



# TOWN OF DOUGLAS

Timothy P. Bonin – Chairman  
Michael E. Fitzpatrick – Vice Chairman  
Harold R. Davis  
Ross I. Smith  
Leslie M. Stevens

## OFFICE OF THE SELECTMEN

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Matthew J. Wojcik  
Town Administrator

Lisa C. Freeman  
Executive Assistant

**Board of Selectmen Agenda  
Municipal Center Resource Room  
Tuesday, November 12, 2024  
7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum
5. Discussion with Town Moderator: review of warrant for November 18, 2024 Special Town Meeting
6. Request from Chief, Fire and Ambulance Department: reallocation of \$20,000 of ARPA funds from Highway building design project to Fire Department for demolition work and construction of code compliant room for staff rest inside the existing station – Possible Votes
7. Request from Highway Superintendent: authorization to plow snow and mow grass in the public right of way pending road acceptance, Whitin Heights – Possible Votes
8. Request by Town Administrator: authorization to execute two host community agreement waivers for Resinate, Inc. – Possible Votes
9. Request from Finance Director: acceptance of donations and grants – Possible Votes
  - a. Police Department: donation of \$15,578.34 from Douglas Police Association for Cruiser modems and Flock camera LPR
  - b. Community Development: Executive Office of Housing & Livable Communities master plan grant of \$115,000.00
10. Request from Douglas Common Preservation Society, Inc.: Use of Common for "Lighting of the Common" event on November 30, 2024 – Possible Votes
11. Meeting Minutes – Possible Votes

12. Town Administrator's Report

13. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting

14. 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 – Possible Votes**

- 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.

**Proposed settlement regarding contract close-out costs for NE Main Street / Gilboa Street – Possible Votes**

- 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 – Riedell Road – Possible Votes**

15. Adjournment

Douglas Cable is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/81619471646>

Meeting ID: 816 1947 1646

PLEASE NOTE: ALL WISHING TO JOIN THIS MEETING WILL NEED AN AUTHENTICATED ZOOM ACCOUNT

To create an authenticated Zoom account in order to join these meetings, please visit:

<http://zoom.us>

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• +1 689 278 1000 US

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BOARD OF SELECTMEN  
TUESDAY, NOVEMBER 12, 2024  
MEETING MINUTES

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

1. Tim Bonin called the meeting to order at 7pm.
2. (0:10 TS) Pledge of Allegiance
3. (0:30 TS) Chairman Announcements: Acknowledge the girls varsity soccer team making their way through the MIAA tournament.
4. (0:45 TS) Citizen's Forum – None
10. (0:55 TS) Request from Douglas Common Preservation Society, Inc.: Use of Common for "Lighting of the Common" event on November 30, 2024 – Possible votes  
The Society members spoke about the lighting of the common event that will be an hour long and they received a grant from the Mass Cultural Council to hire the Very Merry Dickens carolers and Santa. They discussed the logistics of the event with parking and hiring two police officers.  
(5:20 TS) Motion to approve the request for the use of the town common for Christmas lighting event on November 30, made by Hal Davis, seconded by Les Stevens. The vote passed unanimously.
5. (6:10 TS) Discussion with Town Moderator: Review of warrant for November 18, 2024, Special Town Meeting.  
Town Moderator, Keith Menard went through the town meeting articles with his questions. Jeanne Lovett Finance Director and Matt Wojcik Town Administrator elaborated on explaining the articles including the budget, school security camera project, Depot Street project, highway barn project and property purchase, etc. Matt Benoit Community Development Director spoke about the accessory dwelling unit article. There was a lengthy discussion about the old school building on Gleason Court.
6. (44:30 TS) Request from Chief, Fire and Ambulance Department: reallocation of \$20,000 of ARPA funds from Highway building design project to Fire Department for demolition work and construction of code complaint room for staff rest inside the existing station – Possible votes  
Matt Wojcik explained this request and discussed the highway project and fire department project progress and future plans.  
(48:10 TS) Motion to reallocate \$20k of the ARPA funds from Highway building design to Fire Department demolition work and construction of bunk room for staff, made by Ross Smith, seconded by Mike Fitzpatrick. The vote passed unanimously.
7. (48:45 TS) Request from Highway Superintendent: authorization to plow snow and mow grass in the public right of way pending road acceptance, Whitin Heights – Possible votes  
The Board and TA Wojcik discussed road acceptances and the need to create a policy regarding road acceptances and sidewalks within new subdivisions.

