

Board of Selectmen Agenda
Municipal Center Resource Room
Wednesday, July 5, 2023

7:00 PM

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

1. Authorize TA to Sign Separation Agreement for Fire Chief – Possible Votes
2. Discussion on Door to Door Solicitation – Possible Votes
3. Discussion on Route 16 Speed Limit Review – Possible Votes
4. Meeting Minutes – Possible Votes
5. Discussion on Real Property Acquisition Process – Possible Votes
6. Town Administrator's Report
7. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
8. Executive Session
 - a. Pursuant to M.G.L. Chapter 30A, Section 21(a)(2), To conduct strategy sessions in preparations for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. **Contract Negotiations – Town Administrator**
 - b. Pursuant to M.G.L. Chapter 30A, Section 21(a)(2), To conduct strategy sessions in preparations for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. **Contract Negotiations – Public Safety Dispatchers**
 - c. Pursuant to M.G.L. Chapter 30A, Section 21(a)(6), To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. **Interest in Real Property – Chapter 61 Parcel Walnut Street Lot 2**
 - d. Pursuant to M.G.L. Chapter 30A, Section 21(a)(6), To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. **Interest in Real Property – Chapter 61 Parcels off Orange Street & Southeast Main Street**
 - e. Pursuant to M.G.L. Chapter 30A, Section 21(a)(6), To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body. **Interest in Real Property – Highway Facility Options**
9. Adjournment

Note: Times are estimates unless denoted as a Hearing.

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

APPROVED
AUGUST 1, 2023

BOARD OF SELECTMEN
WEDNESDAY, JULY 5, 2023
MEETING MINUTES

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

Absent: Chair Kevin Morse

Mike Fitzpatrick called the meeting to order at 7:01 PM

(0:10 TS) Pledge of Allegiance

(0:30 TS) Chairman Announcements: NONE

(0:40 TS) Citizen's Forum: NONE

1. (0:50 TS) Authorize TA to Sign Separation Agreement for Fire Chief – Possible Votes

(1:10 TS) Motion to authorize the Town Administrator to sign the separation agreement for the fire chief made by Ross Smith.

Mr. Bonin stated that he doesn't feel comfortable with voting on this tonight when the chair Kevin Morse is not in attendance. In executive session the Selectboard authorized the Town Administrator to enter into a negotiation with the fire chief with the benefit of counsel to arrive at an agreement that would terminate the town's obligations under his appointment contract for continued employment and both sides were represented by counsels of both employee and the town and worked out a series of terms. After some discussion about the future of the department and where the town was headed and some other recent events that the fire chief preferred to retire at this time in his career, and the town was willing to go along with that with a severance provision. That is the agreement in front of the Board tonight and Chief Vinson has signed per the advice of his counsel.

(5:40 TS) Maxwell Postma seconded the motion.

Mr. Schultzberg has requested a document from the town that is being handled as a typical access to public records request process and there are exemptions that Mr. Wojcik has to explain to Mr. Schultzberg which he will do in great detail that is not part of this agenda item.

(8:00 TS) Mr. Postma, Mr. Ross and Mr. Fitzpatrick in favor, Mr. Bonin opposed.

2. (8:20 TS) Discussion on Door-to-Door Solicitation – Possible Votes

This will require the companies that come into town to go to the police station to do a check to make sure that there are no outstanding warrants out and it will also create an option for residents to enter into a registry with the town clerk if they don't want to have door-to-door solicitations. TA Wojcik explained a little of why this didn't pass the last time it was brought to town meeting and that they would like to take another shot at the amendments that have been made from some concerns brought up previously. He also mentioned having the chief of police present for the next session of the Board's discussion on this matter to make the appropriate changes.

3. (15:10 TS) Discussion on Route 16 Speed Limit Review – Possible Votes

A resident has put in his concerns and comments back in July of 2022 on potentially reducing the speed limit. The police chief has sent this off to DOT and has not received a response back as of yet, and he also cautioned that in some of these situations the speed could actually go up

instead of down. The Board would like to have the police chief comment on this matter at the next meeting as well.

