

**Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, October 18, 2022**

7:00 PM

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

1. Public Hearing Pole Petition /123 Gilboa Street – Possible Votes
2. Appointments for Board of Health – Possible Votes
 - David Balbi
 - Maryellen Brisbois
3. Review & Sign State Election Warrant – Possible Votes
4. Approve & Sign STM Warrant – Possible Votes
5. ARPA Discussion – Possible Votes
 - Feedback from CLA on ARPA Department Requests
 - Prioritize ARPA Department Request Listing
 - Discussion on Funding Sources for Adult Social Center Bus
6. Update on Town Goals – Possible Votes
7. Approve Minutes – Possible Votes
8. Town Administrator's Report
9. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
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.

BOARD OF SELECTMEN
TUESDAY, OCTOBER 18, 2022
MEETING MINUTES

Attendance: Chair Kevin Morse (remotely), Vice Chair Mike Fitzpatrick, Tim Bonin, Hal Davis, and Town Administrator Matt Wojcik.

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

(0:08) Pledge of Allegiance

(0:33) Chairman Announcements:

Selectmen Bonin has an announcement from the Board of Health regarding mattress and textile recycling. New state rules require mattresses and textiles to be kept out of the trash so they can be recycled or donated for reuse. Effective November 1, 2022 mattresses and textiles can no longer be thrown in the trash. Residents can bring mattresses and box springs to Berkowitz Trucking in Whitinsville, MA and there is a fee for disposal. The Webster transfer station also accepts these with a fee for the disposal, and the Central Mass Housing Alliance located in Worcester does as well. Textiles which include clothes, shoes, linens, towels, curtains, and other cloth accessories can be disposed of in the textile recycle center located in the recycle area of the transfer station. Residents wanting more information can visit the town website, or call the Board of Health Department directly.

(2:05) Citizen's Forum: NONE

1. (2:16) Public Hearing Pole Petition / 123 Gilboa Street – Possible Votes

(2:20) Motion to open the public hearing made by Mike Fitzpatrick, seconded by Hal Davis.

Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

Michael Parent a senior designer with National Grid was present to speak about the pole petitions. Mr. Parent stated that this work is to be done because of bridge work for the new building located off Gilboa Street, and the poles are to be temporarily moved to the other side of the street. He is not positive but is assuming that after the project is complete that the poles will go back to where they were, but another petition will be submitted for that work.

(5:50) Motion to close the public hearing made by Hal Davis, seconded by Mike Fitzpatrick.

Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

(6:25) Motion to approve the pole petition as presented made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

2. (7:07) Appointments for Board of Health – Possible Votes

(8:15) David Balbi – Mr. Balbi works for the Rhode Island Department of Health in the center for emergency preparedness and response as the training and exercise director. He and his wife helped the town nurse during COVID, and he was approached and asked if he would like to serve on the Board of Health and he agreed.

(9:43) Motion to approve Mr. Balbi as member of the Board of Health for a term of 3 years made by Tim Bonin, seconded by Hal Davis. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

(10:30) Maryellen Brisbois – Ms. Brisbois is having difficulty connecting remotely. Vice Chair Fitzpatrick in reviewing her application thinks she is well skilled to serve in that capacity. She has connected successfully and stated that she has lived in town since 1997, and someone from the Board of Health contacted her requesting that she submits an application, and she is very

interested in the position. She works as a public health nurse, and she also teaches within the community of public health at UMass Dartmouth.

(12:10) Motion to appoint Maryellen Brisbois to a 3-year term as a member of the Board of Health made by Mike Fitzpatrick, seconded by Hal Davis. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

3. **(13:35) Review & Sign State Election Warrant – Possible Votes**

(13:57) Motion to sign the state election warrant being held on November 8, 2022, made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

4. **(14:25) Approve & Sign STM Warrant – Possible Votes**

(15:40) Motion to approve and sign the Special Town Meeting Warrant made by Mike Fitzpatrick, seconded by Hal Davis. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