(1:00:25 TS) Motion to authorize snow plowing for Whitin Heights with the condition of getting a damage/liability waiver, made by Mike Fitzpatrick, seconded by Les Stevens. The vote passed unanimously.

(1:00:55 TS) Motion to authorize the Highway department in charge to maintain the grass when it becomes a safety issue made by Mike Fitzpatrick, seconded by Les Stevens. The vote passed unanimously.

8. (1:01:25 TS) Request by Town Administrator: authorization to execute two host community agreement waivers for Resinate, Inc. – Possible votes  
Peter Dicaro of Resinate, Inc. joined the table to answer any questions, talked about the project, and TA Wojcik explained the request.  
(1:05:50 TS) Motion to authorize the Town Administrator to sign the two host community agreement waivers for Resinate, Inc., made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
9. (1:06:25 TS) Request from Finance Director: acceptance of donations and grants – Possible votes
  - a. Police Department: donation of \$15,578.34 from Douglas Police Association for cruiser modems and flock camera LPR. Chief Miglionico joined remotely to discuss what will be purchased with the donation.  
(1:07:45 TS) Motion to accept the donation of \$15,578.34 made by Hal Davis, seconded by Ross Smith. The vote passed unanimously.
  - b. Community Development: Executive Office of Housing & Livable Communities master plan grant of \$115,000.  
(1:08:10 TS) Motion to accept the Community Development Master Plan grant for \$115k, made by Ross Smith, seconded by Les Stevens. The vote passed unanimously.
11. (1:08:35 TS) Meeting Minutes: October 1, 2024 & October 15, 2024 – Possible votes  
(1:09:40 TS) Motion to approve the October 1, 2024, meeting minutes as written, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.  
(1:10:55 TS) Motion to approve the October 15, 2024, meeting minutes as written, made by Les Stevens, seconded by Mike Fitzpatrick. The vote passed unanimously.
12. (1:11:10 TS) Town Administrator's Report  
TA Wojcik spoke about Veterans Day and Election Day and took a moment to acknowledge Veterans and thank them for all they have sacrificed for the U.S. citizens. He mentioned the former BOS Chair Kevin Morse, also a veteran, lost his father over the weekend and announced his funeral services for anyone who wanted to express their condolences. TA Wojcik discussed the projects and the procurement process. He gave an update on the Depot Street project, highway barn project, and purchase of land and eminent domain warrant articles. He also talked about the potential and interest in the town taking advantage of a Municipal Light and Power statute and is asking the Board to decide if/how they would like to move forward with this and communicate with the public to get feedback.
13. (1:28:15 TS) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting.  
The Board discussed the fire danger and what measures are being taken by the state. There is an open house on Thursday at the Municipal Center gym from 5-8 pm for the Master Plan.

APPROVED  
December 26, 2024

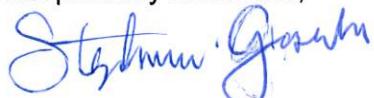
14. (1:31:05 TS) Executive Session

Motion to go into executive session for the purpose of potential litigation MSHG, proposed settlement regarding contract close-out costs for NE Main Street / Gilboa Street and Interest in Real Property for Riedell Road and reconvene into open session for the sole purpose of adjournment, made by Ross Smith, seconded by Mike Fitzpatrick. Roll call vote – Les Stevens, Mike Fitzpatrick, Hal Davis, Ross Smith, Tim Bonin all in favor.

15. Adjournment

Mr. Fitzpatrick made a motion at 9:28pm 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