



**Board of Selectmen Agenda  
Municipal Center Resource Room  
Tuesday, October 15, 2024  
7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum
5. MS4 Stakeholder Committee Appointment – Michael Hutnak/FinCom Delegate – Possible Votes
6. Highway Department 2024/2025 Plow Rates – Possible Votes

**7:15 PM**

7. Public Hearing
  - Whittin Heights Street Layout & Consideration of Acceptance on Spring ATM Warrant – Possible Votes
8. Sign Presidential/State Election Warrant – Possible Votes
9. Review Warrant Articles – Possible Votes
10. Close STM Warrant – Possible Votes
11. Review, Approve & Sign STM Warrant – Possible Votes
12. Meeting Minutes – Possible Votes
13. Capital Improvement Discussion – Possible Votes
14. CPA Discussion – Possible Votes
15. Town Administrator's Report
16. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
17. Executive Session
  - a. 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. **Potential Litigation – MSHG, Granite & Contract close-out costs for NE Main Street / Gilboa Street**
  - 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 Rights / Orange Street & Riedell Road**
18. Adjournment

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

BOARD OF SELECTMEN  
TUESDAY, OCTOBER 15, 2024  
MEETING MINUTES

Attendance: Chair Tim Bonin, Vice Chair Mike Fitzpatrick, Hal Davis, Ross Smith, Les Stevens, Matt Wojcik Town Administrator, and Lisa Freeman Executive Assistant.

Tim Bonin called the meeting to order at 7pm.

1. (0:10 TS) Pledge of Allegiance
2. (0:35 TS) Chairman Announcements – Appreciation to the Town Common folks for the scarecrow event.
3. (0:55 TS) Citizen’s Forum – NONE
4. (1:00 TS) MS4 Stakeholder Committee Appointment – Michael Hutnak/Finance Committee Delegate – Possible votes  
(1:35 TS) Motion to appoint Mike Hutnak to the MS4 Stakeholder Committee made by Les Stevens, seconded by Ross Smith. The vote passed unanimously.  
(1:50 TS) Hal Davis joined the meeting.
5. (2:10 TS) Highway Department 2024/2025 Plow Rates – Possible votes  
Highway Superintendent Adam Furno was in attendance and discussed the plow subcontractor information, sidewalk shoveling, salt bids amount, and new rate increases for plowing.  
(8:00 TS) Motion to approve the plow rate increase for the 2024/2025 season, made by Ross Smith, seconded by Les Stevens. The vote passed unanimously.
6. (8:30 TS) Sign Presidential/State Election Warrant – Possible votes  
(9:40 TS) Motion to approve the warrant for the annual state election made by Hal Davis, seconded by Les Stevens. The vote passed unanimously.
7. (10:15 TS) Meeting Minutes – Possible votes  
(11:15 TS) Motion to approve the meeting minutes of September 17, 2024, as written, made by Les Stevens, seconded by Mike Fitzpatrick. Hal Davis abstained, all other members in favor.
8. (14:00 TS) Public Hearing: Whitin Heights Street Layout & Consideration of Acceptance on Spring ATM (Annual Town Meeting) Warrant – Possible votes  
(4:10 TS) Motion to open the public hearing made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.  
Matt Benoit, Community Development Director joined the table with an update of finished items and outstanding items to be addressed, that include sign heights, catch basin grades, concrete bounds, etc. Jude Gauvin, with OHI Engineering representing Bob Pace discussed the responses to the items listed by Mr. Benoit to be addressed. Abutter Roy Swenson joined the table and talked about the piece of land being transferred to him from Mr. Pace and the length of time this has been going on for. Another resident John Murphy, voiced his frustration with Mr. Pace not taking care of the road in the winter and has concerns over the gravel access roads. The Board discussed Mr. Murphy’s complaints and TA Wojcik suggested that the town just plow the road for the residents and will speak with the Highway Department regarding this. The Board will put this on the next agenda to be voted on to have the town plow the road this winter. Adel Haider (9 Whitin Heights) voiced her concern about her rock wall and possible damage to it. TA Wojcik stated that because it was built in the right of way the town could move the rocks if ever needed, but doesn’t see the town having any reason to move the rocks. Jain Ashish (2 Whitin Heights) voiced his concerns about the responsibility of the right of ways. Again TA Matt Wojcik stated he will talk to the Highway Superintendent about this concern, and the



boundary concerns which will be clearer once the bounds are installed within the next week or two.

(59:45 TS) Motion to close the public hearing made by Mike Fitzpatrick, seconded by Ross Smith. Roll call vote – Hal Davis, Ross Smith, Les Steven, Mike Fitzpatrick, Tim Bonin all in favor.

