

**Board of Selectmen
Agenda
Municipal Center Resource Room
Tuesday August 16, 2022**

7:00 PM

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

7:05 PM

1. Public Hearing St. Denis Church / Special One Day Liquor License – Possible Votes
2. Whitinsville Fish & Game / Special One Day Liquor License & One Day Entertainment License – Possible Votes
3. Blackstone River Valley Greenway Challenge Race – Possible Votes
4. Easement Release of Douglas Property in Uxbridge (Parcel 15-1443) – Possible Votes
5. ARPA Discussion – Possible Votes
6. Approve Minutes – Possible Votes
7. Town Administrator's Report
8. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
9. Executive Session
 - a. Collective Bargaining
10. 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.

APPROVED
SEPTEMBER 20, 2022

BOARD OF SELECTMEN
TUESDAY, AUGUST 16, 2022
MEETING MINUTES

Attendance: Chair Kevin Morse, Tim Bonin, Mike Fitzpatrick, TA Matthew Wojcik, Lisa Freeman Executive Assistant.

Absent: Hal Davis

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

(0:07) Pledge of Allegiance

(0:25) Chairman Announcements

TA Wojcik read a letter sent in by Andrea Cortese. Mrs. Cortese wanted to thank all the members of the board and others for their friendship and support of the late David Cortese and family throughout the years.

(6:16) Citizen's Forum: NONE

1. (6:25) Public Hearing St. Dennis Church / Special One Day Liquor License – Possible Votes

(6:42) Motion to open the public hearing made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

Tom Descoteaux member of the Stewardship Committee at St. Dennis has filed the application for the license. They are holding a comedy fundraiser on 9/17/22 at St. Denis.

(8:12) Motion to grant the one-day liquor license made by Mike Fitzpatrick, seconded by Tim Bonin. All members in favor.

(8:57) Motion to close the public hearing made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

2. (9:18) Whitinsville Fish & Game / Special One Day Liquor License & One Day Entertainment License – Possible Votes

Two members of the Fish and & Game Club present at the meeting, this is for their annual event Family Fun Day event.

(10:20) Motion to grant the one-day liquor license and the one-day entertainment license made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

3. (11:46) Blackstone River Valley Greenway Challenge Race – Possible Votes

Heather Elster representative for the Blackstone River Greenway Challenge is present. DCR has been notified of the event through the State Forest and Fire Chief Kent Vinson is asking for a four-hour ALS detail.

(15:00) Motion to approve the road use as presented made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

4. (16:53) Easement Release of Douglas Property in Uxbridge (Parcel 15-1443) – Possible Votes
Board will skip over this agenda item.

5. (16:58) ARPA Discussion – Possible Votes

Chairman Morse presented an ARPA proposal on behalf of the Adult Social Center for a bus or van. The center has been running into issues with getting seniors to doctors' appointments in Milford because elder bus currently does not offer transportation to Milford. The proposal is for the acquisition of a handicap accessible bus for 8 to 10 passengers. Along with doctors' appointments some of the seniors do not have transportation to get to and from the Adult

Social Center itself to utilize the services. This will enhance participation and provide a valuable service to the senior community. The estimated cost is \$44k for the vehicle, additional costs would be staffing to drive the bus, maintenance & repairs, and insurance. Mr. Fitzpatrick asked TA Wojcik if this is something that could be incorporated into the special needs program. TA. Wojcik stated that the question must be looked into with more detail. The school buses cannot be used for any other use besides for the school, and he is not entirely sure if the town had a bus through the special needs program if it could be utilized for other activities. TA Wojcik does believe from previous experience with that program that the bus driver that is transporting special needs students must have special qualifications above and beyond a normal driver's license. TA Wojcik stated that it is worth looking into but cannot give a firm answer.

6. (23:00) Approve Minutes for July 5, 2022, July 19, 2022, & July 19, 2022 executive session minutes– Possible Votes

(24:08) Motion to approve the July 5, 2022, meeting minutes as presented made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

(26:10) Motion to approve the July 19, 2022, meeting minutes as presented made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

(26:57) Motion to approve the executive session July 19, 2022, meeting minutes and retain all made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.

