

**Board of Selectmen Agenda  
Municipal Center Resource Room  
Tuesday September 6, 2022**

**6:30 PM**

- Call to Order
- Pledge of Allegiance

**14. Joint Executive Session with School Superintendent and School Business & Operations Manager – Municipal Center Community Room**

**a. To discuss the deployment of or strategy regarding security personnel or devices.**

**7:00 PM**

- Chairman Announcements
- Citizen's Forum

1. Public Hearing Octoberfest Committee / Special One Day Liquor License – Possible Votes

2. Midstate Massive Ultra Trail Race 2022 Road Use – Possible Votes

3. Proclamation Recognizing September as Childhood Cancer Awareness Month in Douglas – Possible Votes

**7:15 PM**

4. Public Hearing (2) Pole Petitions / Oak Street – Possible Votes

5. Open STM Warrant & Review Timeline – Possible Votes

6. Highway Department On-Call Policy (1<sup>st</sup> Read) – Possible Votes

7. Call Firefighter Pay Reform Proposal – Possible Votes

8. ARPA Discussion – Possible Votes

- Bus for the Adult Social Center – Possible Votes
- FD Cruisers – Possible Votes
- Phone System – Possible Votes

9. Ratify Contract for Town Accountant/Finance Director Jeanne Lovett – Possible Votes

10. Discussion of Earth Removal By-Law – Possible Votes

11. Approve Minutes – Possible Votes

12. Town Administrator's Report

13. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

14. Executive Session

**b. To conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel.**

**c. Collective Bargaining**

15. 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, SEPTEMBER 6, 2022  
MEETING MINUTES

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

Chair Kevin Morse calls meeting to order at 6:30pm.

(6:31pm) Pledge of Allegiance

14. a(6:32pm) Motion made by Mr. Bonin to enter in Joint Executive Session with the School Superintendent and School Business & Operations Manager in the Municipal Center Community Room to discuss the deployment of or strategy regarding security personnel or devices, Mr. Fitzpatrick Seconded, all in favor, Roll Call Vote: Fitzpatrick – aye, Bonin – aye, Davis – aye, Morse – aye.

(7:02pm) Motion made by Mr. Bonin to reconvene Open Session in the Resource Room, Mr. Davis seconded, all in favor, Roll Call Vote: Fitzpatrick – aye, Bonin – aye, Davis – aye, Morse – aye

(0:05) Chairman Announcements: NONE

(0:09) Citizen's Forum: NONE

1. (0:16) Public Hearing Octoberfest Committee / Special One Day Liquor License – Possible Votes  
(0:25) Motion to open the public hearing made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.  
Chairman Tony St.Pierre of the Octoberfest Committee explains they do this every year at the Octoberfest, and they have a craft brewer from a local brewery The Historical Society agrees to allow the Octoberfest Committee to use the grounds behind Jenkin's store for the beer garden. All paperwork has been received by the Selectmen's office, as well as and liquor liability insurance.  
(1:55) Motion to close the public hearing made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.  
(2:06) Motion to approve the special one-day liquor license made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.
2. (2:32) Midstate Massive Ultra Trail Race 2022 Road Use – Possible Votes  
Andy Marx has joined remotely to answer any questions. The Police Chief has no concerns, and the Fire Chief is not requiring an EMS detail for this event.  
(5:22) Motion to allow road use for the race made by Tim Bonin, seconded by Mike Fitzpatrick. All members in favor.
3. (5:50) Proclamation Recognizing September as Childhood Cancer Awareness Month in Douglas – Possible Votes  
(6:10) Motion for approval of recognition for the month of September to be childhood cancer awareness month in the Town of Douglas made by Hal Davis, seconded by Tim Bonin. All members in favor.  
The proclamation is as follows; whereas the American cancer fund for children and kids cancer connection report cancer is the leading cause of death by disease among U.S. between infancy and age 15. This tragic disease is detected in more than 16k of our countries young people

