

**Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, August 29, 2023**

7:00 PM

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

1. Public Hearing / St. Denis Church (2) One Day Liquor Licenses – Possible Votes
2. Public Hearing / Whitinsville Fish & Game One Day Liquor License & Entertainment License – Possible Votes
3. Follow-up Discussion on Rte. 16 Speed Limit Review – Possible Votes
4. Department Updates
 - Police Department
 - Fire Department
5. Review & Discuss Concept Design Report for NE Main Street/Davis Street – Possible Votes
6. Acceptance of Donation from Scannell Properties – Possible Votes
7. Review & Approve LIP (Local Initiative Program) Refinancing for a Resident – Possible Votes
8. Flag Policy for Town Buildings (Final Read) – Possible Votes
9. Meeting Minutes – 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. Pursuant to M.G.L. Chapter 30A, Section 22(f), Minutes of Meetings – **Review of Executive Session Minutes – Possible Votes**
 - b. 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 Orange St. & Southeast Main St.**
 - c. Pursuant to M.G.L. Chapter 30A, Section 21(3), To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares. – **Potential Litigation**
 - d. 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**
13. Adjournment

Note: Times are estimates unless denoted as a Hearing.

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

BOARD OF SELECTMEN
TUESDAY, AUGUST 29, 2023
MEETING MINUTES

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

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

(0:05 TS) Pledge of Allegiance.

(0:25 TS) Chairman Announcements: NONE

(0:30 TS) Citizen's Forum: NONE

1. (0:40 TS) Public Hearing / St. Dennis Church (2) One Day Liquor Licenses – Possible votes
Tom Descoteaux from the church stated that the first license is for an event being held in the church hall for an Elvis Impersonator for persons 21 years or older with a limit of 2 drinks per person and \$20 admission. The second event is a free pasta dinner night in October, again limited to 2 drinks per person.
(2:30 TS) Motion to open the public hearing made by Max Postma, seconded by Mike Fitzpatrick. The vote passed unanimously.
(2:48 TS) Motion to close the public hearing made by Mike Fitzpatrick, seconded by Max Postma. The vote passed unanimously.
(3:00 TS) Motion to approve the (2) one day liquor licenses for St. Dennis Church for September 16, 2023 and October 14, 2023, made by Tim Bonin, seconded by Max Postma. The vote passed unanimously.
2. (3:45 TS) Public Hearing / Whitinsville Fish & Game One Day Liquor License & One Day Entertainment License – Possible votes
(4:00 TS) Motion to open the public hearing made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
The license is for their annual field day on September 16, 2023, with a chicken dinner and games for the kids.
(5:30 TS) Motion to close the public hearing made by Mike Fitzpatrick, seconded by Max Postma. The vote passed unanimously.
(5:55 TS) Motion to approve the one day liquor license and one day entertainment licenses for the Whitinsville Fish & Game for September 16, 2023, seconded by Ross Smith. The vote passed unanimously.
3. (6:30 TS) Follow-up Discussion on Rte. 16 Speed Limit Review – Possible votes
Police Chief Nick Miglionico received a response email from DOT who reviewed the information that was sent in from the resident on Main Street. There is already a special speed regulation in place on Davis Street set at 40 miles per hour. In order to change that there is a lengthy and complicated process to go through which involves rescinding the current speed limit and submitting what the desired change is and then change all the signs accordingly. Chief Miglionico and DOT's concern is that this is a .31-mile stretch of road which would go from a 40mph to a 30mph, back to a 40mph into 20mph and feels that it is too short of an area and would cause more confusion than be helpful. Also, making it more difficult to enforce the speed in that short length of road. The speed trailer they set up in that area showed an average of approximately 4,100 vehicles per day and an average speed westbound of 35mph miles and the

eastbound average was about 36mph. Chief Miglionico recommends not changing the speed with the gathered information and data.

(10:20 TS) Motion to accept the recommendation of the police chief to keep the speed limit the same as currently posted made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.

4. (10:45 TS) Department Updates:

- (10:50 TS) Police Department – Chief Miglionico stated that about a month into this fiscal year they got their last officer out of the academy. This makes is 15 full-time officers including himself, the lieutenant, a detective sergeant, 3 patrol sergeants and 9 patrolmen. There are still 4 part-time officers that are fully certified and have been to the full-time academy. The dispatch center is fully staffed with 4 full-time dispatchers and 6 part-time and they just completed the first collective bargaining agreement and expect that to be ratified at the November town meeting. The chief and the dispatchers are very happy with the contract. There are a couple of part-time dispatchers that have a goal of becoming police officers. He has 2 replacement cruisers that May town meeting approved and expect to take ownership of one of them by the end of this month and the other one should be shortly after that. They will look to do 2 more cruisers next year and 2 more the following year. Mr. Bonin asked what they will do with the old cruisers and Chief Miglionico stated that they will most likely use them for details, court and training. Chief Miglionico feels that they really need to be at 17 officers to adequately staff all outfits, and forecasting the upcoming year with the increase in traffic with the added warehouse in town. The police department started off the fiscal year with a \$15,600.00 Municipal Road Safety (MRS) grant for extra road patrols and last year they were able to buy the speed sign with the grant money. The chief is also anticipating receiving the 911 grant soon which is \$34,685. This grant is used towards dispatch overtime, and a 911 training for about \$10k to cover all the dispatchers in service training. He would like to put a plan in place to replace the floors, toilets and the sinks in the cells to be able to pass inspections.
- (29:25 TS) Fire Department – Acting Chief John Furno updated the board that they just finished preventive maintenance on all the trucks, ambulances, small equipment and generators. Mr. Bonin asked about the chief's car because of the discussion at town meeting about it not being suitable. Chief Furno stated that it has been running fine other than the check engine light coming on tonight. He updated what trucks are being repaired, what is being repaired on them, and what trucks will need to be replaced soon. In regards to the building that was built in 2000, they are currently working with engineering firms to upgrade the electrical, HVAC issues, roof replacement, and the generator replacement. They just filled a paramedic position that had been vacant for quite a while. For staffing they have 7 full-time and 17 on-call per diem personnel and 2 more per diems getting their backgrounds checks done now. He does feel that it is time to add one or two more full-time personnel to the department because of the increase in call volume.

