

**TOWN OF DOUGLAS
ANNUAL & SPECIAL TOWN MEETING
VOTER INFORMATION BULLETIN
Monday, May 6, 2024
Douglas High School Auditorium
7:00 PM**

FINANCE COMMITTEE MESSAGE

Dear Fellow Citizens,

As we gather to consider the warrant for the upcoming year we look forward to an ongoing discussion about how we can keep improving things in our town. We've seen progress in many areas and are thankful for the resources that we've been able to utilize as we tackle the issues before us.

We also acknowledge that our town's population has grown quite a bit in the last decades even as its infrastructure has aged and that this combination of a growing population with aging infrastructure challenges us to use our resources as best we can, especially given the high cost and limited availability of so much of what our town departments need to carry on effectively.

We welcome your input at any time and remind everyone that our meetings are open to the public. Please come and share your thoughts with us!

Sincerely,
Your Finance Committee

Dick Vandenberg, Chairman
Sandy Kuipers, Vice Chair
Howard D'Amico
Carol Gogolinski

Ryan Hogan
Michael Hutnak
Heather Morin
Lynne Mussulli

SPECIAL TOWN MEETING

Article 1.	Fiscal Year 2024 Budget Transfers / Amendments
Article 2.	Snow & Ice Account Transfer
Article 3.	Prior Year Bills
Article 4.	Transfer from Free Cash to the OPIOID Special Revenue Account
Article 5.	Capital Improvement Supplemental Budget
Article 6.	Municipal Center Oil Spill
Article 7.	North Street Project – Additional Match

Article 1: Fiscal Year 2024 Budget Transfers / Amendments

To see if the Town will vote to amend the action taken on Article 2 of the Annual Town Meeting of Monday, May 1, 2023 by transferring from available funds the following sums of money to the following budget line items in the Fiscal Year 2024 Budget; or take any other action related thereto.

Increase Treasurer/Collector Wages	\$2,000
Increase FinCom Expenses	\$5,000
Increase Town Audit	\$1,000
Increase Technology Expenses	\$5,000
Increase Town Report Expenses	\$1,000
Increase Town Hall Office Supplies	\$4,000
Increase Community Development Expenses	\$45,000
Increase Landfill Maintenance	\$8,600
Increase Fire Wages	\$38,500
Increase Fire Expenses	\$3,868
Increase Ambulance Wages	\$27,400
Increase Ambulance Expenses	\$3,868
Increase Weights and Measures	\$950
Increase Highway Expenses	\$5,000
Increase Highway Maintenance Expenses	\$35,000
Increase Cemetery Expenses	\$2,900

Increase COA Wages	\$16,350
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Decrease Highway Wages	\$83,000
Decrease Public Nurse Wages	\$12,000
Decrease Norfolk County Agricultural	\$79,168
Transfer from Ambulance Receipts Reserved for Appropriation	\$31,268

Explanation: This is standard procedure in order to take care of changes in spending and costs that have occurred during Fiscal Year 2024.

FinCom Voted to Recommend this Article by a Majority Vote

Article 2: Snow & Ice Account Transfer

To see if the Town will vote to transfer from free cash the sum of **\$75,000** to the FY24 Snow & Ice Account; or take any other action related thereto.

Explanation: This is standard procedure to take care of changes in spending and costs that have occurred during Fiscal Year 2024.

FinCom Voted to Recommend this Article by a Majority Vote

Article 3: Prior Year Bills

To see if the Town will vote to transfer from available funds the sum of **\$5,639.35** to pay the following prior year's bills; or take any other action related thereto.

• Cablecast Community Media (Cable)	\$ 571.28
• NEDT (Public Bldg. Maint.)	\$1,542.75
• CH Neurology Foundation (School)	\$2,185.32
• OTIS (School)	<u>\$1,340.00</u>
	\$5,639.35

Explanation: This is standard procedure in order to take care of changes in spending and costs that have occurred during Fiscal Year 2024.

FinCom Voted to Recommend this Article by a Majority Vote

Article 4: Transfer from Free Cash to the OPIOID Special Revenue Account

To see if the Town will vote to transfer the sum of **\$76,365.40** from free cash to the OPIOID Special Revenue Account; or take any other action related thereto.

Explanation: This reflects the state's Department of Revenue accounting change to allow Opioid receipts to be placed in special revenue account.

FinCom Voted to Recommend this Article by a Majority Vote

Article 5: Capital Improvement Supplemental Budget

To see if the Town will vote to approve the following submitted by the Capital Improvement Committee and or transfer from available funds the sum of **\$324,800** to fund the following Capital Projects; or take any other action related thereto.

Projects:	Previously Approved Projects	Appropriated Funds	Total Project Costs
Roadway Paving/Repairs		\$26,800	\$26,800
EV Charging Station Replacement/Repairs		\$38,000	\$38,000

Post Office & Adult Social Center Parking Lot Paving & Associated Costs	ATM 5/2/2022 \$90,000	\$50,000	\$140,000
Highway Department Dump Truck w/Plow & Sander (In addition remove the word International)	ATM 5/1/2023 \$265,000	\$20,000	\$285,000
School Security		\$140,000	\$140,000
Cable Broadcast Server and all associated costs		\$50,000	\$50,000
Total Appropriated Funds		\$324,800	

The funds shall include the following transfers from previously approved capital/special articles with the remainder coming from free cash as noted:

Assessor's Revaluation	Art 2 STM 5/3/21	\$ 4,058.02
Police Cruisers	Art 4 STM 5/1/23	\$ 614.02
Cable Studio Equipment	Art 10 ATM 5/2/16	<u>\$50,000.00</u>
Transfer from Previously Approved Projects		\$54,672.04
Transfer from Free Cash		<u>\$270,127.96</u>
Total Transfer from all Sources		\$324,800.00

Explanation: These requests reflect changes in pricing, availability of items, and other factors that have occurred during Fiscal Year 2024.

