



**Board of Selectmen Agenda**  
**Municipal Center Resource Room**  
**Tuesday, June 3, 2025**  
**7:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum
5. Reorganization – Possible Votes

**PUBLIC HEARING**

6. Martin Road "Picnic in the Park" Entertainment License & Food Truck Approval on Town Property – Possible Votes
7. Review MOU Request for Douglas Police Officers Association – Possible Votes
8. Authorize TA to Sign IMA for Veterans Services FY26 through FY28 – Possible Votes
9. Riverwalk Concept from Master Plan Committee Discussion
10. Municipal Light Plant Discussion
11. Review RFP for 11 Gleason Court – Possible Votes
12. Review RFP for Land Counsel – Possible Votes
13. Review Annual Appointments – Possible Votes
14. CMRPC BOS Delegate & Alternate Appointments for FY2026 – Possible Votes
15. Ratify Employment Contract for Lisa Freeman FY26 through FY28 – Possible Votes
16. Meeting Minutes – Possible Votes
17. TA / Town Goals Discussion – Possible Votes
18. Town Administrator's Report
19. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
20. 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 - 77 Davis Street Map/Lot 168-16*
  - 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. Potential Litigation – MSHG & Shore Road*

## 21. Adjournment

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BOARD OF SELECTMEN  
TUESDAY, JUNE 3, 2025  
MEETING MINUTES

Attendance: Chair Les Stevens, Vice Chair Tim Bonin, Mike Fitzpatrick, Hal Davis, Ross Smith, 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's Announcements  
Congratulations to the Douglas girls' varsity softball team for a first round win against Lunenburg on Sunday.
6. (1:05 TS) Public Hearing: Martin Road "Picnic in the Park" Entertainment License and Food Truck Approval on Town Property – Possible votes  
Tim Bonin declared the public hearing open. Rhoda Hendrickson went over the event and she is requesting permission for food trucks on town property and an entertainment license. Lisa Freeman will distribute the information to the appropriate departments as Rhoda gives her the information.  
(5:50 TS) Motion to close the public hearing made by Mike Fitzpatrick, seconded by Hal Davis. The vote passed unanimously.  
(6:00 TS) Motion to approve the entertainment license and food truck parking on town property made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
9. (6:25 TS) Riverwalk Concept from Master Plan Committee Discussion  
Bob Minarik showed a PowerPoint presentation of the project details, and went over the resident survey results taken by the Master Plan Committee.
10. (20:00 TS) Municipal Light Plant Discussion  
Bob Minarik stated that this is an ongoing discussion. He spoke with a consultant last week that sent him many links to research information from, and he will continue doing the research on this project.
13. (22:10 TS) Review Annual Appointments – Possible votes  
The board is going to hold off on voting until their next meeting.
14. (24:25 TS) CMRPC BOS Delegate & Alternate Appointments for FY2026 – Possible votes  
Currently Ross Smith is the delegate and Les Steven's is the alternate.  
(24:40 TS) Mike Fitzpatrick made a recommendation to keep the appointments as is, seconded by Hal Davis. The vote passed unanimously.
5. (25:15 TS) Reorganization – Possible votes  
Mike Fitzpatrick nominated Tim Bonin to stay as Chairman. Tim Bonin thanked Mr. Fitzpatrick for the nomination. Mr. Bonin stated that for the health of the town and recognizing he was recently reelected and will not do this forever, he does not mind serving in a leadership capacity, but feels the Chairmanship should go to someone else who may "take the ball and run with it" and would be

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glad to work with whoever fills the seat. Mr. Stevens asked if he wanted to do one more inning or go to the bullpen and Mr. Bonin replied he would like to go to the bullpen. Mr. Bonin then nominated Les Stevens for chairperson; Ross Smith nominated Mike Fitzpatrick for chairperson. Mike Fitzpatrick withdrew his nomination and nominated for Tim Bonin as vice chair. Roll call vote for Les Stevens as chair: Tim Bonin, Hal Davis, and Les Stevens. Votes for Mike Fitzpatrick were Ross Smith and Mike Fitzpatrick. Les Stevens voted in as chairperson. Hal Davis nominated Mike Fitzpatrick as vice chair and Mike Fitzpatrick declined, Les Stevens and Ross Smith nominated Tim Bonin as vice chair, all members voted in favor of Tim Bonin as vice chair.

