



**Board of Selectmen Agenda**  
**Municipal Center Resource Room**  
**Tuesday, September 3, 2024**  
**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum
5. Public Hearing / Octoberfest Committee One-Day Alcohol License – Possible Votes
6. Road Use for Ice Cream Truck / Common Preservation Society – Possible Votes
7. Tax Exemption Discussion with the Assessor
8. Appointments
  - Building Facilities Construction Committee / Carol Gogolinski – Possible Votes
  - Conservation Committee (Alternate) Kate Thompson – Possible Votes
  - Zoning Board of Appeals (Alternate) Les Stevens – Possible Votes
9. MS4 Stakeholder Committee Appointments – Possible Votes
10. Review of Disclosure for Board of Health Vice Chair – Possible Votes
11. ARPA Discussion – Possible Votes
12. Open Fall STM Warrant – Possible Votes
13. Meeting Minutes – Possible Votes
14. Discuss BOS & TA Goals – Possible Votes
15. Highway Department Property Discussion – Possible Votes
16. Authorize Spending / Environmental Report for Riedell Rd. Property – Possible Votes
17. Town Administrator's Report
18. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
19. Executive Session
  - a. *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 – Riedell Road & 331 Main Street (Post Office Lease Renewal)*
  - b. *Pursuant to M.G.L. Chapter 30A, Section 21(a)(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. Collective Bargaining – DESPA*
20. Adjournment

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<https://douglas-ma.gov/530/Remote-Meetings>

BOARD OF SELECTMEN  
TUESDAY, SEPTEMBER 3, 2024  
MEETING MINUTES

Attendance: Chair Tim Bonin, Vice Chair Mike Fitzpatrick, Hal Davis, Ross Smith, Les Stevens, Town Administrator Matt Wojcik (remote).

1. Tim Bonin called the meeting to order 7pm.
2. (0:15 TS) Pledge of Allegiance
3. (0:50 TS) Chairman Announcements: Thank you to the people serving on the Master Plan Committee and to all the committee members helping to serve the town.
4. Citizens Forum – None
5. (1:15 TS) Public Hearing / Octoberfest Committee One-Day Alcohol License – Possible votes Tony St.Pierre from the Octoberfest Committee joined the table to answer any questions and explained that there are no changes from last year with the beer garden.  
(3:05 TS) Motion to approve the Octoberfest Committee's one-day alcohol license made by Ross Smith, seconded by Hal Davis. The vote passed unanimously.
6. (3:20 TS) Road Use for Ice Cream Truck / Common Preservation Society – Possible votes Lynne Paresky with the Douglas Common Preservation Society and applicant Melissa Hadley of Old Farm Road explained the event and it is for a food drive for the Douglas Food Pantry to be held on September 22nd from 1:30pm to 4:30pm.  
(5:35 TS) Motion to approve the application made by Hal Davis, seconded by Les Stevens. The vote passed unanimously.
7. (5:55 TS) Tax Exemption Discussion with the Assessor Matt Wojcik Town Administrator and Matt Benoit Community Development Director joined remotely. TA Wojcik explained that Assessor Chris Pupka is working on a request to look into the different statutes that authorize senior exemptions from real estate taxes. Douglas currently has a policy, and the request was to review the options and see if the policy could be changed at town meeting and what it would cost the town if it went forward with it. Mr. Pupka familiarized the Board with Chapter 59 section 5C 1/2, which is a local option for increasing the exemption amounts for all clauses. He went through all the details if this was adopted by the town. The Board discussed at length the details and asked several questions regarding the process.
8. (34:00 TS) Appointments
  - Building Facilities Construction Committee / Carol Gogolinski – Possible votes  
(34:15 TS) Motion to appoint Carol Gogolinski to the BFCC made by Mike Fitzpatrick, seconded by Ross Smith.  
Amended motion to appoint Carol Gogolinski to the BFCC for a term of 3 years made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.
  - Conservation Committee (Alternate) Kate Thompson – Possible votes  
(36:30 TS) Motion to appoint Kate Thompson for a three-year term as an alternate on the Conservation Commission made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
  - Zoning Board of Appeals (Alternate) Les Stevens – Possible votes

Mike Fitzpatrick expressed he was not in favor of this because of Les Steven's involvement with many projects in town, which may cause a conflict and would have to recuse himself on a regular basis.