FinCom Voted to Recommend this Article by a Majority Vote

Article 6: Municipal Center Oil Spill

To see if the Town will vote to transfer the sum of **\$77,680** from Free Cash to amend Article 8 of the November 8, 2021 STM and Article 3 of the November 16, 2022 STM warrant for the purpose of remaining cleanup costs, additional engineering costs, and all other associated costs arising from an oil spill in the Municipal Center basement; or take any other action relative thereto.

Commentary: This is ongoing. Town Meeting previously approved funds in the amount of \$265,000.

Explanation: This is an ongoing project and follows on approved funds from Special Town Meetings of 2021 and 2022.

FinCom Voted to Recommend this Article by a Majority Vote

Article 7: North Street Project – Additional Match

To see if the Town will vote to transfer the sum of **\$67,000** from Free Cash for the purpose of matching a \$529,300 Site Readiness grant award to complete the design and engineering involving a water/sewer/stormwater infrastructure upgrade and road widening/realignment project with sidewalks on North Street, from Gilboa Street to the Sutton town line, plus completing the design and engineering involving a 300,000 gallon elevated water storage tank on Parcel 117-61.1; or take any other action relative thereto.

Explanation: This reflects increased costs due to redesigns of the project that were made based on input from citizens who live in the area.

FinCom Voted to Recommend this Article by a Majority Vote

ANNUAL TOWN MEETING

1. Finance Committee Report	11. Ratify Fire Union Contract
2. FY25 Budget	12. Ratify Police Union Contract
3. Salaries of Elected Officials	13. Amend General Bylaw Article 8 Wetland Bylaw Section 13 (Citizens Petition)
4. Blackstone Valley Vocational Regional School District FY25 Budget	14. Amend Zoning Bylaw Section 6.8 – Solar Bylaw
5. FY25 Transfer Station Enterprise Fund	15. Transfer of Land Ownership Map/Parcel 118-2 Caswell Ct.
6. FY25 Water/Sewer Enterprise Fund	16. Stormwater Bylaw
7. FY25 PEG Access and Cable Receipts Reserved for Appropriation	17. BVT Roof Reconstruction & Replacement of Rooftop HVAC
8. Recurring Business	18. Town Owned Land in Uxbridge
9. Personnel Bylaw Classification & Update	19. Easement for 75 NW Main Street
10. Adoption of Revised FY25 - FY29 Capital Improvement Plan	20. Municipal Separate Storm Sewer System Compliance – Year 7 Funding
	21. Master Plan CMRPC Contract Funding

Article 1: Finance Committee Report

To see if the Town will vote to hear and act upon the report and recommendations of the Finance Committee as presented and printed in the Finance Committee's Annual Town Meeting recommendations, or to take any other action relative thereto.

Article 2: FY25 Budget

To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow such sums of money as are necessary to fund the annual operating budget of the Town for **Fiscal Year 2025**; or take any other action relative thereto.

General Fund	FY 2023 Final Revised Budget Net of Reserve Fd Transfers/STM Transfers	FY 2024 Revised Budget After Nov23 STM	FY 2025 FinCom/ BOS/TA Recommended Budget
General Government			
Selectmen			
Wages	\$ 221,866.00	\$ 242,420	\$ 253,187
Expenses	\$ 16,140.00	\$ 17,515	\$ 17,730
Subtotal	\$ 238,006.00	\$ 259,935	\$ 270,917
Awards and Recognition	\$ 50.00	\$ 350	\$ 350
Town Hall Office Supplies	\$ 24,257.00	\$ 27,257	\$ 27,257
Town Reports	\$ 1,500.00	\$ 500	\$ 500
Town Counsel	\$ 80,000.00	\$ 80,000	\$ 81,600
Total Selectmen	\$ 343,813.00	\$ 368,042	\$ 380,624
Finance Director / Accountant / Audit			
Wages	\$ 154,108.00	\$ 164,010	\$ 163,148
Expenses	\$ 2,225.00	\$ 5,625	\$ 5,663
Subtotal	\$ 156,333.00	\$ 169,635	\$ 168,811
Audit	\$ 38,000.00	\$ 38,000	\$ 38,000
Total Finance Director / Accountant / Audit	\$ 194,333.00	\$ 207,635	\$ 206,811

Assessors			
Wages	\$ 123,475.00	\$ 125,198	\$ 128,791
Expenses	\$ 58,026.00	\$ 55,493	\$ 56,887
Subtotal	\$ 181,501.00	\$ 180,691	\$ 185,678
	\$ -		
Revaluation	\$ -	\$ -	\$ -
Total Assessors	\$ 181,501.00	\$ 180,691	\$ 185,678
Treasurer / Collector			
Wages	\$ 209,001.00	\$ 229,179	\$ 234,769
Expenses	\$ 71,959.00	\$ 73,725	\$ 74,554
Subtotal	\$ 280,960.00	\$ 302,904	\$ 309,323
	\$ -		
Tax Taking	\$ 3,000.00	\$ 5,000	\$ 5,000
Tax Title	\$ 20,125.00	\$ 25,125	\$ 25,470
Total Treasurer / Collector	\$ 304,085.00	\$ 333,029	\$ 339,793
Finance Committee			
Wages	\$ 748.00	\$ 869	\$ 906
Expenses	\$ 10,800.00	\$ 5,000	\$ 9,500
Reserve Fund	\$ 30,000.00	\$ 50,000	\$ 50,000
Total Finance Committee	\$ 41,548.00	\$ 55,869	\$ 60,406
Technology			
Wages		\$ -	\$ -
Expenses	\$ 175,850.00	\$ 133,177	\$ 136,171
Total Technology	\$ 175,850.00	\$ 133,177	\$ 136,171
	\$ -		
Town Clerk			
Wages	\$ 125,010.00	\$ 150,822	\$ 153,639
Expenses	\$ 20,150.00	\$ 18,750	\$ 18,750
Total Town Clerk	\$ 145,160.00	\$ 169,572	\$ 172,389
Public Building Maintenance			
Wages		\$ -	\$ -
Expenses	\$ 209,078.00	\$ 200,100	\$ 201,951
Total Public Building Maintenance	\$ 209,078.00	\$ 200,100	\$ 201,951
Permanent Building Committee			
Wages	\$ 646.00	\$ 750	\$ 782
Expenses	\$ 500.00	\$ 700	\$ 708
Total Permanent Building Committee	\$ 1,146.00	\$ 1,450	\$ 1,490
	\$ -		

