

**Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, May 16, 2023**

7:00 PM

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

1. Welcome & Introduce New Select Board Members & Reorganization – Possible Votes
2. Annual Meeting with DCR – Possible Votes
3. Town Right of Way-Fence Request / 148 Webster Street – Possible Votes
4. Select Board Letter of Support for MASSWORKS Grant Application - Possible Votes
5. Review Stantec Design for Line Painting NW Main St. / Wallis St. – Possible Votes
6. Introduction & Discussion on the Regional Mumford River MVP 2.0 Grant – Possible Votes
7. Review Annual Appointments Effective 7/1/2023 – Possible Votes
8. Review Meeting Minutes – Possible Votes
9. Ratify Public Safety Dispatchers Comp. Chart MOA – 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 – Town Administrator
 - b. Contract Negotiations – Dispatchers
13. Adjournment

For Remote Participation Video Conferencing and Screen Sharing go to:

<https://spaces.avayacloud.com/spaces/5f9987c5eb92adfe8cd27f86>

Dial in Number, +1 855-378-8822 US (Toll Free), Space ID: 366-242-115, Password: 123456

If you do not have a camera and microphone on your computer, you will be prompted to dial in and will default into the browser as a screen share only participant. There is no client required for people to participate, all they need to do is go to the URL listed above or Dial In via the 855 number and enter the Meeting ID

Note: Times are estimates unless denoted as a Hearing.

The Town of Douglas is an equal opportunity provider and employer.

BOARD OF SELECTMEN
TUESDAY, MAY 16, 2023
MEETING MINUTES

Attendance: Chair Kevin Morse, Vice Chair Mike Fitzpatrick, Tim Bonin, Ross Smith, Maxwell Postma, Matt Wojcik Town Administrator, Lisa Freeman Executive Assistant

(0:05 TS) Pledge of Allegiance

1. (0:25 TS) Welcome & Introduce New Select Board Members & Reorganization – Possible Votes
TA Wojcik wanted to state as a reminder that per Robert's Rules a nomination is not like any other motion, it does not require a second, you may nominate yourself, and being that there are only 5 selectmen TA Wojcik advised that you may want to vote for yourself if you are nominated. The nominations will be put to a vote in order that they are made, after all the nominations are made and the floor is closed to nominations, he will recognize anyone who wants to speak on the topic then put it to a vote immediately.
(2:00 TS) Tim Bonin nominated himself for Chairman of the Board of Selectmen, Mike Fitzpatrick nominated Kevin Morse for Chairman. There were no comments, and the first nomination was for Selectman Bonin, Maxwell Postma, Mike Fitzpatrick, Kevin Morse, Ross Smith all voted no, Tim Bonin voted yes. The vote for Kevin Mores, Maxwell Postma, Mike Fitzpatrick, Tim Bonin, and Ross Smith voted yes, Kevin Morse abstained from the vote. Kevin Morse is voted Chairman, and he opened the floor for nominations for Vice Chair and Ross Smith nominated Mike Fitzpatrick, Maxwell Postma, Mike Fitzpatrick, Kevin Morse, Tim Bonin, and Ross Smith all voted in favor.
(4:30 TS) Chairman Morse introduced New Board member Maxwell Postma, Mr. Postma stated that he is currently a paralegal, and has lived in the Town of Douglas his whole life and thanked everyone for coming out vote and he appreciates the opportunity to serve as a Selectman. The second new Board member is Ross Smith, and he is a lifetime citizen of Douglas, he and his wife have owned and operated a business in Douglas for 25 years and thank everyone for coming out to the polls to vote.
2. (6:05 TS) Annual Meeting with DCR – Possible Votes
Kevin Hollenbeck with the Department of Conservation and Recreation and gave an update on the SNETT project that they had a public meeting on a few months ago and reviewed the feedback from that meeting and altered plans. The current plans they are moving forward with is a 10-foot-wide gravel path with an adjacent 5-foot-wide stabilized soil path that is ADA compliant that would go from Depot Street 6 miles to the Connecticut boarder with associated parking lot improvements at South Street and Depot Street. The consultants have submitted their near final design to them and then the next step is permitting, and the project is to take place in FY27 for construction. Mr. Morse asked about Wallum Lake Park if there had been any changes and Mr. Hollenbeck stated that there are no changes. TA Wojcik wanted a conversation on the record about planning and possible drills around forest fires and would like to know that DCR will make themselves available to have these planning conversations and participate in exercises with the Douglas Fire Department. Mr. Hollenbeck stated that he would reach out to their Fire Chief and the local warden and have that conversation with them to make sure all that is in coordination with the town. TA Wojcik asked if they would have controlled burning, and Mr. Hollenbeck stated that they don't normally do it but to reach out to DCR's Fire Bureau for confirmation on that. TA Wojcik also asked if he was aware of any plans to continue to expand the Douglas State Forest this year. Mr. Hollenbeck stated that he believes they might have an

