



**Board of Selectmen Agenda**  
**Municipal Center Resource Room**  
**Tuesday, May 6, 2025**  
**7:00 PM**

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

**PUBLIC HEARING**

5. Pole Petition 108 Vine Street – Possible Votes
6. Property & Casualty Discussion – Possible Votes
7. DCR Land Acquisition Notice
8. Review RFP for Town Owned Real Estate (11 Gleason Court)
9. Possible Discussion regarding retention of appraisal services for Douglas owned land in Uxbridge – Possible Votes
10. Notice of Appointment of John Charbonneau Community Development Director
11. Review Annual Appointments
12. Meeting Minutes – Possible Votes
13. Municipal Light Plant Discussion
14. Town Administrator's Report
15. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
16. 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*
17. Adjournment

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

APPROVED  
May 20, 2025

BOARD OF SELECTMEN  
TUESDAY, MAY 6, 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 7:00pm.
2. (0:10 TS) Pledge of Allegiance
3. (0:30 TS) Chairman Announcements: A note of appreciation to the town staff and those who cooked and helped for the volunteer appreciation dinner about a week ago. The Hummingbird Festival held at the Town Common on May 3<sup>rd</sup> was well attended.
4. (1:45 TS) Citizen's Forum: NONE
5. (1:55 TS) Public Hearing: Pole Petition 108 Vine Street – Possible votes  
(1:55 TS) Motion to open the public hearing made by Ross Smith, seconded by Mike Fitzpatrick. The vote passed unanimously.  
Engineer Al Gavin with National Grid explained the petition is for a new home. There are no issues from the Highway, Police or the Fire Department. Tim Bonin read the Conservation Agent's request of a half circle of erosion control around the pole.  
(4:20 TS) Motion to close the public hearing made by Mike Fitzpatrick, seconded by Les Stevens. The vote passed unanimously.  
(4:40 TS) Motion to approve the pole petition for 108 Vine Street made by Les Stevens, seconded by Hal Davis. The vote passed unanimously.
6. (5:00 TS) Property & Casualty Discussion – Possible votes  
Ross Smith stated his opinion is to stay with MIIA and explained his reasons. Les Stevens stated that he is in favor of making a change. Mike Fitzpatrick is not comfortable with changing companies and explained his reasons. Hal Davis stated he would make a change to a new company. Tim Bonin stated that he believes it is time for a change. The MIIA representative and World Insurance representative spoke briefly about their concerns to the board members.  
(16:55 TS) Motion to retain World Insurance Associates LLC as the property and casualty insurance package as recommended, made by Hal Davis, seconded by Les Stevens. Roll call vote – Hal Davis, Les Stevens, Tim Bonin all in favor, Ross Smith and Mike Fitzpatrick opposed. The motion passed 3- 2.
7. (18:10 TS) DCR Land Acquisition Notice  
Chairman Bonin read the public notice of the prosed DCR land acquisition, and the members discussed it briefly. No vote is required for this.

8. (22:10 TS) Review RFP for Town Owned Real Estate (11 Gleason Court)  
TA Wojcik sent a draft to Selectboard members to review and stated that they will receive a recommendation from the Building Facilities Construction Committee after their meeting on May 21<sup>st</sup>. TA Wojcik stated that this board will be reviewing the bids and discussed the process briefly.
9. (37:45 TS) Possible discussion regarding retention of appraisal services for Douglas owned land in Uxbridge – Possible votes  
TA Wojcik is looking for authorization from the board to retain an appraiser for the property and expense will come out of the Selectmen budget. They discussed different options of selling the property including bids and an auction.  
(43:55 TS) Motion to authorize the Town Administrator to retain appraisal services for the Douglas owned land in Uxbridge made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.
10. (44:15 TS) Notice of Appointment of John Charbonneau Community Development Director  
TA Wojcik has made an appointment for the Community Development Director position under the Town Administrator special act. The Selectboard has 21 days from the date of notice to act in favor or not, and if no action is taken the appointment will be effective on May 20<sup>th</sup>. TA Wojcik went through the interview process, and discussed briefly the decision to choose John Charbonneau from the five candidates. All the board members are in favor of the TA Wojcik's choice of appointment for the Community Development Director position.
11. (49:05 TS) Review Annual Appointments  
They discussed the idea of looking into other choices for land counsel.
12. (1:03:05 TS) Meeting Minutes – Possible votes  
(1:04:15 TS) Motion to approve the meeting minutes for April 1, 2025, as written, made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.  
(1:05:00 TS) Motion to approve the meeting minutes of April 15, 2025, as written, made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.
13. (1:05:15 TS) Municipal Light Plant Discussion  
TA Wojcik gave an update regarding the Pyne Sand and Gravel property for this prospective project, and the possibility of potential use of the property for an indoor agriculture facility.
14. (1:13:50 TS) Town Administrator's Report  
TA Wojcik talked about the risk management and the property and casualty insurance. He wanted to thank the staff for the volunteer appreciation dinner they hosted. Also discussed were changes made to federal aid, specifically FEMA, and the ongoing threat of cyber-attacks and how the town plans to handle these changes in the future.  
The state has postponed the mandate for electric trucks for one year, and this includes all medium and heavy vehicles within the department fleets.

15. Open Session for Topics not Reasonably Anticipated 48 Hours in Advance of the Meeting  
– None

16. Executive Session 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 – Passed Over

17. Adjournment  
(1:32:00 TS) Motion to adjourn the meeting made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.

Respectfully submitted,

  
Stephenie Gosselin  
Recording Secretary