Community Development			
Wages	\$ 205,127.00	\$ 183,426	\$ 179,354
Expenses	\$ 10,002.00	\$ 46,199	\$ 55,289
Subtotal	\$ 215,129.00	\$ 229,625	\$ 234,643
Planning Board	\$ 4,013.00	\$ 8,321	\$ 11,394
Economic Development wages	\$ 51,307.00	\$ 80,258	\$ 81,863
Economic Development expenses	\$ 7,500.00	\$ 500	\$ 500
Zoning Board	\$ 2,550.00	\$ 6,550	\$ 4,550
Open Space	\$ 100.00	\$ 300	\$ 5,300
Conservation Commission	\$ 1,789.00	\$ 1,789	\$ 1,795
Total Community Development	\$ 282,388.00	\$ 327,343	\$ 340,045
Other General Government			
Moderator	\$ 250.00	\$ 250	\$ 250
Housing Authority	\$ 100.00	\$ 100	\$ 100
Total Other General Government	\$ 350.00	\$ 350	\$ 350
Total General Government	\$ 1,879,252.00	\$ 1,977,258	\$ 2,025,708
Public Safety			
Police			
Wages	\$ 1,724,941.00	\$ 1,918,231	\$ 2,140,536
Expenses	\$ 205,975.00	\$ 196,270	\$ 201,195
Cruisers	\$ -	\$ -	\$ 140,000
Total Police	\$ 1,930,916.00	\$ 2,114,501	\$ 2,481,731
Fire			
Wages	\$ 501,794.00	\$ 570,493	\$ 625,178
Expenses	\$ 182,778.00	\$ 186,138	\$ 196,266
Total Fire	\$ 684,572.00	\$ 756,631	\$ 821,444
Ambulance			
Wages	\$ 453,130.00	\$ 551,245	\$ 612,440
Expenses	\$ 128,703.00	\$ 135,313	\$ 136,059
Total Amulance	\$ 581,833.00	\$ 686,558	\$ 748,499
Building Department			
Wages	\$ 169,542.00	\$ 184,092	\$ 186,917
Expenses	\$ 13,216.00	\$ 33,525	\$ 35,804
Total Building Department	\$ 182,758.00	\$ 217,617	\$ 222,721
Tree Warden			
Wages	\$ 600.00	\$ 3,000	\$ 3,000
Expenses	\$ 70,550.00	\$ 60,550	\$ 10,550
Total Tree Warden	\$ 71,150.00	\$ 63,550	\$ 13,550

Civil Defense			
Wages	\$ 3,500.00	\$ 5,000	\$ 5,000
Expenses	\$ 28,968.00	\$ 45,123	\$ 46,368
Total Civil Defense	\$ 32,468.00	\$ 50,123	\$ 51,368
Sealer of Weights and Measures	\$ 1,657.00	\$ 750	\$ 750
Animal Control	\$ 25,179.00	\$ 42,900	\$ 41,260
Total Public Safety	\$ 3,510,533.00	\$ 3,932,630	\$ 4,381,323
Public Works			
Cemetery	\$ 12,760.00	\$ 12,760	\$ 12,760
Highway			
Wages	\$ 549,533.00	\$ 581,958	\$ 670,607
Expenses	\$ 63,319.00	\$ 55,881	\$ 73,098
Subtotal	\$ 612,852.00	\$ 637,839	\$ 743,705
Maintenance	\$ 225,984.00	\$ 211,662	\$ 210,648
Special Sign Account	\$ 3,500.00	\$ 3,553	\$ 3,607
Snow & Ice	\$ 327,892.00	\$ 252,893	\$ 255,812
Total Highway	\$ 1,170,228.00	\$ 1,105,947	\$ 1,213,772
Other Public Works			
Landfill Maintenance	\$ 2,100.00	\$ 2,132	\$ 2,132
Monitor Wells	\$ 19,600.00	\$ 20,600	\$ 21,012
Street lighting	\$ 19,000.00	\$ 20,225	\$ 20,454
Total Other Public Works	\$ 40,700.00	\$ 42,957	\$ 43,598
Total Public Works	\$ 1,223,688.00	\$ 1,161,664	\$ 1,270,130
Health & Human Services			
Board of Health			
Wages	\$ 58,541.00	\$ 73,702	\$ 75,173
Expenses	\$ 7,879.00	\$ 7,934	\$ 7,989
Subtotal	\$ 66,420.00	\$ 81,636	\$ 83,162
Public Health Nurse wages			
Wages	\$ 32,520.00	\$ 41,892	\$ 42,894
Expenses	\$ 598.00	\$ 1,813	\$ 1,828
Subtotal	\$ 33,118.00	\$ 43,705	\$ 44,722
Animal Inspection			
Wages	\$ 3,269.00	\$ 3,269	\$ 3,269
Expenses	\$ 650.00	\$ 650	\$ 650
Subtotal	\$ 3,919.00	\$ 3,919	\$ 3,919
Total Board of Health	\$ 103,457.00	\$ 129,260	\$ 131,803