4. (20:30 TS) Meeting Minutes – Possible Votes

Tim Bonin inquired about the executive session minutes and Mike Fitzpatrick stated that he asked Lisa Freeman, and they are currently in Town Counsel's hands being reviewed.

(22:35 TS) Motion to approve the meeting minutes of April 18, 2023, as presented made by Tim Bonin, seconded by Mike Fitzpatrick. The vote passed unanimously.

(24:20 TS) Motion to approve the meeting minutes of June 6, 2023, as amended made by Tim Bonin, seconded by Maxwell Postma. The vote passed unanimously.

5. (25:53 TS) Discussion on Real Property Acquisition Process – Possible Votes

TA Wojcik wanted to provide the public with information on what the rules are when there is talk about strategies with respect to certain properties in town that is allowed to be held in executive session until it is a transaction, or they are released because there was not a transaction. The state of Massachusetts has a statute called chapter 30B which deals with the purchase and sale of goods and services and real property and establishes the rules. The Attorney General's office enforces those rules. A default rule when a town wants to buy a piece of land or an interest in a piece of land for a straight-out market purchase is to advertise what the town is looking for. TA Wojcik went over other examples of process with the Board.

6. (31:40 TS) Town Administrator's Report

- The paving of North Street and Gilboa Street from the corner of North and Gilboa Street all the way to the western edge of the parking lot at the Schuster Mill starting at the end of July, beginning of August. All the utility work is done in the street in that mentioned area, there will be digging on the rise near the dam and bridge to put in the new sewer pump station that has been pushed back from June to start in July or August now. Notice will go out to the public with adequate notice as to when the paving will be starting.
- TA Wojcik noticed that the Board had designated a member to participate in the Hazard Mitigation Planning Process and there would be a committee formed, and that using a template from MEMA would not work and that this must be tailored to the needs and threats to the town of Douglas specifically. The town's plan also dictates the eligibility for grants.
- There has been discussion about the uniquely Douglas institution that needs to be revived, which is the Memorial Day observance and the Memorial Day Parade. What should be done is to form a committee of people that will be willing to get this going again.
- For the month of July TA Wojcik will be working on procurements that have either been authorized by the town meeting for this fiscal year or ARPA related projects. They are still waiting on the Seniors and the building commissioner's truck has arrived.

7. (41:20 TS) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance on the Meeting

Mr. Fitzpatrick had made a request to be reassigned as an alternate on the Zoning Board with the thought that he would be able to jump off when they got more members, but he recently found out that he was obligated to serve until 2026. So, he is requesting that the Board put him back to be a full member.

(42:10 TS) Motion to amend Mike Fitzpatrick appointment to a full member of the Zoning Board made by Ross Smith. Tim Bonin suggested putting this on the agenda for the next meeting.

8. (44:00 TS) Executive Session

TA Wojcik stated that they can pass over item b., Lisa Freeman will put this on the next agenda.

- a. Pursuant to M.G.L Chapter 30A, Section 21(a)(2), To conduct strategy sessions in preparations for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. **Contract Negotiations – Town Administrator**

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(44:05 TS) Motion to move into executive session for the purposes of negotiating the Town Administrators contract, interest in real property chapter 61 parcel Walnut Street Lot 2, interest in real property chapter 61 parcels off Orange Street and Southeast Main Street, and interest in real property highway facility options and to leave executive session for the sole purpose of adjournment made by Tim Bonin, seconded by Maxwell Postma.

Mr. Fitzpatrick will recuse himself from item c.

(45:15 TS) Roll call vote – Maxwell Postma, Mike Fitzpatrick, Tim Bonin, and Ross Smith all in favor.

9. Adjournment

Mr. Fitzpatrick made a motion at 9:16 pm to leave executive session and return to regular session for the sole purpose of adjournment. Mr. Bonin seconded the motion. All in favor. Roll call vote: Smith – aye, Postma – aye, Bonin – aye, Fitzpatrick – aye, Smith – aye, Morse – aye.

Respectfully submitted,



Stephenie Gosselin
Recording Secretary