every year and an estimated 400k children and adolescents are diagnosed with cancer globally each year and whereas 1 in 5 of our nation's children loses his or her battle with cancer many infants, children, and teens will suffer from long-term effects of comprehensive treatment including secondary cancers and whereas founded nearly 30 years ago by Stephen Firestein, a member of the philanthropic Max Factor cosmetics family, The American Cancer Fund for Children Inc., Kids Cancer Connection Inc., and The Lions Clubs International are dedicated to helping these children and their families. And whereas the American Cancer Fund for Children and Kids Cancer Connection provide a variety of vital patient psychosocial services to children undergoing cancer treatment at UMass Memorial Children's Medical Center in Worcester, Boston's Children's Hospital, Tufts Children's Hospital, Shriners Children's Boston, Dana Farber Children's Cancer Center, Mass General Hospital for Children, as well as participating hospitals throughout the country, thereby enhancing the life and quality of the life of these children and their families and whereas the American Cancer fund for Children and Kids Cancer Connection also sponsor toy distributions, laughternoon. Laughter is healthy positive appearance programs pet assisted therapy, KCC supercar experience and educational programs and hospital celebrations in honor of a child's determination a bravery to fight the battle against childhood cancer. We hereby resolve and do proclaim by unanimous vote of the board of selectmen and the support of the people of Douglas recognizing the month of September as Childhood Cancer Awareness Month.

**4. (10:45) Public Hearing (2) Pole Petitions / Oak Street – Possible Votes**

**(10:50) Motion to open public hearing made by Mike Fitzpatrick, seconded by Tim Bonin. All members in favor.**

National Grid representative present for the discussion of the installation and replacement of poles on Oak Street. Mike Zwicker 46 Oak Street states that the abutter at 46, and other abutters from 50, and 45 oppose the work with pole 20. The abutters are asking the pole be left alone and another pole be added across the street. The proposed work to pole 20 will cause some safety issues for the resident with the pole on his property. The National Grid rep stated that they had decided to keep the original plan and put a guide wire on pole 20 because it was a better option for design and putting a pole across the street would involve adding three new guide wires. The Board discussed having National Grid revise the plan with the suggested pole located across street. Chair Kevin Morse requested that National Grid do a site visit with the Highway Superintendent and see what the impact the design would be on snow removal. Mr. Fitzpatrick stated that the downfall to waiting for a redesign to add a pole is that now it must go back in front of the Planning Board because part of a stone wall may have to be relocated, and it puts the project off for that much longer for Blue Wave to be able to finish the solar project.

**(30:25) Motion to table any action on pole 20 until seeing the redesign made by Hal Davis, seconded by Tim Bonin.**

Mr. Fitzpatrick requested having an update at the Boards next meeting to help move the project along. Mr. Benoit / Community Development stated that he will talk to the Planning Board and ask if alterations to the stone wall will affect their decision that is already rendered and get that answer back to the Select Board. He will also see if a representative from Blue Wave Solar can be at the next meeting, as there may need to be an amendment with the scenic road permit. **All members in favor.**

**5. (33:46) Open STM Warrant & Review Timeline – Possible Votes**

**(34:05) Motion to open the STM warrant made by Mike Fitzpatrick, seconded by Tim Bonin. All members in favor.**

TA Wojcik would like to let the public know that this town meeting will have quit a few articles to be voted on, and resident participation is strongly encouraged.

**6. (35:50) Highway Department On-Call Policy (1<sup>st</sup> Read) – Possible Votes**

The Highway Superintendent is requesting this policy be put in place to ultimately spread out the on-call response to more than just himself and the working foreman. Jeanne Lovett Finance

Director stated that she is going to revise the on-call scheduling to match the current 2-week start and stop to the pay schedule, which will be reflected in the 2<sup>nd</sup> draft reading.

**7. (41:36) Call Firefighter Pay Reform Proposal – Possible Votes**

TA Wojcik stated nothing has changed since the last meeting and stated that is ready for public consumption and review. TA Wojcik's request is that the Board refer this to the Personnel Board for further inquiry and the recommendation for fall town meeting in November so that it can reflect budget changes for FY24.

**(46:36) Motion to refer proposal to the Personnel Board for their recommendation made by Tim Bonin, seconded by Hal Davis. All members in favor.**

