

Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, March 18, 2025
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum

7:00PM

5. PUBLIC HEARING

Pole Petition 158 Maple Street – Possible Votes

7:10PM

6. PUBLIC HEARING

Retail Alcohol License Amendment Application for Change/Alteration of Premises
Douglas Village Package Store – Possible Votes

7. Highway Department Update
8. Douglas Common Preservation Society – Possible Votes
 - a. Easter Egg Hunt & Photos with the Easter Bunny Application
 - b. Hummingbird Festival / Town Property Use for Food Truck on Common Street
 - c. Flag Pole Repairs
 - d. Gazebo Project Discussion
9. Town Property Use of Gilboa Street Lot for Smash'D Food Truck – Possible Votes
10. MIIA Property & Casualty Presentation
11. Review & Vote LIP (Local Initiative Program) Refinancing for a Compass Point Resident
12. Annual Town Election Warrant – Possible Votes
13. Meeting Minutes – Possible Votes
14. Warrant Article discussion for possible rezoning of land located on Brown Rd., Douglas
15. Review Warrant Articles – Possible Votes
16. Close ATM & STM Warrants – Possible Votes
17. Municipal Light Plant Discussion
18. Budget Discussion
19. Town Administrator's Report

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

21. 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*

22. Adjournment

Douglas Cable is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting

<https://us02web.zoom.us/j/89543386830>

Meeting ID: 895 4338 6830

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

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Find your local number: <https://us02web.zoom.us/u/kbveMkOEtd>

For information about the Zoom platform, including how-to videos and forms for requesting a Zoom meeting:

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

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BOARD OF SELECTMEN
TUESDAY, MARCH 18, 2025
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.

1. Tim Bonin called the meeting to order at 7pm.
2. (0:10 TS) Pledge of Allegiance
3. (0:30 TS) Chairman Announcements – There will be an Italian buffet for the Board members and volunteers and the seniors in the SWOP Program on April 30th at 5 pm, also a reminder for the residents to get their dog licenses.
4. Citizen's Forum- None
5. (1:45 TS) 7:00 PM Public Hearing: Pole Petition 158 Maple Street – Possible votes
(1:53 TS) Motion to open the public hearing made by Ross Smith, seconded by Les Stevens. The vote passed unanimously.
Michael Parent the representative from National Grid joined the table and discussed the installation of a pole to bring service to 158 Maple Street.
(3:45 TS) Motion to close the public hearing made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.
(4:00 TS) Motion to approve the pole petition for 158 Maple Street made by Hal Davis, seconded by Ross Smith. The vote passed unanimously.
7. (4:15 TS) Highway Department Update
Highway Superintendent Adam Furno gave an overview of his update including:
 - Snow and ice had 27 events this winter and spent about \$421,725, and talked about the damage the frost heaves did to the roads this year.
 - Road patching is at about 1/3 of the town done at this point and has spent over \$20,030.00 and went over the costs of asphalt for winter road repairs and the roads that have been done so far.
 - Johnson Court survey is completed, and the drainage design is starting to be put together with an easement design and they are shooting for the fall town meeting to get the easement done and start the drainage and project spring of next year in 2026.
 - Maple Street culvert needs to be replaced because it is failing, and they will start in the spring of next year.
 - South Street was chosen by MassDot to receive additional paving and is potentially going to start next year.
 - Depot Street project will hopefully be starting, and he has a meeting on Friday regarding this project, \$300k from Chapter 90. This project will help the failing culvert up the street and do some paving and sidewalks
 - Current Chapter 90 balance is 1,095,376.00: Depot Street (\$300k), Maple Street design and permitting (\$114k), Johnson Court drainage, designs and easements (\$171k) and leaves a balance of about \$509,376.00. If town meeting approves there will be \$360k added to that balance, and upon legislative approval the town will receive \$615,937.00 this year. There is

about \$80k in crack sealing needed this year and will have the rest to go towards the construction costs of Maple Street and Johnson Court that was estimated by the engineers to cost about \$1 million for the two projects.