9. (1:03:30 TS) Review Warrant Articles – Possible votes

- (1:04:30 TS) Article 7 Scenic Road – Matt Benoit stated Town Counsel approved the language and he has no concerns about this article.
- ADU (Accessory Dwelling Unit) – This is a new law allowed by right effective February 2, 2025, the towns have until this fall town meeting to regulate how many are allowed on each site. Mr. Benoit went over the regulations of the town that will longer apply.
- (1:10:20 TS) Article 9 Green Communities - Matt Benoit updated the Board on the LED lighting project for the Middle School for a town match of \$28k and change with a total project cost of \$127k.
- (1:11:20 TS) Old Webster Road – This road was removed when Route 16 was installed, and the town voted to abandon the maintenance of the road 20 plus years ago but it requires a town meeting vote to dispose of real property.
- (1:13:35 TS) Gleason Court – Transfer of land from the school departments control to the Selectboards control to make the old grammar school conform with a rear yard and side yard setbacks for the sale of this property. TA Wojcik explained the process of this to take place. Bob Sullivan reminded that the town would need to maintain an easement from this property to School Court for the water main.
- (1:17:15 TS) Community Development expenses – Matt Benoit stated that the highway bounds are not a stand-alone article anymore and will be wrapped into this article, \$20k for bounds and \$20k for Brandon Faneuf for Conservation Agent.
- (1:19:20 TS) Article 1 Budget - The Board went through the department budget increase: IT, Highway maintenance expense, BOS, etc.
- (1:22:30 TS) Article 2 Supplemental Budget – Mike Fitzpatrick spoke about the capital projects on the list including the LED projects and school security system.
- (1:27:00 TS) Article 3 COA position added to the compensation chart – To add a chef/cook for the Adult Social Center.
- (1:28:00 TS) Article 4 Depot Street project – Bob Sullivan went through the project and the estimate to install granite curbing and sidewalks at the same time. Finance Director Jeanne Lovett explained the multifaceted funding for this project.
- (1:45:35 TS) Article 5 Eminent Domain – TA Wojcik stated that this is a “friendly taking” with the property owner, for 2 parcels on Riedell Rd. The amount to be paid for the land exceeds the appraisal by \$175k, which reflects the value of the small home and some of the existing utility connections for the property.
- (1:55:10 TS) Authorization to purchase Riedell Road – 2 parcels of land located at 16 & 18 Riedell Rd.
- (1:55:35 TS) Article 11 & 12 – Theses articles are so the Paramedics & EMT’s can have the same benefits as firefighters, regarding leave without loss of pay and hospital pay for injuries while on duty.

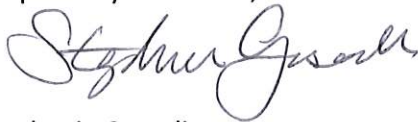
(1:59:00 TS) Motion to continue the meeting due to the 2 hour mark made by Tim Bonin, seconded by Mike Fitzpatrick. The vote passed unanimously.

- (1:59:55 TS) Article 14 – TA Wojcik stated the design and engineering work came in way over what was anticipated. He explained what they learned the Fire Station needs are from being struck by lightning a couple years ago. The town was told it was going to be about

\$1 million, so TA Wojcik asked them to come back with something else that the town can afford. They got it down to \$540k of which the town would have to take \$233,309. of the cost and he is recommending the BOS vote to move forward with this project.

10. (2:11:30 TS) Close STM Warrant – Possible votes  
Motion to close the Special Town Meeting Warrant made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.
11. (2:11:55 TS) Review, Approve & Sign STM Warrant – Possible votes  
Motion to approve and sign the Special Town Meeting Warrant pending the edits by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.
12. (2:13:15 TS) Capital Improvement Discussion – Possible votes  
The Board briefly discussed Capital Improvement
13. (2:16:30 TS) CPA Discussion – Possible votes  
The Board discussed the interest by others in their support of the CPA as a body. TA Wojcik explained briefly what he could about this, and stated the Chris Pupka will be back from vacation for the Finance Committee meeting on 10/22 to explain the effect on the taxpayers.
14. (2:20:25 TS) Town Administrator's Report – TA Wojcik talked about recent grants, and that the town just received news from the Commonwealth of MA that the state intends to pave South Street from the state line to the end. He briefly discussed the Stantec pavement study.
15. (2:28:30 TS) Executive Session  
Motion to enter executive session for potential litigation MSHG granite and contract closeout cost for NE Main St. and Gilboa St. and interest in real property chapter 61 rights Orange St and Riedell Road and to reconvene into open session for the sole purpose of adjournment made by Ross Smith, seconded by Les Steven. Roll call vote – Hal Davis, Ross Smith, Les Steven, Mike Fitzpatrick, Tim Bonin all in favor.
16. Adjournment  
Mr. Fitzpatrick made a motion at 10:14pm to leave executive session and return to regular session for the sole purpose of adjournment, Mr. Smith seconded the motion, all in favor. Roll call vote Stevens – aye, Davis – aye, Smith – aye, Fitzpatrick – aye, Bonin – aye.

Respectfully submitted,



Stephenie Gosselin  
Recording Secretary