5. **(17:10) ARPA Discussion – Possible Votes**

(18:05) Feedback from CLA on ARPA Department Requests

CLA is the town's new ARPA consultant and they were given all of the department proposals to review for eligibility under ARPA. They have come back with a written opinion that TA Wojcik will forward to the board members. Their review states virtually all the projects proposed by the various departments are eligible under ARPA because the town received less than 10 million dollars, and the town may treat all ARPA funds as "revenue replacement". The only one in question is building the access road to connect the two schools, and they are still reviewing that. Bob Sullivan spoke about the importance of doing the water/sewer project with the ARPA funds because there are pipes that have had to have work done on them multiple times and to use taxpayers' money it will take too long to get the projects done. The 1st proposal is for Main Street, Franklin Street, and Church Street. If they can do it as a joint project with the ARPA funds and take out a loan, they can do both water and sewer at the same time. One of the options for a loan is with the State Revolving Fund. The total cost of the project is a little over 2 million and Mr. Sullivan would take whatever amount of ARPA funds the board would give towards the project. The 2nd proposal is for Depot Street which would include an upgrade to the town hall so that they can install sprinklers on the second floor of the municipal center and be able to utilize that space. TA Wojcik discussed with Mr. Sullivan proposing 1.5 million for the water/sewer project from ARPA and getting a loan for the remaining amount. TA Wojcik also mentioned that with the water/sewer projects also comes paving, so with the Main Street project the majority of route 16 will need to be paved once completed.

(40:13) Prioritize ARPA Department Request Listing

TA Wojcik listed the order of priority of the project proposals:

- Security for the school buildings
- Roof on lobby/elevator area of the municipal Center estimated at \$19,850
- HVAC - Fire Department
- HVAC – Municipal Center
- Phone systems for schools and municipal departments estimated cost of \$32k, with an increase in budget of about \$34k a year.
- Town Clerk – climate control in the storage space
- One command vehicle for Fire/Ambulance Department
- Adult Social Center bus

TA Wojcik would like to ask the Board to approve the phone project tonight so they can sign those contracts and get the project started. Chairman Morse asked if there were any other departments included in this. TA Wojcik and the board discussed the possibility of being able to add departments like fire and highway onto the project and decided to not to exceed \$40k.

(53:23) Motion to authorize the Town Administrator to use ARPA funds up to the amount of \$40k to replace the phone system town wide made by Mike Fitzpatrick, seconded by Hal Davis. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

There is another project that TA Wojcik is looking for the board to approve tonight which is a component of the fire headquarters electrical design project which is engineering design for the new mechanical system for the HVAC being able to be installed when that happens.

(1:07:05) Motion to authorize the Town Administrator to use \$8500 for the engineering design component of the Fire Department HVAC system made by Tim Bonin, seconded by Mike Fitzpatrick. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

Mr. Bonin would like to pursue and get a definitive answer on the access road between the schools.

Discussion on Funding Sources for Adult Social Center Bus – no discussion.

6. (1:08:23) Update on Town Goals – Possible Votes

Chairman Morse shared that he would like to see a new highway barn built. One of the goals TA Wojcik has on the list is utility service to the town and would like to explore what it would take the municipality to put itself in a position to own and operate solar fields in a micro grid setting so as to not plug into the grid. Establishing a municipal light and power system for town would potentially save the residents money along with helping the town financially. The rest of the goals are contract negotiations evaluations and what the goals are for the town for the next year. TA Wojcik will email the list to the board members so that they can make decisions by the end of November. Mr. Davis mentioned he would like to see the revitalization of downtown added to the goals.

7. (1:16:50) Approve Minutes – Possible Votes

Passed over, no minutes available to review.

8. (1:17:00) Town Administrator's Report

The division of local services at the state level certified the town with 2.48 million dollars of free cash. This is the lowest it has been in three years, but it is still the third highest it has been in ten years. Town meeting is reinvesting in the town and capital expenditures are largely funded through free cash, so it's used as a vehicle to improve the town. The important goal is to keep the running percentage of the general operating budget represented by either free cash or stabilization, or a combination of either at a healthy level to support strong bonding. TA Wojcik explained that what is missing from the free cash certification is the surplus generated by our health insurance plan. TA Wojcik and Jeanne Lovett are trying to work out the mechanism for the transfer of those funds back to the town and how the DLS wants them to handle that which should close to the general fund. The 2.48 million free cash certification means that the town will have a capital budget at spring town meeting, but the difference this year is that the town won't be looking for a fire engine, which was a cost of \$700,000.

9. (1:25:22) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting: NONE

10. (1:25:38) Adjournment

Motion to adjourn the meeting made by Mike Fitzpatrick, seconded by Tim Bonin. Roll call vote – Mike Fitzpatrick, Tim Bonin, Hal Davis, Kevin Morse all in favor.

Respectfully submitted,



Stephenie Gosselin
Recording Secretary