



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

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

PUBLIC HEARING

5. FY2026 Tax Classification Hearing – Possible Votes
6. Review & Discuss Scoring for 11 Gleason Court RFP – Possible Votes
7. Easement from Depot Street to Primary School Discussion
8. Annual License Renewals (Alcohol, Common Victualler, Entertainment) – Possible Votes
9. Grant Acceptances – Possible Votes
 - Adult Social Center / Formula Grant \$15,664
 - CMRPC / Mumford River MVP 2.0 Seed Project Implementation \$50,000
10. Economic Development Commission Member Discussion – 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. Adjournment

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

APPROVED
December 16, 2025

Board of Selectmen
Meeting Minutes
Tuesday, November 18, 2025
7:00 PM

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

1. Call to Order – Les Stevens called the meeting to order at 7pm.
2. (0:05 TS) Pledge of Allegiance
3. (0:30 TS) Chairman Announcements – Les Stevens stated there was a great turn out at town meeting and wanted to recognize the great work from staff, and all who helped out.
4. (0:50 TS) Citizen's Forum - NONE

PUBLIC HEARING

(1:00 TS) Motion to open the public hearing made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.

5. (1:10 TS) FY2026 Tax Classification Hearing – Possible Votes

Chris Pupka the Town Assessor, and showed a PowerPoint presentation and stated that every year for setting the tax rate the town is required to be certified by the Department of Revenue every five years (the reval. year).

The Tax Rate Calculation: Tax Levy (from Levy Limit) \times 1000 = Tax Rate

Taxable Value (from LA₄)

Mr. Pupka went over how they find the taxable value and what the average/median value change for single family homes in town are.

Average Value - FY25 \$471,300 / FY26 \$521,800 / difference=50,500 / % change 10.7%
Median Value - FY25 \$453,600 / FY26 \$503,100 / difference=49,500 / % change 10.9%

To calculate the Tax Levy:

FY2025 Levy Limit	22,245,259
2.5 % of FY2025 Levy Limit	556,131
FY2026 New Growth	276,608
FY2026 Subtotal	23,077,998
FY2026 Debt Exclusion	1,519,046
FY2026 Maximum Allowable Levy	24,597,044
FY2026 Excess Levy Capacity	13,778

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FY2026 Tax Levy 24,583,266

The Tax Rate Calculation: 24,583,266 x 1000 = 12.07

2,036,724,571

Anticipated Tax Rate is 12.07

Mr. Pupka went over the tax rate and value history for the town, what the average / median value change for single family homes with the tax amount, and the FY26 value distribution. Some other recap figures for FY26 are the Excess Levy Capacity (\$13,778) and the New Growth (\$276,608).

(22:50 TS) Motion to close the public hearing made by Hal Davis, seconded by Ross Smith. The vote passed unanimously.

(23:00 TS) Motion to adopt the Fiscal Year 2026 residential tax factor of one, made by Mike Fitzpatrick, seconded by Tim Bonin. The vote passed unanimously.

6. (23:35 TS) Review & Discuss Scoring for 11 Gleason Court RFP – Possible Votes
The board discussed their scoring they gave for the RFP's, the Meehan Group's proposal received a score of 51 and New Colony's proposal received a score of 40. The Meehan Group offers \$10k and New Colony offers \$390k. There was discussion about whether they could reject the bids if they don't suite the towns needs and desires for the property. The Board does not think either proposal is acceptable, and they are going to readvertise.
(39:00 TS) Motion to reject all bids and proposals for the 11 Gleason Court project, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
7. (39:35 TS) Easement from Depot Street to Primary School Discussion
Matt Wojcik would recommend the board to retain a much more affordable option to run title, because he would want title to be fully run.
8. (47:50 TS) Annual License Renewals (Alcohol, Common Victualler, Entertainment) – Possible Votes
(51:00 TS) Motion to approve the alcohol license for the Douglas Village Package Store, the alcohol license and common victualler for Gregory's, and a yearly entertainment for Douglas Orchards with the condition that for Douglas Village Package Store and Gregory's inspections from all required departments are met, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.
9. (52:00 TS) Grant Acceptances – Possible Votes
 - Adult Social Center / Formula Grant \$15,664
 - CMRPC / Mumford River MVP (Municipal Vulnerability Preparedness) 2.0 Seed Project Implementation \$50,000

TA Wojcik explained what is included and involved in the CMRPC seed project funds.

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(57:50 TS) Motion to accept the grant for \$15,664 from the Massachusetts Executive Office of Aging and Independence for the purpose of funding programs, supplies, entertainment, and other expenses for the center and the senior van, made by Tim Bonin, seconded by Hal Davis. The vote passed unanimously.

(58:15 TS) Motion to accept the \$50k for the CMRPC / Mumford River MVP (Municipal Vulnerability Preparedness) 2.0 Seed Project Implementation grant, made by Tim Bonin, seconded Ross Smith. The vote passed unanimously.

10. (59:00 TS) Economic Development Commission Member Discussion – Possible Votes

There have been multiple attempts to reach out to the member with no response.

(1:00:50 TS) Motion to support the request for voluntary resignation, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.

11. (1:01:30 TS) Meeting Minutes: October 21, 2025 – Possible Votes

(1:02:10 TS) Motion to approve the October 21, 2025, meeting minutes as written, made by Tim Bonin, seconded by Ross Smith. The vote passed with 4 ayes and one abstention.

12. (1:02:25 TS) Town Administrator's Report

- The employee insurance advisory committee for the town's health insurance policies did take a vote to support the notion of keeping the existing retiree benefit plan as is regardless of the increase in the premium. TA Wojcik went over some of the details of the benefits. The retiree insurance discussion and breakfast were held this morning at town hall, where the retirees received the information and there was no push back from them on the increase.
- The cost of the software that is used by dispatch is going to increase a lot and TA Wojcik is going to talk with the chiefs and the union in more detail before he brings anything to the Select Board.
- TA Wojcik has a meeting with BVT today regarding the budget, which is meeting number 3 with the new superintendent. What they figured out is that the plan for the reduction of the total population of Douglas students at BVT will show up in the town's fiscal 2027 budget not 2028.
- TA Wojcik talked about the bidding and what the bidders should pay attention to before they make their bids.
- Worcester Regional Transportation Authority has an ADA vacancy which will be advertised to see if anyone would be interested in serving on the board along with the Economic Development Commission vacancy.

13. (1:19:20 TS) Open Session for Topics Not Reasonably Anticipated 48 Hours in Advance of the Meeting. NONE

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14. (1:19:30 TS) Adjournment

Motion to adjourn the meeting, made by Mike Fitzpatrick, seconded by Ross Smith. The vote passed unanimously.

Respectfully submitted,



Stephenie Gosselin
Recording Secretary