Council on Aging			
Wages	\$ 127,870.00	\$ 130,968	\$ 167,738
Expenses	\$ 8,212.00	\$ 10,837	\$ 10,746
Total Council on Aging	\$ 136,082.00	\$ 141,805	\$ 178,484
Veterans			
Expenses	\$ 17,500.00	\$ 17,820	\$ 18,147
Benefits	\$ 50,000.00	\$ 40,000	\$ 40,000
Total Veterans	\$ 67,500.00	\$ 57,820	\$ 58,147
Total Health and Human Services	\$ 307,039.00	\$ 328,885	\$ 368,434
Culture & Recreation			
Recreation expenses	\$ 3,000.00	\$ 5,000	\$ 5,000
Library			
Wages	\$ 192,225.00	\$ 214,950	\$ 268,725
Expenses	\$ 82,236.00	\$ 83,058	\$ 135,630
Total Library	\$ 274,461.00	\$ 298,008	\$ 404,355
Memorial Day	\$ 1,750.00	\$ 1,750	\$ 1,750
Parks			
Expenses	\$ 500.00	\$ 500	\$ 500
Total Parks	\$ 500.00	\$ 500	\$ 500
Total Culture & Recreation	\$ 279,711.00	\$ 305,258	\$ 411,605
Education			
Douglas Public Schools			
Personnel & Expenses	\$ 14,280,742.00	\$ 14,753,704	\$ 15,343,852
Personnel (Contract Settlement)	\$ 327,347.00	\$ 165,067.00	
Transportation	\$ 1,887,054.00	\$ 2,011,033	\$ 1,932,603
Total Douglas Public Schools	\$ 16,495,143.00	\$ 16,929,804	\$ 17,276,455
Blackstone Valley Regional			
Assessment			
Debt Assessment			
Representative Expense	\$ 500.00	\$ 500	\$ 500
Total Blackstone Valley Regional	\$ 500.00	\$ 500	\$ 500
Medicaid Reimbursement	\$ 5,000.00	\$ 5,000	\$ 5,000
Norfolk County Agricultural	\$ 352,317.00	\$ 353,295	\$ 256,795
Total Education	\$ 16,852,960.00	\$ 17,288,599	\$ 17,538,750
Total Insurance, Employee Benefits & Court Judgr	\$ 5,074,392.00	\$ 5,276,802	\$ 5,570,584
Total Debt Service	\$ 2,050,626.00	\$ 2,051,173	\$ 2,004,878

Total Capital Outlay		Capital Article	Capital Article
Total Special Articles	\$ 536,753.91	\$ 10,000.00	
Transfer to Special Revenue Funds		\$ -	\$ -
Transfer Capital Projects		\$ -	\$ -
Transfer to Stabilization		\$ 227,367.63	\$ -
Transfer to OPEB	\$ 50,000.00	\$ -	\$ -
Summary - Expenditures			
Total General Government	\$ 1,879,252.00	\$ 1,977,258.00	\$ 2,025,708
Total Public Safety	\$ 3,510,533.00	\$ 3,932,630.00	\$ 4,381,323
Total Public Works	\$ 1,223,688.00	\$ 1,161,664.00	\$ 1,270,130
Total Health and Human Services	\$ 307,039.00	\$ 328,885.00	\$ 368,434
Total Culture and Recreation	\$ 279,711.00	\$ 305,258.00	\$ 411,605
Total Education	\$ 16,852,960.00	\$ 17,288,599.00	\$ 17,538,750
Total Insurance / Employee Benefits	\$ 5,074,392.00	\$ 5,276,802.00	\$ 5,570,584
Total Debt Service	\$ 2,050,626.00	\$ 2,051,173.00	\$ 2,004,878
Total Capital Outlay	Capital Article	Capital Article	Capital Article
Total Special Articles	\$ 536,753.91	\$ 10,000.00	\$ -
Total Transfers	\$ 50,000.00	\$ 227,367.63	\$ -
	\$ -		
TOTAL BUDGET REQUEST	\$ 31,764,954.91	\$ 32,559,636.63	\$ 33,571,412

Article 3: Salaries of Elected Officials

To see if the Town will vote to fix the salary and compensation of all elected officials of the Town as provided by Chapter 41 Section 108 of the Massachusetts General Laws, as amended as follows; or take any other action relative thereto.

Board of Assessors'	\$2,900
Blackstone Valley Vocational School District Rep.	\$500
Moderator	\$250
Board of Selectmen	\$13,000
Clerk (<i>including stipends</i>)	\$99,867
Water/Sewer Commission	\$3,600

Explanation: Articles 1-3 are combined since together they represent the budget as worked on by the Town Dministrator with the department heads and town staff, with the input of the Finance Committee, the Select Board, as well as other committees.

FinCom Voted to Recommend this Article by a Majority Vote

Article 4: Blackstone Valley Vocational Regional School District FY25 Budget

To see if the Town will vote to raise and appropriate the sum of **\$1,882,492** for its operating and capital assessment by the Blackstone Valley Vocational Regional School District (the "District") *for the Fiscal Year commencing July 1, 2024, which is inclusive of \$34,211 of Proposition 2 ½ exempted funds to be applied against debt service associated with Douglas' previously (2001) voted amount for the District's addition/renovation project; or take any other action relative thereto.*

Explanation: As one of the thirteen towns that support BVT, Douglas pays a certain percentage of the budget each year.

FinCom Voted to Recommend this Article by a Majority Vote

Article 5: FY25 Transfer Station Enterprise Fund

To see if the Town will vote to raise and appropriate and/or transfer the sum of \$301,800 from Transfer Station charges and fees, and transfer the sum of \$60,000 from Retained Earnings, for a total of \$361,800 to operate and maintain the Transfer Station; or take any other action relative thereto.

