

**Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, April 4, 2023**

7:00 PM

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

7:05 PM

1. Public Hearing / Layout of Public Ways for Stonegate / Cobblestone Lane & Meetinghouse Lane – Possible Votes
2. Discussion with Pickle Ball League Regarding Painting the Basketball Courts – Possible Votes
3. Town Meeting Discussion with Moderator & Town Clerk – Possible Votes
4. Vote on Public Safety Compensation Chart, Miscellaneous Compensation Chart, & Legacy Agreement Positions Chart
5. Review & Sign ATM & STM Warrants – Possible Votes
6. Grant Acceptance – Possible Votes
 - FD – EMPG Grant
7. ARPA Re-Vote for W/S Depot Street Project & CLA Consultants – Possible Votes
8. Meeting Minutes – Possible Votes
9. Douglas Electricity Aggregation Program Update – Possible Votes
10. Town Administrator's Report
11. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
12. Executive Session
 - a. Contract Negotiations
13. 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 4, 2023
MEETING MINUTES

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

Absent: Tim Bonin

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

(0:07 TS) Pledge of Allegiance

(0:30 TS) Chairman Announcements: NONE

(0:32 TS) Citizen's Forum: NONE

1. (3:50 TS) 7:05 PM Public Hearing: Layout of Public Ways for Stonegate / Cobblestone Lane & Meetinghouse Lane – Possible Votes

(4:00 TS) Motion to open the public hearing made by Hal Davis, 2nd by Mike Fitzpatrick. All members in favor.

Matt Benoit the Community Development Director stated that the roadways have been completed for about 5 years, the son of the owner who inherited the last steps of this project and brought it to Mr. Benoit's attention that there were two roadways not public ways yet and the town had an engineer look at the sight and there were a couple of minor changes that needed to be made and those have been satisfied. Henry Lane the applicant's attorney stated that there are a couple of minor title issues that must be resolved, when they originally did the subdivision, they didn't reserve the rights correctly. Attorney has the deed and the legal description done, they just need to get some signoffs from abutters, and he is hoping and will try to have this all buttoned up by town meeting. Mr. Fitzpatrick suggested leaving it on the warrant and if they don't have the documents in time they can just pass over it at town meeting, and he would like to hear from Town Council if he thinks there are any issues by not having the documents after they approve it.

(10:35 TS) Motion to close the public hearing made by Mike Fitzpatrick, 2nd by Hal Davis. All members in favor.

This will be on the next agenda and after feedback from Town Council the board will vote on it.

2. (11:40 TS) Discussion with Pickle Ball League Regarding Painting the Basketball Courts – Possible Votes

Some members of the Douglas Pickle Ball Club are present to discuss their proposal to paint permanent pickle ball lines in the gym and on the outside court as well, and this would be self-funded, and they are looking for the board's approval to go forward. They have spoken to Ryan Hogan, the chair of the Recreation Commission, and are working with him to choose a color. They handed out a picture of the proposal to the board. They have been working with Mr. Hogan on scheduling time so as not to interfere with the basketball schedules, they would also like to get a letter of approval for certain time slots for the use of the outside court. Mr. Fitzpatrick asked how many days during the week they would be looking to schedule, and they stated about 3. Mr. Fitzpatrick raised the concern of parking because it is limited due to the

parking lot being shared with the police station and town hall employees and residents coming to town hall. Mr. Fitzpatrick asked Mr. Hogan if he foresees any issues with the outside court and kids being able to play basketball and Mr. Hogan responded that he doesn't think there would be any issues. The Pickle Ball Club is also looking into putting some netting up to catch the balls and getting pricing for that. They have the opportunity to possibly get an inmate work crew from the minimum security in Shirley to help clean up the grounds around the court would like to get approval to be able to do that. The Board stated that they do not have any issues with that but to get approval through the Town Administrator.

(24:13 TS) Motion to approve the request to paint additional lines on the indoor and outdoor courts at the municipal center alongside the Recreation Commission made by Hal Davis, 2nd by Mike Fitzpatrick. All members in favor.

3. (25:00 TS) Town Meeting Discussion with Moderator & Town Clerk – Possible Votes

The board passed over this agenda item.

4. (25:35 TS) Vote on Public Safety Compensation Chart, Miscellaneous Compensation Chart, & Legacy Agreement Positions Chart.

At the last Select board meeting they voted the compensation reform package as it stood at that time with the full-time positions: management, office assistant and public maintenance. The miscellaneous employees would be seasonal employees, temporary employees or other special employees that would include election workers, transfer station employees. TA Wojcik took the state minimum wage and added a 2% COLA so the town's minimum would be \$15.30 per hour, and it went from 5 grades to 4. TA Wojcik is asking the board to revote the call firefighter chart because it needed to be updated, and this is the spot where he put the public nurse salary and last year it was at \$40/hour and this year there was a 6% raise to make it \$42.40/hour. The dispatchers will not be reflected in a chart, it will be reflected in individual positions that Union is in the process of negotiating with the town there is no question that they are underpaid and would like to catch them up. Chief Miglionico suggested starting by putting a COLA of 6% in the budget which is what TA Wojcik did, until they get moved out of the public safety budget and given their own Union contract with their own grid. As soon as the collective bargaining agreement is finished then they will do a retro and put it on town meeting for the fall for ratification. In regard to the Legacy Agreement Positions the Legislature passed the Special Act that created the Town Administrator and Finance Director positions as they stand now and also changes to the Finance Department, the tax collector went from an elected position to an appointed position. The comp reform table moved this position from the management table to the office assistant table at the highest grade and pay the 2% COLA and the same goes for the Conservation Agent.