**8. (47:00) ARPA Discussion – Possible Votes**

**• (47:15) Bus for the Adult Social Center – Possible Votes**

Chair Kevin Morse stated that he has received multiple letters of support for the purchase of this bus. He also stated that the town has a commitment from State Senator Ryan Fattman pending appropriation from the state based off their budget for next year, and he is willing to donate \$54k towards a bus for the Adult Social Center. Mr. Fitzpatrick was wondering why Patrice didn't come before Board to present this. There are questions he has regarding back to 2010 when there was a joint relationship with the town of Sutton. Sutton was the host community with a bus they had gotten at that time, and he would like to know what happened to that agreement and why it isn't still available? Mr. Fitzpatrick would also like to know what the cost for the town would be budget wise, and whether there will need to be additional staffing, or if another vendor is going to provide that service. Mr. Morse stated that there will be the cost of an additional Adult Social Center employee, and the cost of insurance and maintenance. The intent of the Adult Social Center is to charge a fee that would off-set the cost of these additional budget expenses. Mr. Fitzpatrick stated that he would still like to have Patrice come in so that they can gather more information on this before it's voted on to purchase one. Mr. Davis agrees that he would like to know more information about it as well. The bus shared with Sutton was cut back because the town had run into financial hardship and that was just low hanging fruit at the time. There was discussion about why use ARPA funds for this and not the Adult Social Center budget?

Discussion on reaching out to other surrounding towns to see if there is another community opportunity to combine this type of service. The Board will hold off on the vote for this until the next meeting to ask more questions and gain more information. No Vote Taken.

**• (59:50) FD Cruisers – Possible Votes**

Chief Vinson and Assistant Chief Manning are present to go over their proposal, which is to replace one vehicle and hand down the second vehicle, or replace both vehicles. Chief Vinson went over the needs and the current conditions of the vehicles with Board. Chief Vinson's vehicle is approaching 9 years old and Assistant Chief Manning uses her personal vehicle. They are looking to replace Chief Vinson's vehicle and down grade his to use for transporting members to training, save on mileage reimbursements, and get a town vehicle for Assistant Chief Manning that would also save on her mileage reimbursements. They need larger vehicles to carry all their needed equipment, and have the ability to tow other pieces of equipment properly. No Vote Taken.

**• (1:29:46) Phone System – Possible Votes**

TA Wojcik states there is some equipment in the police department that is obsolete and needs to be replaced because it is no longer serviced by the industry. Another issue is the high school phone system needs to be replaced as well. The Superintendent of Schools reached out to TA Wojcik and proposed doing a town-wide phone system with the same vendor, he would like to have one vendor supply all the needs of the departments with the phones. The proposal for the school is a one-time charge of \$25k and annual \$24k, and for the town a one-time charge of \$7k and annual \$10k. No Vote Taken.

9. (1:44:40) Ratify Contract for Town Accountant/Finance Director Jeanne Lovett – Possible Votes

Passed Over

10. (1:44:47) Discussion of Earth Removal By-Law – Possible Votes

Matthew Benoit / Community Development Director and Ken Frasier / Building Commissioner are presenting their proposal of modifications to the earth removal zoning by-law section 6.1. Town Counsel has recommended that it be moved to the general by-laws section. The purpose in this change is to clear up any gray areas of interpretation. The Board members discussed the different options of the modifications to the by-laws, and stated that they will have their determination of this by the next meeting.

11. (2:03:31) Approval Minutes - Possible Votes

(2:03:56) Motion to approve the Executive Session minutes of August 16, 2022, and retain made by Mike Fitzpatrick, seconded by Tim Bonin. All members in favor.

12. (2:04:14) Town Administrator's Report

Next week Bob Minarik and TA Wojcik will be going to Boston to have a meeting with the Attorney General's office regarding the town's petition to the Department of Public Utilities to grant a franchise to Eversource to provide natural gas in the town of Douglas and will update the Board on the context of that meeting.

TA Wojcik also wanted to answer some questions about the renovations to his office. He is doing some painting and other small renovations at his own expense, the office has not had anything done to it a very long time, and there were no taxpayer dollars used for this project. The governor signed the marijuana reform bill into law, and it significantly changes the approaches that municipalities must take.

13. (2:14:25) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting.

Mike Fitzpatrick thought that it was important to acknowledge the efforts of the Town Administrator, Bob Sullivan, Matt Benoit, and few others that have been noticed on social media for the commitment to get the economic development going within town.

14. Executive Session

(2:17:35) Motion to move into Executive Session for the purpose to conduct strategy sessions in preparation for negotiations with non-union personnel or to conduct collective bargaining sessions or contract negotiations with non-union personnel and collective bargaining and to leave executive session for the sole purpose of adjournment made by Tim Bonin, seconded by Hal Davis. All members in favor.

15. Adjournment

Mr. Fitzpatrick made a motion at 10:06pm 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, Davis – aye, Morse – aye, Bonin – aye.

Respectfully submitted,



Stephenie Gosselin

Recording Secretary