (the community food program, and the library that made deliveries to residents), Group 3 - employees that came to the town hall to work, even though town hall was closed to the public, but still interacted with the public or went out to the lock box to collect materials. There is still another inquiry even with someone having the eligibility and that has to do with the Biden administration's priorities that premium pay would go to mostly hourly workers who meet the eligibility definition but are not already well compensated which is management or salary positions. There is also an income cap which is \$50.49 per hour. The ARPA budget is \$2.7 million, and TA Wojcik would like the board to establish how much of that they want to allocate for premium pay. TA Wojcik calculated an estimated \$220 -\$250k of ARPA funds for premium pay, 22k hours and about \$10 per hour. The estimated ARPA funds remaining will be close to \$2.4 million for the other proposed projects that the board will consider.

(1:18:34) Motion to approve up to \$250k ARPA premium pay program presented tonight made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

The board will receive the final documentation in two weeks that will have the employee name and the amount they will receive.

10. (1:22:25) Approve Minutes – Possible Votes

(1:22:44) Motion to approve July 5, 2022 executive session minutes and retain all made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

11. (1:23:00) Town Administrator's Report

The town is out to bid for pavement projects that will close on August 10th.

The bidding process is closed for the day tank at the town hall and the lowest bidder was selected. They came to town hall this morning and took measurements and determined that the engineer's specifications are off, he is not going to reissue he will just change the specifications. Most everything will remain the same except the day tank will be smaller to fit through the door. The hope is still that the oil spill project will be closed out with the money that town meeting has already allocated.

The gym window project failed its first inspection today, but it was only a cosmetic issue and the company will come back and finish some caulking. The windows are all installed and the only thing that they are waiting for are the shades due to a supply chain issue. The contract will not be closed out until the contractor comes back to install the shades and they are all operable. The town will be going out to bid for fuel oil and fully implement the fuel card system that automatically removes the taxes that the town shouldn't pay.

The town website needs to be updated with the posting of minutes.

TA. Wojcik would also like to point out that the town had an extraordinary positive result this year in the town's group health insurance with a 37% surplus for last fiscal year, \$566,000 was added to the money already in the stabilization fund. According to the bylaws of the group the town must take money out of the reserve fund and utilize it within town. A future agenda item will be the Select Board to determine what to use those funds for. The town had to put money into the group health insurance with an equity buy in of \$200k which came out of free cash. TA Wojcik and Ms. Lovett would recommend paying the town back the \$200k to free cash.

12. (1:38:52) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

- **Employees' Insurance Advisory Committee Appointment / Holly Cotnoir – Possible Votes**
(1:40:05) Motion to appoint Holly Cotnoir to the EIAC committee made by Tim Bonin, seconded by Hal Davis. All members in favor.

- Authorize TA to sign on behalf of Selectmen for Sewer Asset Management Project Documents – Possible Votes

(1:40:35) Motion to authorize the town administrator to sign documents on behalf of the Select Board for the sewer project made by Mike Fitzpatrick, seconded by Hal Davis. All members in favor.

(1:40:55) Motion to adjourn the meeting made by Tim Bonin, seconded by Hal Davis. All members in favor.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Stephenie Gosselin".

Stephenie Gosselin
Recording Secretary