offer on one of those smaller inholdings, but he would have to confirm that. Mr. Postma asked Mr. Hollenbeck if they have ever considered building campsites in the state forest and Mr. Hollenbeck stated that they haven't because most of the stated forest in Douglas is considered a preserve under a landscape designation which limits the expansion of recreational opportunities. Mr. Bonin asked about the recent water quality testing done at Walllum Lake, Mr. Hollenbeck stated that DCR is not studying it because it was the Department of Public Health that did the testing on a few lakes including Wallum and he does not know much about what was found in the lakes.

3. (17:40 TS) Town Right of Way-Fence Request / 148 Webster Street – Possible Votes

John Furno stated that last November/December they noticed some cement blocks on the edge of Webster Street around 148 and near Cedar Street. The town contacted the property owner Ernie, and the town has an 80-foot right of way – 28-foot paved roadway through his property that is an old Worcester County bound road. There was a concern raised about the cement block being a liability if someone was to hit them and the property owner moved them 12 feet off the road. The property owner and his daughter have concerns about that area with people using it inappropriately and leaving trash and having fires using as a bathroom. Mr. Morse asked Mr. Furno if there is a good middle ground the town can come to with the property owners, Mr. Furno stated that he knows the town owns about 27 feet from the edge of the pavement and anything they put on the town's property is a liability. Ernie suggested putting a berm at the edge and he would move his gate back, they discussed different suggestions and Mr. Fitzpatrick asked TA Wojcik if anything that is put out there is still going to make the town liable. TA Wojcik stated that if the town installs it and does it to the standards then it would be the town that is held liable if anyone hits it. Mr. Furno suggested putting guard rails up, he will contact some guardrail vendors and get some pricing and in the meantime the board and Mr. Furno is okay with where Ernie moved the cement blocks to, and they will put this on the agenda in a month.

4. (43:20 TS) Select Board Letter of Support for MassWorks Grant Application – Possible Votes

Bob Minarik Economic Development, this grant is for the North Street project

(44:35 TS) Motion to approve the letter of support for the MassWorks Grant made by Tim Bonin, 2nd by Mike Fitzpatrick. The vote passed unanimously.

5. (45:25 TS) Review Stantec Design for Line Painting Northwest Main St / Wallis St – Possible Votes

Adam Furno and John Furno stated that he had a resident approach him last year that almost got hit on his motorcycle at this intersection. They are looking to put some lines in the intersection for guiding cars because this has become a very busy intersection over the years. They met with the safety committee last week and they voted unanimously to support this, and they walked the area with the Police chief as well. This is about a \$2,000 dollar project and hope to get this done before summer traffic.

(48:00 TS) Motion to approve the line painting in the intersection of Northwest Main Street and Wallis Street made by Maxwell Postma, 2nd by Tim Bonin. The vote passed unanimously.

6. (48:38 TS) Introduction & Discussion on the Regional Mumford River MVP 2.0 Grant – Possible Votes

Matt Benoit the Community Development Director stated that this would be a collaboration with Uxbridge, Sutton, Northbridge, and Douglas for assembling a core team for taking trainings, revisit the old MVP priorities from the towns planning grant that was done in 2020, carry out community outreach to some of the private properties that have some these dams or troubled areas and work together to possibly implement a seed project. TA Wojcik explained the grants and the grant process for the education of the new board members. He stated that the state has identified Whitins Reservoir Dam as a high-risk dam so if anything ever happened to it, it would have significant downstream results because it is the highest pond topographically. Mr. Benoit was hoping tonight to get a letter of support from the Board of Selectmen for the Town Administrator to execute that letter.