7. (31:30 TS) Review MOU request for Douglas Police Officer Association – Possible votes  
TA Wojcik stated that there is no objection with this from him or the Police Chief for the discussion of police detail.  
(35:40 TS) Motion to approve the MOU request for Douglas Police Officers Association as presented made by Ross Smith, seconded by Tim Bonin. The vote passed unanimously.
8. (36:00 TS) Authorize Town Administrator to sign Intermunicipal for Veterans Services FY26 – Possible votes  
This is an agreement with the Blackstone Valley Veterans Services district. Communities includes Douglas, Uxbridge, Northbridge, Sutton and Millbury who share the costs of providing administration for veteran's benefits, and this is for approval for renewal from the board.  
(38:00 TS) Motion to authorize the Town Administrator to sign the IMA for veteran services for fiscal year 2026 through 2028, made by Tim Bonin, seconded by Hal Davis. The vote passed unanimously.
11. (38:25 TS) Review RFP for 11 Gleason Court – Possible votes  
TA Wojcik stated the RFP is being reviewed by BFCC members and discussion is on hold for this board until we receive recommendation back from BFCC at their June meeting.
12. (39:20 TS) Review RFP for Land Counsel – Possible votes  
The town has three interested firms that will be interviewed for the appointment. TA Wojcik went over what he would be looking for from the firms that are applying, and stated that they should be able to interview everyone by the end of June and the board be able to decide by the first meeting in July.  
(48:20 TS) Motion for the Town Administrator to move forward with RFP for land counsel and that the staff will interview all interested firms and score them with factors the board decides on such as quality of attorney, availability to attend the meetings, overall approach to regulations and enforcement. Staff will conduct background checks, and all references rankings and notes will be submitted to the board no later than June 24 and the board will choose which firm will be interviewed as early as the first July meeting and conduct interviews starting on July 15<sup>th</sup>. The board can deliberate as it sees fit and make the appointments by September, made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.  
The board discussed whether to inform the incumbent firm whether they will be asked to apply, and the decision was to notify them and if they want to reapply, they can.
15. (58:25 TS) Ratify Employment Contract for Lisa Freeman FY26 through FY28 – Possible votes  
This position was moved from hourly to a contact position three years ago and it expires July 1st.  
(1:03:20 TS) Motion to ratify Lisa Freeman's employment contract for FY26 through FY28, made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.

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16. (1:03:35 TS) Meeting Minutes: May 20, 2025 – Possible votes  
(1:04:50 TS) Motion to approve meeting minutes of May 20, 2025, as amended, made by Tim Bonin, seconded by Ross Smith. The vote passed unanimously.
17. (1:05:05TS) Town Administrator/ Town Goals Discussion – Possible votes  
This board supports TA Wojick finding a way to get rid of the brown house on route 16, and the board members will discuss over the next couple of meetings what other goals they would like to see get attention and get done.  
(1:12:05 TS) Motion to put on the goals list of the removal of the brown house, and beautify the town common further made by Tim Bonin, seconded by Hal Davis. Rollcall vote – Ross Smith, Hal Davis, Les Stevens, and Tim Bonin all in favor and Mike Fitzpatrick abstained.
18. (1:14:15 TS) Town Administrator's Report  
TA Wojcik stated that there are many major town plans that are due for renewal, one being the Emergency Response Plan, Hazard Mitigation Plan and the Continuity of Operations Plan.  
The update for the roadway project on Depot Street will visibly start next Monday and the roadwork will start June 17th weather permitting.  
The Fire Station roofing project is out to bid.  
TA Wojcik discussed the issue with the generator at town hall and the reason they needed the temporary generator, and the town hall the boiler repairs.
19. (1:29:30 TS) Open session for topics not reasonably anticipated 48 hours in advance of the meeting.  
Ross Smith wanted to thank the quick response to the flag replacement at the schools.  
Hal Davis has a request from a resident to have the drop box moved closer to the road/parking lot for easier access for handicapped people.  
Mike Fitzpatrick stated that the Animal Regulation Sub-Committee is seeking whether or not this is going to be a regulation or a by-law. The board decided to put this on the agenda for the next meeting so they can get more information to make a decision.
20. (1:45:40 TS) Executive Session  
(1:45:45 TS) Motion to enter executive session to discuss the interest in real property for 77 Davis Street and potential litigation with MSHG and Shore Road and to reconvene in open session for the sole purpose of adjournment made by Ross Smith, seconded by Hal Davis. Rollcall vote – Ross Smith, Hal Davis, Les Stevens, Tim Bonin, and Mike Fitzpatrick all in favor.
21. Adjournment  
Mr. Bonin made a motion at 9:28pm to leave executive session and return to regular session for the sole purpose of adjournment, Mr. Fitzpatrick seconded the motion, all in favor. Roll call vote Davis – aye, Smith – aye, Fitzpatrick – aye, Bonin – aye, Stevens – aye.

Respectfully submitted,



Stephenie Gosselin  
Recording Secretary