7. (27:17) Town Administrator's Report

TA Wojcik stated that the winter promises to have high energy prices, so for those residents that are not currently taking advantage of the town electric aggregate program they should call the selectmen's office and obtain information for assistance.

The state is now in a category 3 drought and certain staff members have met as an emergency management team to discuss what might need to be done if conditions continue on the same path and we end up in a deep-water shortage going through the fall. If any residents are finding that they are unable to get water from their wells in this situation to contact the town and you will receive help. TA Wojcik also wanted to make residents aware of the current situation with the drought, wind, and the low humidity that any kind of fire can be extremely dangerous and ask that residents wait a few weeks to have camp fires, even small fires for roasting hotdogs and marshmallows. If someone has a fire and it gets out of control and damages someone else's property that person is liable for the damages.

In the next week the Sewer Department is handing out pamphlets at houses because they are going to be smoke testing the sewer lines around town to determine leaks and where there is infiltration from illegal connections.

Water Project update: residents will notice that CJP has picked up their equipment and moved onto their next project meaning the water portion of the project is now done. TA Wojcik is optimistic that they are going to come in slightly under budget for this part of the project and the deadlines were hit with the private development partners and are very pleased.

TA Wojcik is finishing up the final numbers on the ARPA Premium Pay Proposal memo that will now be sent to the consultant and to Jeanne Lovett for review. The board had capped the pay at \$250k which translates into an average premium pay of around \$3,400.

TA Wojcik put the finishing touches on his first compensation table reform proposal and will be breaking up into smaller groups, so it is easier to process through. The goal is to implement the new tables for FY24 and present at spring town meeting. The budget would reflect the new compensation tables approved by town meeting in the fall.

Update on the radio project: TA Wojcik has been in contact with American Tower and there is a conversation about trying to finish the American Towers component of this project by the end of the week, and if that happens the install will start moving quickly after that.

Other updates: generator bids will be open tomorrow for the municipal center.

Paving bids have come in and the lowest bidder, Harshaw out of Uxbridge was around \$960k and was within the town's budget of over 1 million.

The day tank bid is out and we have a successful bidder, TA Wojcik is just waiting to sign the contract.

The town has taken the quote on curbside pickup as far they can. The cost for the curbside pickup excluding the one-time upfront cost for the bins is very close to the same cost to run the Transfer Station. It is worth the consideration and continued research on the program for the town. Selectman Bonin stated that he feels that the narrow winding roads make it not feasible in his opinion.

EDA grant: the town has accepted the grant and sent back all the necessary paperwork. We are getting ready for a conference call to establish the federal procurement rules so that we can go to bid for the sewer portion. The finance director is advising that it is in the town's best interest to retain the services of a consultant in order to keep ARPA, the towns existing projects, EDA, and the ongoing operations of the town straight. TA Wojcik is going to find out if a consultant service can be paid out of the grant itself.

TA Wojcik spoke about the budget, permit fees and new growth due to the new building projects and that those will all impact a revenue bump at the end of FY23.

8. **(53:39) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting: NONE**
9. **(53:50) Executive Session**
 - a. **Collective Bargaining**
(53:55) Mr. Bonin made a motion to go into Executive Session for the purpose of Collective Bargaining and to return to Regular Session for the purpose of adjournment. Mr. Fitzpatrick seconded the motion, all in favor. Roll call vote: Mike Fitzpatrick, Tim Bonin, and Kevin Morse, all in favor.
10. **Adjournment: Mr. Fitzpatrick made a motion at 8:38 pm to leave Executive Session and return to Regular Session for the purpose of adjournment. Mr. Bonin seconded the motion. All in favor. Roll call vote: Fitzpatrick – aye, Morse – aye, Bonin – aye.**

Respectfully submitted,



Stephenie Gosselin

Recording Secretary