

**Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, April 18, 2023**

7:00 PM

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

1. Follow-up for Layout of Public Ways – Stonegate / Cobblestone Lane & Meetinghouse Lane – Possible Votes
2. Town Meeting Discussion with Moderator & Town Clerk – Possible Votes
3. Annual Town Election Warrant – Possible Votes
4. Designate BOS Member to the Hazard Mitigation Committee – Possible Votes
5. Meeting Minutes – Possible Votes
6. Vote on MSHG Return of “Equity Buy-In”
7. Town Administrator's Report
8. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
9. Executive Session
 - a. Contract Negotiations - TA
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, APRIL 18, 2023
MEETING MINUTES

Attendance: Vice Chair Mike Fitzpatrick, Tim Bonin, Hal Davis, Matt Wojcik Town Administrator, Matt Benoit Community Development Director

Absent: Chair Kevin Morse

Vice Chair Mike Fitzpatrick called the meeting to order at 7:03 PM

(0:10 TS) Pledge of Allegiance

(0:40 TS) Chairman Announcements: NONE

(0:45 TS) Citizen's Forum: NONE

1. (0:55 TS) Follow-up Layout of Public Ways – Stonegate / Cobblestone Lane & Meetinghouse Lane – Possible Votes

Mr. Benoit met with the attorney representing the owner of the two cul-de-sacs that have been laid out for the Selectmen and the question was to go to Town Council to see if this could be executed without some of the items on the checklist. Mr. Benoit spoke to both Attorney Rich Bowen and Attorney Brian Winner and the process is to the layout of the road for the Selectmen to vote and approve then sign the Mylar (which is not provided yet) and record it before town meeting and then have town meeting vote whether they want to accept it as a town road, and then there is 180 days after that to get all the other items in order like easements and title etc. If the paperwork needed is not provided within 180 days, then the road stays a private way. Mr. Fitzpatrick stated that he is not comfortable accepting this without all the proper documents and he asked what if any burden would be on the applicant if this didn't get approved right now. Mr. Benoit stated that he would have to wait another year to get his bond and the town will most likely have to have him clean the catch basins again and have another peer review done which may add a financial burden to the applicant. The Board members discussed the approval vs the non-approval and decided it was too risky and too much of a burden on the town without having the proper documents in front of them to view and vote on. The Board chose not to take any action on this tonight.

2. (15:45 TS) Town Meeting Discussion with Moderator & Town Clerk – Possible Votes

The Town Moderator Keith Menard is present, the Town Clerk is not available this evening. Mr. Menard went over with the Board how he would like this year's meeting to go, he was not pleased with the way last year's meeting went and would like to find ways for the town meetings go more efficiently. He asked that the board to list who will be speaking on each article prior to the meeting. The process of Articles 1 – 3 will pretty much stay the same, articles 5-8 he will take them together and the rest of the warrant will probably as normal, with article 11 he thinks that having Mr. Benoit come up and give the proponent speech right away would be good. Mr. Menard asked Jeanne Lovett, the Finance Director about article 1 and the increase for Fin Com, and she stated that it was for the printing and postage of the flyer. He asked about the economic development in the special and Ms. Lovett stated that the increase is for wages and to get him to the end of this fiscal year and he is hourly now so anything not used will be turned back into free cash. The other question about economic development was about next years budget increase

and TA Wojcik stated that they are converting the position from hourly to a salary position. TA Wojcik stated that it is intended that this position will not be a permanent one, that 2 or 3 years down the road when the projects specific to this position are completed then they will not need this position any longer. TA Wojcik discussed the teachers and school department compensation contract and what the town was contributing for how long and how much, and his explanation of the previous agreement to help get the school into a better position financially after the town helping for a couple of years. There has been a misunderstanding between what the town agreed to with the school contract and what the school interpreted, and they are currently trying to work through another agreement on how to help the school with their budget issues. The Finance Committee did vote on the budget that TA Wojcik intended in the agreement made between the town and school. For article 9 Mr. Menard is asking for a slide to be shown at the town meeting and to give a proponent speech with this article.