Salaries/Wages	\$71,506
Expenses	\$290,294
Total	\$361,800

Explanation: This approves funding sources and amounts for operating the Transfer Station for FY 2025.

FinCom Voted to Recommend this Article by a Majority Vote

Article 6: FY25 Water/Sewer Enterprise Fund

To see if the Town will vote to raise and appropriate, and/or transfer the sum of \$1,581,065 from Water & Sewer charges and fees and transfer the sum of \$356,658 from Water / Sewer Retained Earnings (*Retained Earnings \$160,000 Sewer System Development \$45,000, Water System Development \$50,000 and Reserve for Debt \$101,658*) for a total budget of **\$1,937,723** to operate and maintain the Water/Sewer Department; or take any other action relative thereto.

Salaries/Wages	\$584,896
Expenses	\$1,151,169
Capital	\$100,000
Debt	\$101,658
Total	\$1,937,723

Explanation: This approves funding sources and amounts for operating the Water and Sewer department for FY 2025.

FinCom Voted to Recommend this Article by a Majority Vote

Article 7: FY25 PEG Access and Cable Receipts Reserved for Appropriation

To see if the Town will vote to transfer the sum of **\$118,766** from the PEG Access and Cable Receipts Reserved for Appropriation to operate and maintain the Cable Department; or take any other action relative thereto.

Salaries/Wages	\$80,134
Expenses	\$38,632
Total	\$118,766

Explanation: This approves funding sources and amounts for operating the Cable Department for FY 2025.

FinCom Voted to Recommend this Article by a Majority Vote

Article 8: Recurring Business

A. Assessors To Work Additional Hours: To see if the Town will vote to authorize the Board of Assessors to appoint one or more of their members to work for compensation, in accordance with the provisions of the Town's Personnel Bylaw, and to establish such compensation to be paid said member for **Fiscal Year 2025**; or take any other action related thereto.

B. Ambulance Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from ambulance user charges, user billings, and ambulance donations and gifts to the Ambulance Receipts Reserved Account; or take any other action related thereto.

C. Cable Receipts Reserved for Appropriation: To see if the Town will vote to reserve all receipts received by the Town from Cable user charges, to the Cable Receipts Reserved Account; or take any other action related thereto.

D. Simon Fairfield Public Library: To see if the Town will vote to require that all funds received in **Fiscal Year 2025** from State Aid Grants for the Public Library be transferred to a Special Account for the Simon Fairfield Public Library; or take any other action related thereto.

E. State and Federal Grants: To see if the Town will vote to authorize the Board of Selectmen to apply for and accept State or Federal grants they deem beneficial to the Town, provided that the Board of Selectmen shall hold a public hearing prior to the Board's acceptance of any such grant, if said grant requires the Town to meet future conditions or requirements; or take any other action related thereto.

F. Separate Account Funds: To see if the Town will vote to adopt a Revolving Fund Bylaw to be placed at Article 2, section 11 as "Revolving Funds", as follows, "The Town is authorized to adopt revolving funds pursuant to MGL Chapter 44, § 53E ½, subject to specific annual authorization of the terms"; or take any other actions related thereto:

#	Department	Receipts	Expenditures
1	Simon Fairfield Library pursuant to MGL Chapter 44, § 53E ½	All fines received during Fiscal Year 2025 by the Simon Fairfield Library	The Simon Fairfield Library Board of Trustees may expend a sum not to exceed Two Thousand Five Hundred dollars (\$2,500) for the purpose of purchasing books, films, and other library supplies and materials.
2	Home Composting Program pursuant to MGL Chapter 44, § 53E ½	All receipts received in connection with the Home Composting Program	The Board of Health may expend a sum not to exceed Two Thousand Five Hundred dollars (\$2,500) for the purpose of operating the Home Composting Program.
3	Conservation – MGL Chapter 44, §53E ½	Project fees received that are associated with staff review.	The funds may be expended without further appropriation by the Conservation Commission or their Conservation Agent for such consulting and project review costs. Expenditures from the Fund may not exceed \$30,000.

G. Acceptance of Chapter 90: To see if the Town will vote to authorize to accept and enter into contracts for the expenditure of funds to be allotted by the State under authorization of Chapter 90 of the Massachusetts General Laws (as pertaining to Highway Funds), for the construction, reconstruction, and improvement of Town roads, said funds may be borrowed in anticipation of State Revenue, and expended without further appropriation under the direction of the Highway Superintendent with the approval of the Board of Selectmen; or take any other action related thereto.

H. Compensating Balance Agreements: To see if the Town will vote to authorize the Treasurer to enter into a compensating balance agreement or agreements for **Fiscal Year 2025** pursuant to MGL Chapter 44 § 53F; or take any other action related thereto.

I. Acceptance of Easements: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, an easement or easements for the purpose of construction, installation, maintenance and repair of municipal drainage, sewer and water systems, and roadway; or take any other action relative thereto.

Explanation: This multi-part article refers to Town business that must be voted and approved on an annual basis.

FinCom Voted to Recommend this Article by a Majority Vote

Article 9: Personnel Bylaw Classification & Update

To see if the Town will vote to approve the Personnel Classification and Compensation plans for **Fiscal Year 2025**; or take any other action relative thereto.

