



Board of Selectmen Agenda
Municipal Center Resource Room
Tuesday, July 15, 2025
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Chairman Announcements
4. Citizen's Forum
5. Food Truck Parking at Soldiers Field for Screening of Eephus – Possible Votes
6. Meeting Minutes – Possible Votes
7. Blackstone Valley Selectmen Workshop Discussion – Possible Votes
8. BOS Policies & Procedures Discussion – Possible Votes
9. Modernization of Town Government Discussion – Possible Votes
10. TA & Town Goal Discussions – Possible Votes
11. Town Administrator's Report
12. Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting
13. 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*
14. Adjournment

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For information about the Zoom platform, including how-to videos and forms for requesting a Zoom meeting:
<https://douglas-ma.gov/530/Remote-Meetings>

APPROVED
September 16, 2025

BOARD OF SELECTMEN
TUESDAY, JULY 15, 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. Les Stevens called the meeting to order at 7pm.
2. (0:11 TS) Pledge of Allegiance
3. (1:10 TS) Chairman Announcements
On August 9th with a rain date of August 10th the Recreation Commission unanimously approved the use of Soldiers Field by the Library Trustees for a screening of the movie Eephus that was filmed almost exclusively at Soldiers Field back in 2022.
4. Citizen's Forum: NONE
5. (2:00 TS) Food Truck Parking at Soldiers Field for Screening Eephus – Possible votes
Justin Snook the Library director spoke about the event and is before the Board to get food truck approval for the event. The Board and Mr. Snook had a lengthy discussion about some details of the event like parking, and facilities etc.
(19:55 TS) Motion to allow up to five food truck entities to participate in the August 9th and/or 10th viewing of Eephus with the specific parameters of setting up defined by a cadre of towns people and volunteers, made by Tim Bonin, seconded by Ross Smith. The vote passed unanimously.
6. (22:00 TS) Meeting Minutes: June 3, 2025 & June 17, 2025
The Board decided to table the vote on the June 3 minutes to check on some language.
(26:45 TS) Motion to approve the June 17, 2025, meeting minutes as written, made by Mike Fitzpatrick, seconded by Ross Smith. Tim Bonin abstained, and the rest of the members voted in favor.
7. (27:10 TS) Blackstone Valley Selectmen Workshop Discussion – Possible vote
The workshop will be hosted by the Town of Millbury, and they discussed if any members would like to attend.
(30:25 TS) Motion to put Les Stevens and Ross Smith on the Blackstone Valley Selectmen Workshop team until further notice, made by Tim Bonin, seconded by Hal Davis. The vote passed unanimously.
8. (30:55 TS) BOS Policies & Procedures Discussion – Possible votes
The purpose of this document is to recognize the need to codify the traditional and accepted working relationships among members of the board and the administrator and between the board and other town boards, committees, officials and citizens as well as the need to consolidate town policies and procedures have undertaken to create operating procedures of the Board of Selectmen. The Board members and Town Administrator discussed the importance of having something like this in place, and examples of why it is important and their opinion on

things they would like to see and the impacts to some boards and committees once the Town's population reaches 10k.

9. (50:00 TS) Modernization of Town Government Discussion - Possible votes

The Town Administrator, Matt Wojcik wanted to have a discussion about how the town decides to govern itself, and that it may become the duty of the Town Administrator and the Finance Director as a matter of fiscal control and fiscal prudence to bring to the attention of the community at large not just the BOS as to inefficiencies and inadequacies in the current governance model to fully guarantee that the taxpayer receives service for what they pay for.

10. (54:15 TS) TA & Town Goal Discussions - Possible votes

The Board and Town Administrator discussed the "little brown house" and having that taken care of and discussed the capital list regarding this building and other projects on the capital list budget to be done. They also discussed establishing a 55 plus bylaw, moving the highway barn project forward, and possibly doing a 5-year projection for projects that the BOS would like to see happen. They discussed options for school transportation for out of district students because the cost of school transportation went up 23%, which is not a sustainable pattern for Douglas. Matt Wojcik spoke about the town's economic development goals and updates on current economic development projects, and working with the commercial developers as well as making sure the town benefits.

11. (1:23:20 TS) Town Administrator's Report

- TA Wojcik stated that the school business manager Cortney Keegan will be retiring with an event in her honor in July and thanked her for her ethical integrity and tremendous work ethic while she has worked in Douglas and that she will be missed.
- The budget passed and the governor signed it, and there will be a lottery system implemented for the Technical Schools.
- Tomorrow the appraiser will be at 11 Gleason Court to get the process moving, and once the appraisal is complete the RFP will be ready for posting.
- With the Depot Street project there is a drainage pipe that has failed that runs from Cottage Street across Main Street. They will have an outside contractor come on a Sunday evening to dig across Main Street and have it fixed possibly sometime in August; there are other drainage repairs along the road that need to be fixed as well. There is money left in this budget, there are four funding sources for this project that are ARPA, Town Meeting, Water Commission Retained Earnings and Chapter 90.
- The Town has completed their phone transition and now a zoom phone client.
- He talked about the Hazard Mitigation Plan.
- Discussed the emergency management, and the two important things that TA Wojcik would like to see highlighted is situational awareness and communications and he explained what that means to him.

12. Open session for topics not reasonably anticipated 48 hours in advance of the meeting. NONE

13. (1:46:05 TS) Executive Session

Motion to enter into executive session for the purpose of potential litigation with MSHG and to reconvene into open session for the sole purpose of adjournment, made by Ross Smith,

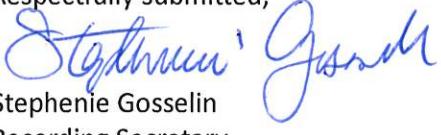
APPROVED
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seconded by Tim Bonin. Roll call vote – Ross Smith, Hal Davis, Les Stevens, Tim Bonin, Mike Fitzpatrick all in favor.

14. Adjournment

Mr. Bonin made a motion at 9:02pm 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 Smith – aye, Davis – aye, Stevens – aye, Bonin – aye, Fitzpatrick – aye.

Respectfully submitted,


Stephenie Gosselin
Recording Secretary