3. (49:50 TS) Annual Town Election Warrant – Possible Votes
(50:15 TS) Motion to approve the warrant for the Annual Town Election made by Tim Bonin, 2nd by Hal Davis. The vote passed unanimously.
4. (50:40 TS) Designate BOS Member to the Hazard Mitigation Committee – Possible Votes
TA Wojcik stated that the Hazard Mitigation Plan is up for renewal, it must be renewed every 5 years.
(52:55 TS) Motion to appoint Kevin Morse to the Hazard Mitigation Committee made by Tim Bonin, 2nd by Hal Davis. The vote passed unanimously.
5. (53:35 TS) Designate BOS Member to the Internal Working Team for Building Design – Possible Votes
Mr. Fitzpatrick stated that he would volunteer for this position.
(54:55 TS) Motion to appoint Mike Fitzpatrick to the Internal Working Team for Building Design made by Tim Bonin, 2nd by Hal Davis. The vote passed unanimously.
6. (55:15 TS) Vote on MSHG – Massachusetts Strategic Health Group - Return of “Equity Buy-In”
When this group was established in 2019 there was not bank account so the 3 founding members all put in about 2 months’ worth of claims until they built a stable trust fund then equity funds would be returned, and Douglas put in \$227,370.00 from free cash and the town would like that back.
(58:05 TS) Motion to approve the return of the equity by-in of \$227,370.00 made by Hal Davis, 2nd by Tim Bonin. The vote passed unanimously.
7. (58:25 TS) Meeting Minutes – Possible Votes
(58:46 TS) Motion to approve the March 7, 2023, meeting minutes made by Tim Bonin, 2nd by Hal Davis. The vote passed unanimously.
8. (59:00 TS) Town Administrator’s Report
 - TA Wojcik would like to bring to the Board’s attention that the town is getting to that point with the installation of natural gas at the intersection of North Street and Gilboa Street where the public will feel it traffic wise and to ask the residence to be patient through this next construction phase of this project. Mr. Minarik and TA Wojcik are pushing very hard for the gas line installation to be under the sidewalk on North Street so that in the future the Wastewater manager prefers not to dig in the road with a gas pipe if he has to fix a water or wastewater pipe in the road.
 - There has been substantial progress being made on the construction of the bridge over the Mumford River, they are trying to match the bridge to what the existing dam is made of. In the late spring the new sewer pump station has to go in very close to that location and will make to keep communications so that this all works out.
 - The update on the finance committee meeting the other night with the superintendent and the school business manager and stated the lack of communication about the state of the school budget and that the school committee budget was never delivered to the town until that meeting, the day after the finance committee voted. TA Wojcik could not get a

definitive answer as to what is the factors as to why the budget is growing from the school committee and looking over the budget and all the numbers it was not adding up for the number the school was stating they needed for their budget. TA Wojcik stated that there is some work to be done and is inclined to be steadfast in his original assessment and agreement and thinks that there are some drivers in the school budget that have nothing to do with the teacher contract. But on the flip side TA Wojcik stated that it is necessary for the town to step up and help out with some of those expenses because if they are legally required services then the town must provide them. TA Wojcik's hope is that in the future communication can be more transparent and not last-minute scrambling.

- The town took delivery of 2 trailers today at the fire station to mitigate air quality issues in the fire station for a temporary measure, progress has been made this week on getting to plan to use the ARPA funds to upgrade the HVAC system in the fire station. They are looking at a turnaround time of 18 to 24 months, and TA Wojcik hopes to get the trailers out of there in 12 months.

9. (1:10:00 TS) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

Mr. Bonin stated that the brown house by the cemetery and the VFW has a big hole in it now. Mr. Fitzpatrick stated that they are hopeful that they can get his project on the capital list in the next year or two and get rid of it.


10. (1:12:00 TS) Executive Session

a. Contract Negotiations – Town Administrator

The Board discussed whether to go into executive session without Kevin Morse being present, and Mr. Fitzpatrick stated that Mr. Morse said he could be available by phone for executive session. The Board feels they should meet as a full group to go over the contract and will individually review it before they meet again to vote on it.

11. (1:19:10 TS) Motion to adjourn the meeting made by Hal Davis, 2nd by Tim Bonin. The vote passed unanimously.

Respectfully submitted,



Stephenie Gosselin
Recording Secretary