Management Roles (annual salary) 2% COLA Included

Step	Probation	1	2	3	5	10	15	20	25	30
M-1	\$ 59,594	\$ 62,730	\$ 64,141	\$ 65,553	\$ 68,062	\$ 71,199	\$ 74,335	\$ 78,099	\$ 81,863	\$ 85,626
M-2	\$ 75,098	\$ 79,050	\$ 80,829	\$ 82,607	\$ 85,769	\$ 89,722	\$ 93,674	\$ 98,417	\$ 103,160	\$ 107,903
M-3	\$ 86,726	\$ 91,290	\$ 93,344	\$ 95,398	\$ 99,050	\$ 103,614	\$ 108,179	\$ 113,656	\$ 119,133	\$ 124,611
M-4	\$ 100,292	\$ 105,570	\$ 107,945	\$ 110,321	\$ 114,543	\$ 119,822	\$ 125,100	\$ 131,435	\$ 137,769	\$ 144,103

M-4: Highway Superintendent
Systems Manager, Water/Wastewater

M-2: Adult Social Center Director
Library Director

M-3: Community Development Director
Facilities Director

Principal Assessor
Treasurer/Collector
Building Commissioner
Highway Manager
Officer Manager, BOH
Cable TV Manager

Legacy: Assistant Tax Collector (FT) \$72,414

M-1: Economic Development Director
Payroll & Benefits Administrator

Office Assistants (hourly) 2% COLA Included

Step	Probation	1	2	3	5	10	15	20	25	30
OA-1	\$ 18.70	\$ 19.69	\$ 20.13	\$ 20.57	\$ 21.36	\$ 22.34	\$ 23.33	\$ 24.51	\$ 25.69	\$ 26.87
OA-2	\$ 21.50	\$ 22.63	\$ 23.14	\$ 23.65	\$ 24.56	\$ 25.69	\$ 26.82	\$ 28.18	\$ 29.54	\$ 30.90
OA-3	\$ 24.71	\$ 26.01	\$ 26.60	\$ 27.18	\$ 28.22	\$ 29.52	\$ 30.82	\$ 32.38	\$ 33.94	\$ 35.50

OA-3: Office Assistant, Building & Zoning
Office Assistant, Comm. Dev. (F/T)
Assistant Town Clerk
Assistant to the Town Accountant
Office Assistant, Assessors
Children's Librarian
Office Assistant, Water/Wastewater

OA-2: Office Assistant, Highway Department
Office Assistant, Board of Health (P/T)
Administrative Outreach Assistant,
Adult Social Center
Office Assistant, Fire & Ambulance
Office Assistant, Comm. Dev. (P/T)
Circulation Librarian
Archivist

OA-1: Minute Taker
Library Assistant
Adult Social Center Aide

Property Maintenance (Highway Dept., hourly) 2% COLA Included

Step	Probation	1	2	3	5	10	15	20	25	30
PM-1	\$ 20.72	\$ 21.81	\$ 22.30	\$ 22.79	\$ 23.66	\$ 24.75	\$ 25.84	\$ 27.15	\$ 28.46	\$ 29.77
PM-2	\$ 23.02	\$ 24.24	\$ 24.78	\$ 25.33	\$ 26.30	\$ 27.51	\$ 28.72	\$ 30.17	\$ 31.63	\$ 33.08
PM-3	\$ 25.58	\$ 26.93	\$ 27.53	\$ 28.14	\$ 29.22	\$ 30.56	\$ 31.91	\$ 33.53	\$ 35.14	\$ 36.76

PM-3: Project Leader
PM-2: Driver/Operator
PM-1: Laborer

Water / Wastewater (hourly) 2% COLA Included

Step	Probation	1	2	3	5	10	15	20	25	30
WS-4	\$ 32.95	\$ 34.68	\$ 35.47	\$ 36.24	\$ 37.63	\$ 39.36	\$ 41.10	\$ 43.18	\$ 45.26	\$ 47.34
WS-3	\$ 28.66	\$ 30.17	\$ 30.86	\$ 31.53	\$ 32.73	\$ 34.24	\$ 35.75	\$ 37.57	\$ 39.37	\$ 41.19
WS-2	\$ 27.23	\$ 28.66	\$ 29.30	\$ 29.96	\$ 31.10	\$ 32.53	\$ 33.97	\$ 35.69	\$ 37.40	\$ 39.13
WS-1	\$ 23.69	\$ 24.94	\$ 25.50	\$ 26.06	\$ 27.06	\$ 28.27	\$ 29.55	\$ 31.05	\$ 32.54	\$ 34.04

WS-4: Chief Wastewater Operator
Primary Water Operator
WS-3: Assistant Chief Wastewater Operator
WS-2: Secondary Water Operator
WS-1: Wastewater/Water Operator

Miscellaneous (seasonal, part time, specialty roles; hourly) 2% COLA Included

Step	1	2	3	4	5	6	7	8	9	10
MS-1	\$ 15.61	\$ 15.95	\$ 16.32	\$ 16.69	\$ 17.05	\$ 17.44	\$ 17.84	\$ 18.24	\$ 18.65	\$ 19.06
MS-2	\$ 16.19	\$ 16.55	\$ 16.93	\$ 17.31	\$ 17.70	\$ 18.09	\$ 18.50	\$ 18.92	\$ 19.35	\$ 19.78
MS-3	\$ 19.44	\$ 19.88	\$ 20.32	\$ 20.79	\$ 21.25	\$ 21.73	\$ 22.22	\$ 22.72	\$ 23.23	\$ 23.75
MS-4	\$ 24.56	\$ 25.11	\$ 25.68	\$ 26.25	\$ 26.85	\$ 27.46	\$ 28.07	\$ 28.70	\$ 29.35	\$ 30.01

MS-4: No positions in FY2025
MS-3: No positions in FY2025
MS-2: Transfer Station employees
Election Workers
COA Bus Driver
MS-1: Library Page
Cable Recording Assistant

Other Public Safety Positions:

Part Time Police Officers \$31.01 (hourly rate) 2% COLA Included

Public Health Officer/Nurse \$43.25 (hourly rate) 2% COLA Included

Call Firefighters/EMS

	Steps	Regular Rate	Extra Duty Rate
Recruit/Support & Logistics		\$17.00	
EMT-Basic Only	1	\$17.90	
	2	\$18.30	
	3	\$18.71	
	5	\$19.42	
	10	\$20.32	
	15	\$21.21	
	20	\$22.29	
	Steps	Regular Rate	Extra Duty Rate
FF Only	1	\$17.90	\$20.94
	2	\$18.30	\$21.41
	3	\$18.71	\$21.89
	5	\$19.42	\$22.72
	10	\$20.32	\$23.77
	15	\$21.21	\$24.82
	20	\$22.29	\$26.07
	Steps	Regular Rate	Extra Duty Rate
FF/EMT-Basic	1	\$20.01	\$23.41
	2	\$20.46	\$23.94
	3	\$20.91	\$24.47
	5	\$21.71	\$25.40
	10	\$22.71	\$26.57
	15	\$23.71	\$27.74
	20	\$24.91	\$29.15
	Steps	Regular Rate	Extra Duty Rate
Paramedic Only	1	\$26.04	
	2	\$26.63	
	3	\$27.21	
	5	\$28.25	
	10	\$29.56	
	15	\$30.86	
	20	\$32.42	

	Steps	Regular Rate	Extra Duty Rate
FF/Paramedic	1	\$23.93	\$28.00
	2	\$24.47	\$28.63
	3	\$25.01	\$29.26
	5	\$25.96	\$30.38
	10	\$27.16	\$31.78
	15	\$28.36	\$33.18
	20	\$29.79	\$34.86
	Steps	Regular Rate	Extra Duty Rate
Lieutenant/EMT-Basic	1	\$27.93	\$32.68
	2	\$28.56	\$33.41
	3	\$29.19	\$34.15
	5	\$30.30	\$35.46
	10	\$31.70	\$37.09
	15	\$33.10	\$38.72
	20	\$34.77	\$40.68
	Steps	Regular Rate	Extra Duty Rate
Lieutenant/Paramedic	1	\$30.02	\$35.12
	2	\$30.70	\$35.91
	3	\$31.37	\$36.70
	5	\$32.57	\$38.11
	10	\$34.07	\$39.87
	15	\$35.57	\$41.62
	20	\$37.37	\$43.73
	Steps	Regular Rate	Extra Duty Rate
Captain/EMT-Basic	1	\$36.45	\$42.65
	2	\$37.27	\$43.61
	3	\$38.09	\$44.57
	5	\$39.55	\$46.27
	10	\$41.37	\$48.40
	15	\$43.19	\$50.54
	20	\$45.38	\$53.09
	Steps	Regular Rate	Extra Duty Rate
Captain/Paramedic	1	\$38.45	\$44.99
	2	\$39.32	\$46.00
	3	\$40.18	\$47.01
	5	\$41.72	\$48.81
	10	\$43.64	\$51.06
	15	\$45.56	\$53.31
	20	\$47.87	\$56.01
	Steps	Regular Rate	Extra Duty Rate
Chief Officer	1	\$46.01	\$53.83
	5	\$49.92	\$58.41
	10	\$52.22	\$61.10
	15	\$54.52	\$63.79
	20	\$57.28	\$67.02

Steps indicate years of service and are merit based; assigned at discretion of the Fire Chief.

FF ranks - Cannot pass step 3 without becoming fire apparatus driver/operator

Extra Duty Rate shall be applied for the following:

Fill-in scheduled shifts on ambulance (FF/Basic ranks and above)

Career officer fill-in (LT/Basic ranks and above)

Scuba divers assigned to D7 Team (performing incident response & training activities)

Explanation: These tables represent the proposed compensation schedule for FY 2025.

FinCom Voted to Recommend this Article by a Majority Vote

Article 10: Adoption of Revised FY25 – FY29 Capital Improvement Plan

To see if the Town will vote to approve the Town of Douglas **FY25 – FY29** Capital Improvement plan as submitted by the Capital Improvement Committee, transfer from available funds to fund the following Capital Projects and all associated costs; or take any other action relative thereto.

Roadway Paving / Repairs and Associated Costs	\$360,000
Post Office 10 Ton HVAC Unit Replacement and Associated Costs	\$65,000
Municipal Center HVAC Units and Associated Costs	\$130,000
Post Office Interior & Exterior Painting and Associated Costs	\$60,000
Highway Department Loader w/Plow and Associated Costs	\$315,000
Highway Department 6 Wheel Dump Truck w/Plow & Sander and Associated Costs	\$285,000
Highway Department Lawn Mowers and Associated Costs	\$30,000
Transfer to Capital Stabilization Fund	\$100,000
Total:	\$1,345,000

Not funded on the May 2024 ATM: Public Safety & Highway Building amount TBD. Will require a capital and/or debt exclusion.

FY 2025 Capital Improvement Committee Report

The Capital Improvement Committee reviews, prioritizes, and offers recommendations concerning all requests for funds for capital projects submitted by departments. The following summary five year plan reflects the recommendations of the Committee based on the information available today and known priorities, and will be refined each year going forward. A more detailed plan, including a list of all projects requested and potential funding sources, can be found at the Town's website or upon request from the Selectmen's office.