(33:45 TS) Motion to approve the changes as presented made by Mike Fitzpatrick, 2nd by Hal Davis. All members in favor.

5. (34:00 TS) Review & Sign ATM & STM Warrants – Possible Votes

Special Town Meeting

- Article 1 – Budget transfers and amendments
- Article 2 – Snow and Ice account transfer
- Article 3 – Prior year bills
- Article 4 – Police cruisers

The proposal is instead of using the operating budget to purchase the two cruisers they would put them on the special and use free cash to purchase them and take the \$115k in the operating budget that would have been used to purchase them will almost offset the transfer of free cash in the operating budget, and this will allow Chief Miglionico to be able to purchase the cruisers when he has the opportunity instead of having to wait till July 1

- Article 5 – Fire command vehicle

TA Wojcik stated that they decided to put this on the special along with the police cruisers, to keep the vehicle purchases together.

(42:20 TS) Annual Town Meeting

- Article 1 – Town Report
- Article 2 – FY24 Budget

This year the primary initiative was compensation reform that was approved by the board at the last meeting. TA Wojcik is still waiting for one last number which is the property & casualty from MIIA, but as of right now the budget is balanced at \$33.477 million of which 19.3 will be raised from the levy. The new growth is set at a conservative estimate of 250k, there is about 2 million in excluded debt which is included in the budget, 2 million in local receipts, the next 10.2 million is raised from state aid and about 8.9 million of that is Chapter 70 and that is offset by choice by a negative 0.4, taking ½ million from other funds including about \$385K from ambulance restricted receipts, and hold about 0.1 million for the overlay.

- a) General Government - \$2 million
- b) Public Safety - \$3.7 million
- c) Public Works - \$1.2 million
- d) Health and Human Services – a little over \$300k
- e) Culture and Recreation – a little over \$300k
- f) Douglas Public Schools including bus contract - \$16.7 million
- g) BVT - \$1.6 million
- h) Norfolk Aggie – about \$350k
- i) Insurance Employee Benefits & Court judgements- \$5.3 million
- j) Debt Service - \$2 million

The Total change from FY23 was \$620,901.00. TA Wojcik went line by line for salaries amounts and changes.

- Article 3 – Salaries of elected officials
- Article 4 – BVT
- Article 5 – Transfer Station Enterprise Fund
- Article 6 – Water/Sewer
- Article 7 – PEG Access
- Article 8 – Recurring Business

Ms. Lovett stated that because the town no longer has a town engineer on site they are using a 53G (used for outside consulting) instead of a 53 E ½ account and retaining the 53E ½ for conservation.

- Article 9 – Personal Bylaw
- Article 10 – Adoption of revised FY24-29 Capital Improvement Plan
- Article 11 – Zoning Bylaw
- Article 12 – Street Acceptance
- Article 13 – Sewer Asset Management Project

(1:05:42 TS) Motion to approve and sign the special and annual town meeting warrants made by Mike Fitzpatrick, 2nd by Hal Davis. All members in favor.

6. (1:06:50 TS) Grant Acceptance for FD – EMPG Grant – Possible Votes

This grant was awarded on January 9, 2023, for the purpose of purchasing ballistic gear for the fire department for \$2900.00.

(1:08:00 TS) Motion to accept the grant made by Mike Fitzpatrick, 2nd by Hal Davis. All members in favor.

7. (1:08:15 TS) ARPA Re-Vote for Water/Sewer Depot Street Project & CLA Consultants – Possible Votes

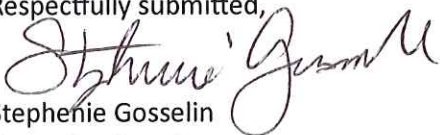
(1:08:30 TS) Motion to reduce the encumbrance by \$208,583.60 for the water/sewer Depot Street project and encumber \$4k for CLA Consultants made by Hal Davis, 2nd by Mike Fitzpatrick. All members in favor.

8. (1:09:08 TS) Meeting Minutes – Possible Votes
The board will hold off on voting on the minutes.
9. (1:10:50 TS) Douglas Electricity Aggregation Program Update – Possible Votes
The bids are going out late April and this is for the Douglas residents who opt in to receive the aggregation rates.
10. (1:17:35 TS) Open Session Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting. NONE
11. (1:17:50 TS) Executive Session
 - a. Contract Negotiations
The board will move executive session to the 18th for Mr. Bonin to be present.

Upcoming Meetings: April 18, 2023

(1:17:55 TS) Motion to adjourn the meeting made by Mike Fitzpatrick, 2nd by Hal Davis. All members in favor.

Respectfully submitted,


Stephenie Gosselin
Recording Secretary