(56:10 TS) Motion to support the letter presented to the Select board from the Community Development Director made by Mike Fitzpatrick, 2nd by Maxwell Postma. The vote passed unanimously.

7. (57:00 TS) Review Annual Appointments Effective 7/1/2023 – Possible Votes

Lisa Freeman stated that this is just for review to let the Board know who is coming up for reappointment and that the letters will be starting to go out next week.

8. (57:33 TS) Review Meeting Minutes – Possible Votes

(58:26 TS) Motion to accept the meeting minutes of April 4, 2023, as written made by Mike Fitzpatrick, 2nd by Tim Bonin. The vote passed unanimously.

9. (58:45 TS) Ratify Public Safety Dispatchers Comp. Chart MOA – Possible Votes

The dispatchers have unionized, and they have a bargaining unit that is part of an overall family of unions, and the town has been negotiating with this union for a couple of months for a contract that will be hopefully ratified at the November town meeting but will be retroactive to July 1st. TA Wojcik put 6% into the budget at Chief Miglionico's recommendation to help compensate for the retroactive pay. They need this voted on tonight so that Jeanne Lovett will know what to pay people in July.

(1:01:30 TS) Motion to accept the MOU as presented made by Mike Fitzpatrick, 2nd by Maxwell Postma. The vote passed unanimously.

10. (1:02:00 TS) Town Administrator's Report

TA Wojcik welcomed the new members and stated that Dave Cortese is still missed, and that Hal Davis will be missed as well, they both played an important role in the Selectboard.

- The steel spans have been laid across the bridge at the cubed of Gilboa but due to the number of delays to the bridge a lot of the construction trucks will not be able to use it because the concrete will not be cured in time. The new sewer pump station will be installed in the next several weeks. And a reminder to the public that Gilboa Street will be paved curb to curb this fall so if you are looking for a utility connection you need to act quickly because once the road is paved, they will not reopen for 5 years. Mr. Minarik sent letters out 2 weeks ago to residents informing them of this on the pathway of the project with necessary contact information and that they will be on a time schedule for this. TA Wojcik updated the construction project about the stormwater management, and the footing are being poured, and the project is still on track.
- Pyne Sand and Gravel will eventually run out of resources where they are and that will leave the town with a flat piece of property right next to the highway that already has water, sewer and gas utility availability. The town has already talked to the residents of North Street about improving the infrastructure conditions under the ground and improving the roadway and the possibility of sidewalks. That engineering has already been underway with a grant the town received from the state for half a million dollars.
- They are going to put the job descriptions on the town website.
- There was a lot of talk at town meeting about the ambulance receipts account and TA Wojcik is going to put together a spread sheet model, for informational purposes, to show what goes on with the account for more understanding for the public. Last year the account closed out at around \$730k and this year they will close it out about \$80k or \$90k higher than that.

11. (1:20:50 TS) Open Session Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

Mr. Bonin stated that he would like to see the Board of Selectmen title change to Select board to make opportunities more open and accessible to people. TA Wojcik stated that he does believe that it would require town meeting action and stated that many communities are making that change.

12. (1:22:50 TS) Executive Session

- a. Contract Negotiations – Town Administrator

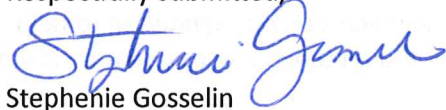
b. Contract Negotiations – Dispatchers

(1:23:20 TS) Motion to move into executive session for the purposes of contract negotiations for the Town Administrator and Dispatchers and then leave executive session for sole purpose of adjournment made by Tim Bonin, 2nd by Mike Fitzpatrick. Roll call vote – Tim Bonin, Ross Smith, Maxwell Postma, Mike Fitzpatrick, and Kevin Morse all in favor.

13. Adjournment

Mr. Fitzpatrick made a motion at 9:25pm 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, Postma – aye, Smith – aye, Bonin – aye, Morse – aye.

Respectfully submitted,



Stephanie Gosselin
Recording Secretary