5. (44:05 TS) Review & Discuss Concept Design Report for NE Main Street/Davis Street – Possible votes

Bob Minarik with Economic Development stated he is not in favor of any of the recommendations from the traffic study. Chief Miglionico and Chief Furno agree with Mr. Minarik's assessment of the recommendations being impractical for the town.

(47:45 TS) Motion to leave the road as is made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.

6. (48:10 TS) Acceptance of Donation from Scannell Properties – Possible votes

TA Wojcik stated that with digging up Gilboa and North Street they found that the paving project is going to be more involved than originally thought which represents a change order and will add about \$350k to the project cost. They are asking the developers for contributions to finish

the project and to take it in the form of a donation that must be accepted by the Select Board. TA Wojcik went over the details of the donation and what would happen with amounts not used. Mr. Minarik's goal is to get the paving project done before the November town meeting. (56:40 TS) Motion to accept the donation from Scannell Properties in the amount of \$250k made by Mike Fitzpatrick, seconded by Max Postma. The vote passed unanimously. (57:00 TS) Motion to accept the donation of a \$150k from CRG made Mike Fitzpatrick, seconded by Max Postma. The vote passed unanimously.

7. (57:40 TS) Review & Approve LIP (Local Initiative Program) Refinancing for a Resident – Possible votes

TA Wojcik stated that the 40B initiative is technically a local initiative partnership between the Town of Douglas and the State and the developer and the board will be signing off on some additional debt against the asset.

(59:50 TS) Motion to approve the LIP refinancing for a resident at Compass Point made by Mike Fitzpatrick, seconded by Max Postma. The vote passed unanimously.

8. (1:00:10 TS) Flag Policy for Town Buildings (Final Read) – Possible votes

There have been no changes since the last reading.

(1:00:40 TS) Motion to approve and implement the new flag policy for the town of Douglas made by Tim Bonin, seconded by Ross Smith. The vote passes unanimously.

9. (1:01:00 TS) Meeting Minutes – Possible votes

Passing over

10. (1:01:15 TS) Town Administrator's Report

- The bridge to the warehouse is finished and there will be a discussion at a future meeting about the road striping and how the traffic is going to flow on and off the bridge and into the Cubes at Gilboa. Tentative at the September 19th meeting.
- They have been meeting on a regular basis with Weston and Sampson for the Highway barn proposal. There is some discussion on having a special town meeting sometime in January solely dedicated to the issue of the highway barn. TA Wojcik feels that this firm has been on top of this project and moved things along well.
- The other major project is the generator project at the town hall and the generator is due to arrive in January 2024 and start the site work in November.
- The town will be going out to bid this week for heating fuel.
- Bids were opened last week for the work on South Street and the lowest bidder is a reputable firm and has worked in town before.
- In terms of future business for the board, the board of directors of the Mass Strategic Health Group finished today a new joint purchasing agreement that is updated to reflect the way the group works. It went from 3 members to 15 municipalities and because of the growth Douglas was able to get the buy in equity returned. TA Wojcik will draft a document for the board on what the suggested use of the surplus can be used for.

11. (1:14:45 TS) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

TA Wojcik stated that they need to discuss the road striping off the edge of the bridge on Gilboa Street, complete with turn lane, etc. Mr. Minarik stated that the jersey barriers are being removed tomorrow. They will be replaced with an exact row of reflective barrels until the road striping plan is complete which includes a third turning lane. That third turning lane will be for the concrete trucks that will be coming to pour concrete and if they don't have the road striping done it will become a safety issue. The request is for the Select Board to vote on this tonight for approval.

(1:18:35 TS) Motion to approve the temporary striping for the turning lane for access to the Cubes on Gilboa made by Ross Smith, seconded by Mike Fitzpatrick. The vote passed unanimously.

12. (1:19:00 TS) Executive Session

(1:19:10 TS) Motion to move into executive session for purpose of reviewing executive session minutes, to discuss chapter 61 parcels Orange St & Southeast Main St. and contract negotiations for the Town Administrator and to leave executive session for the sole purpose of adjournment made by Tim Bonin, 2nd by Mike Fitzpatrick. Roll call vote – Max Postma, Mike Fitzpatrick, Kevin Morse, Tim Bonin, and Ross Smith all in favor.

13. Adjournment

Mr. Bonin made a motion at 9:02 pm to leave executive session and return to regular session for the sole purpose of adjournment, Mr. Fitzpatrick seconded the motion, all in favor. Roll call vote: Postma – aye, Fitzpatrick – aye, Morse – aye, Bonin – aye, Smith – aye.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Stephenie Gosselin". The signature is fluid and cursive, with the first name being more prominent.

Stephenie Gosselin
Recording Secretary