- The Southeast Main Street project costs to do everything for this 3.5 mile stretch of road is estimated to be about \$5.4 million. Mr. Furno went over the details of what the project entails and what is not included in the estimated cost.
- Adam Furno and Matt Benoit have been working with Blackstone Valley Collaborative and the SNEP network to get some design grants to replace a culvert on Webster Street (Route 16) near Cedar Street, and the two Wallace Street culverts. They are also working on a design grant for the flooding at the fire station.
- They are expecting the 2 six-wheel trucks they ordered in June of 2024 to be here in December.
- Line painting has increased about \$20k from last year.
- Street sweeping will start April 1st that is contracted out at about \$6,800 and Mr. Furno talked about the potential for future need for the town to purchase a street sweeper truck.
- Tree removal, they did about 160 trees last year and he has about 85 on his list currently to be taken care of.

TA Wojcik discussed the topic of the state legislation to incorporate electric vehicles to the highway fleets and that they are going to ask the legislative delegation to push back the deadline of that initiative.

6. (28:20 TS) 7:10 PM Public Hearing: Retail Alcohol License Amendment Application for Change/Alteration of Premises Douglas Village Package Store – Possible votes
Tim Bonin declared the public hearing open. The owner joined the table to discuss the proposed new building at 392 Northeast Main Street that the Planning Board approved last year and they are hoping to start construction this year.
(30:30 TS) Motion to close the public hearing for Douglas Village Package store made by Mike Fitzpatrick, seconded by Les Stevens. The vote passed unanimously.
(30:50 TS) Motion to accept the amendment to the retail alcohol licenses application for the change/alteration of the premises at Douglas Village Package store, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
8. (31:15 TS) Douglas Common Preservation Society – Possible votes
 - a. Lynn Paresky of the Douglas Common Preservation Society joined the table to discuss the Hummingbird Festival on town property and use for food truck on the common, they have received permission from the First Congregational Church to use their parking lot. She went over the activities offered and the day would start at 9 am and end at 2 pm
 - b. Easter Egg Hunt & Photos with the Easter Bunny Application – Sandra Considine is seeking to host an Easter egg hunt at the town common on April 5th from 10-11 am. They discussed insurance coverage for this event due to it taking place on town property, and the Douglas Common Preservation Society agreed to sponsor this event for the insurance coverage. They discussed the need for police presence with traffic control and the Town Administrator suggests having it and suggests getting guidance from the Police Chief about what is needed for both these events.
(49:30 TS) Motion to approve the request for the Hummingbird Festival and the Easter Egg Hunt subject to getting further input from the Police Chief regarding police presence for traffic control, made by Hal Davis, seconded by Ross Smith. The vote passed unanimously.

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(50:10 TS) Motion to approve the request for a food truck parking at the common street from Douglas Common Preservation Society, made by Hal Davis, seconded by Les Stevens. The vote passed unanimously.

c. (50:55 TS) Flag Pole Repairs

d. Gazebo Project Discussion

Lynn Paresky would like to table these two discussions for another meeting in April because they are still getting estimates for the painting of the gazebo and the donation for the flag pole. Matt Wojcik mentioned that the flag pole was done by Mike Cahill who has recently passed and wanted to make sure the right people were involved with this project and mentioned the painting of the gazebo would also have to be signed off by him as it is town property. They discussed the painting of the gazebo briefly and how it should be done to last longer and the cost.

9. (1:00:30 TS) Town Property Use of Gilboa Street Lot for Smash'D Food Truck – Possible votes
The owners have received a letter of permission from the mill owners to use the parking lot, they discussed other potential spots for the truck as well.
(1:05:45 TS) Motion to acknowledge the use of Gilboa Street parking lot by the Smash'D Food Truck, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.

10. (1:06:10 TS) MIIA Property & Casualty Presentation
David Labonte, vice president from MIIA to discuss and answer any question about the Towns interest in looking for options on the town renewal coming up July 1. Mr. Labonte will be back on April to present MIIA's renewal proposal, and he talked about the rewards programs that the town of Douglas has taken advantage of over the years. They had a lengthy discussion about the rating for the town oil spill and what was given to the town for coverage from MIIA and Travelers. Mr. Labonte will have quotes ready for the April 4 meeting.

14. (1:47:10 TS) Warrant Article discussion for possible rezoning of land located on Brown Road, Douglas
Frank Silun of 8 Brown Road, Sutton stated that he is running into some issues with trying to sell his property because the portion that is in Douglas is zoned as industrial. The zoning change would include Mr. Silent's parcel along with 2 other parcels and Brown Road.