(38:45 TS) Motion to approve Les Stevens as an alternate for the ZBA made by Hal Davis, seconded by Tim Bonin. Ross Smith stated he was on the same page as Mike Fitzpatrick and didn't think it was a good idea, Tim Bonin stated his approval as it is an alternate member status, and he would be helping the committee get to a better member number. Hal Davis, Tim Bonin, and Les Stevens in favor and Ross Smith and Mike Fitzpatrick opposed. The vote passed 3 to 2.

9. (40:20 TS) MS4 Stakeholder Committee Appointments – Possible votes

The BOS has a list of members, TA Wojcik stated that they are short one member and hoping it can be filled with a member of the Conservation Commission. TA Wojcik recommends the BOS make the current appointments for the committee to be able to begin their work.

(41:10 TS) Motion to support the subcommittee as presented in the packet made by Ross Smith, seconded by Les Stevens. The vote passed unanimously.

10. (41:35 TS) Review of Disclosure for Board of Health Vice Chair – Possible votes

Cory Howard completed the conflict-of-interest form that needed to be filled for his involvement on the BOH.

(43:30 TS) Motion to approve made by Hal Davis, seconded by Les Stevens. The vote passed unanimously.

11. & 14. (44:10 TS) Discuss BOS & TA Goals – Possible votes

TA Wojcik gave an update on the ARPA funding project goals and the status of the projects. He spoke about the professional certification he is seeking through the ICMA and that he will be attending the conference and completion of continuing education programs at the conference will count towards that certification. He also spoke about the implementation of an annual evaluation program of staff and what that involves.

12. (48:40 TS) Open Fall STM Warrant – Possible votes

(48:50 TS) Motion to open the Fall Special Town Meeting Warrant made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.

13. Meeting Minutes – Passed Over

15. & 16. (49:00 TS) Highway Department Property Discussion / Authorize Spending for Environmental Report for Riedell Rd. Property – Possible votes

TA Wojcik is looking for the BOS to give authorization to spend about \$5,000 out of the FY25 BOS budget to conduct a 21E phase one study of the target property on Riedell.

(50:25 TS) Motion to authorize the Town Administrator to spend \$5,000 for phase one 21E on Riedell Road made by Mike Fitzpatrick, seconded by Les Stevens. The vote passed unanimously.

17. (50:50 TS) Town Administrator's Report

TA Wojcik updated the BOS on the progress of the ARPA contracts and projects. He stated that he has seen the director's first cut of the ICMA video featuring Douglas' Economic Development efforts and thinks it is very complimentary to the town and what they are trying to accomplish. He spoke about economic development on the east side of town regarding the energy supply to that area and thoughts on renewable energy and Municipal Light and Power options for the Town of Douglas for the future. The spraying for EEE was completed last week throughout town, which was done by the state.

18. (1:05:25 TS) Open session for topics not reasonably anticipated 48 hours in advance of the meeting. None

19. (1:05:35 TS) Motion to enter into executive session for the purpose of interest in real property for Riedell Road and 331 Main Street Post Office Lease and collective bargaining for DESPA and to reconvene into open session for the sole purpose of adjournment made by Ross Smith, seconded by Hal Davis. Roll call vote – Ross Smith, Hal Davis, Tim Bonin, Mike Fitzpatrick, and Les Stevens all in favor.
20. Adjournment - Mr. Smith made a motion at 8:44pm to leave executive session and return to regular session for the sole purpose of adjournment, Mr. Davis seconded the motion, all in favor. Roll call vote –Smith – aye, Davis – aye, Stevens – aye, Fitzpatrick –aye, Bonin – aye.

Respectfully submitted,

Stephenie Gosselin  
Recording Secretary