11. (2:03:30 TS) Review & Vote LIP (Local Initiative Program) Refinancing for a Compass Point Resident
(2:03:35 TS) Motion for the Board of Selectmen to approve that the stipulated loan be at fixed rate and the principal loan amount should not exceed \$53k as per the LIP refinance request form, made by Tim Bonin, seconded by Mike Fitzpatrick. The vote passed unanimously.

12. (2:04:25 TS) Annual Town Election Warrant – Possible votes
(2:04:50 TS) Motion to approve a warrant for an annual town election to be held on Tuesday, May 13, 2025 made by Hal Davis, seconded by Les Stevens. The vote passed unanimously.

13. (2:05:05 TS) Meeting Minutes: February 18, 2025 – Possible votes
(2:05:40 TS) Motion to approve the meeting minutes of February 18, 2025, as written, made by Les Stevens, seconded by Ross Smith. Mike Fitzpatrick abstained, and all other members voted in favor.

15. (2:06:30 TS) Review Warrant Articles – Possible votes

- The BVT stabilization account – they don't have any information because Dr. Fitzpatrick did not mention any on this subject when he attended the Finance Committee meeting.
- Personnel bylaw amendment, non-union member holiday pay – Jeanne Lovett the Finance Director would like to go over the language with the Administrator so asked to put this on hold.
- Article 1 – Standard transfers and amendments
- Municipal separate stormwater systems compliance year 8 funding- Matt Benoit the Community Development Director explained that this is an ongoing program the town has as part of the MS4, improving the town's drainage and infrastructure and proposing changes with a funding amount of \$40k from free cash.
- Brown Road

There was a discussion about what to do with the BVT stabilization account request.

(2:23:50 TS) Motion to include the BVT stabilization account on the warrant made by Tim Bonin, seconded by Les Stevens. Tim Bonin was opposed, all other members in favor.

(2:24:35 TS) Motion to create the article for the personnel bylaw amendment for the non-union member holiday pay and the zoning amendment for Brown Road, made by Les Stevens, seconded by Mike Fitzpatrick. The vote passed unanimously.

The Board and Matt Benoit discussed the stormwater and what the \$40k that the town will be paying for.

(2:26:30 TS) Motion to support the article drafted for the municipal stormwater sewer MS4 compliance year 8 funding for \$40k, made by Les Stevens, seconded by Ross Smith. The vote passed unanimously.

Matt Benoit brought up two placeholders for the warrant that are the Keevan property parking area that they are discussing further and the ADU bylaw which they are still waiting for Attorney General's office to respond, so both items have been pulled for further consideration. There was discussion about the road acceptance for Whitin Heights and Williams Road and that some do not have enough bond to cover the work for Whitin Heights and the concerns of the board members in accepting this road. Matt Benoit will discuss this with Town Counsel.

- Board of Health design and permitting land fill repair

16. (2:41:10 TS) Close ATM & STM Warrants – Possible votes

(2:41:15 TS) Motion to close the annual and special town meeting warrants set for May 5th at 7:00 pm at the high school auditorium, made by Les Stevens, seconded by Hal Davis. The vote passed unanimously.

17. Municipal Light Plant Discussion – Passed Over

18. (2:42:05 TS) Budget Discussion

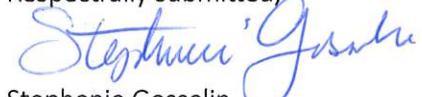
Matt Wojcik stated that they don't need to do item 21 on the agenda. TA Wojcik stated that the municipal side of the budget is basically flat and any additions and increases are all being allocated to the school budget, there is a very large increase in school bus transportation contract. On March 11th he was looking at a bottom-line deficit of \$173,768 and the budget he submitted to the board is balanced, he went over how he got to the balanced budget. Some of the reductions included \$20,000 from the conservation agent and not filling the position of the facilities manager, taking the tree warden budget down to zero in hopes that at fall town meeting that can be restored to the tree warden budget and open space requested a budget for signage that had to be cut. He went through items that needed to be added and other minor subtractions

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from the budget that landed him at \$10,307 going into the reserve fund, if the Board wild like to take that amount out and allocate it to something they can do that. They discussed the little brown house and finding a way to take it down.

19. Town Administrator's Report – Passed Over
20. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting – None
21. Executive Session – Passed Over
22. (3:09:40 TS) Adjournment
Motion to adjourn the meeting made by Ross Smith, seconded by Mike Fitzpatrick. The vote passed unanimously.

Respectfully submitted,



Stephenie Gosselin
Recording Secretary