FY2026

Roadway Paving / Repairs and Associated Costs	\$360,000
DHS Re-pipe Bunsen Burners & Electronic Shutoff Valves	\$22,000
School Front Mounted Field Mower Replacement	\$29,547
DHS Steamer (Cafeteria)	\$13,168
Fire Department (2) Cardiac Monitors	\$70,000
Municipal Flooring/Carpet Replacement	\$75,000
Municipal 1 st & 2 nd Floor Renovation	\$150,000
Document Digitizer Phase I	\$150,000
Highway Department Backhoe w/Plow	\$220,000
Highway Department Pick-up w/Plow	\$80,000
Transfer to Capital Stabilization Fund	\$100,000
Subtotal	\$1,269,715
Library Handicap Accessibility *	TBD

**Would most likely require a capital and/or debt exclusion.*

FY2027

Roadway Paving / Repairs and Associated Costs	\$360,000
Post Office & Adult Social Center Windows	\$275,000
Fire Department Jaws of Life / Auto Extrication Tools	\$50,000

Fire Department Self Contained Breathing Apparatus (Air Packs)	\$250,000
Document Digitizer Phase II	\$150,000
Highway Department Asphalt Hotbox	\$40,000
Transfer to Capital Stabilization Fund	\$100,000
Subtotal	\$1,225,000

FY2028

Roadway Paving / Repairs and Associated Costs	\$360,000
Municipal 1 st & 2 nd Floor Lobby Windows	\$25,000
Police Department Electrical Upgrade	\$95,000
Municipal & PD Parking Lot Paving	\$175,000
Highway Department 6 Wheel Dump Truck w/Plow & Sander	\$285,000
DHS Replace Auditorium Projector	\$12,000
DHS LCD Projectors Replacement	\$65,000
DHS Convection Oven (Cafeteria)	\$9,474
DPS/DHS Crack Seal Driveways & Parking Lots	\$22,400
DMS Steamer (Cafeteria)	\$13,168
Transfer to Capital Stabilization Fund	\$100,000
Subtotal	\$1,162,042

FY2029

Roadway Paving / Repairs and Associated Costs	\$360,000
Fire Department Tanker Truck	\$750,000
Highway Department Grader w/Plow	\$530,000
Highway Department Small Dump Truck w/Plow & Sander	\$150,000
Highway Department Small Dump Truck w/Plow & Sander	\$150,000
Highway Department 6 Wheel Dump Truck Catch Basin Cleaner w/Plow & Sander	\$350,000
Highway Department Tow Behind Compressor	\$55,000
Transfer to Capital Stabilization Fund	\$100,000
Subtotal	\$2,940,000

Explanation: The Capital Improvement Committee voted to fund these items based on needs and available funds.

FinCom Voted to Recommend this Article by a Majority Vote

Article 11. Ratify Fire Union Contract

To see if the Town will vote to ratify the collective bargaining agreements executed by the Fire Union and Board of Selectmen on **April 2, 2024**; or take any other action relative thereto.

Explanation: This article will ratify an agreement that was reached after good-faith bargaining by all those involved in the process.

FinCom Voted to Recommend this Article by a Majority Vote

Article 12. Ratify Police Union Contract

To see if the Town will vote to ratify the collective bargaining agreements executed by the Police Union and Board of Selectmen on **April 2, 2024**; or take any other action relative thereto.

Explanation: This article will ratify an agreement that was reached after good-faith bargaining by all those involved in the process.

FinCom Voted to Recommend this Article by a Majority Vote

Article 13: Amend General Bylaw Article 8 Wetland Bylaw Section 13 (Citizens Petition)

To see if the Town will vote to amend General Bylaw Article 8 Wetland Bylaw, Section 13 as follows; or take any other action relative thereto.

Section 13. Enforcement:

No person shall remove, fill, dredge, build upon, degrade, or otherwise alter resource areas protected by this bylaw, or cause, suffer, or allow such activity, or leave in place unauthorized fill, or otherwise fail to restore illegally altered land to its original condition, or fail to comply with a permit or an enforcement order issued pursuant to this bylaw.

The Conservation Commission, its agents, officers, and employees shall have authority to enter upon privately owned land for the purpose of performing their duties under this bylaw and may make or cause to be made such examinations, surveys, or sampling as the Commission deems necessary, subject to the constitutions and laws of the United States and the Commonwealth.

The Commission shall have authority to enforce this bylaw, its regulations, and permits issued thereunder by letters, phone calls, electronic communication and other informal methods, violation notices, non-criminal citations under G.L. Ch. 40 §21D, and civil and criminal court actions. Any person who violates provisions of this bylaw may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations, or may be fined, or both.

Upon request of the Commission, the Selectboard and town counsel shall take legal action for enforcement under civil law. Upon request of the Commission, the chief of police shall take legal action for enforcement under criminal law.

Municipal boards and officers, including any police officer or other officer having police powers, shall have authority to assist the Commission in enforcement.

Any person who violates any provision of this bylaw, or regulations, permits, or administrative orders issued thereunder, shall be punished by a fine of not more than \$300. Each day or portion thereof during which a violation continues, or unauthorized fill or other alteration remains in place, shall constitute a separate offense, and each provision of the bylaw, regulations, permits, or administrative orders violated shall constitute a separate offense.

As an alternative to criminal prosecution in a specific case, the Commission may issue citations with specific penalties pursuant to the non-criminal disposition procedure set forth in G.L. Ch. 40 §21D, which has been adopted by the Town in § [XXXXXXXX] of the general bylaws.

Current Bylaw Language:

SECTION 13 Any person who violates any provision of this Bylaw or of any condition or a permit issued pursuant to it shall be punished by a fine of not more than \$200.00. Each day or portion thereof during which a violation continues shall constitute a separate offense; if more than one, each condition violated shall constitute a separate offense.

This Bylaw may be enforced pursuant to Massachusetts Unofficial Version of the Douglas Wetland Bylaw Article 8 of the Town of Douglas General Bylaws General Bylaw.doc Page 6 of 6 Last printed: August 19, 2003 General Laws Chapter 40, Section 21D, By a Town police officer or other officer having police powers.

Upon request of the Commission, the Board of Selectmen and Town Counsel shall take such legal action as may be necessary to enforce this Bylaw and permits issued pursuant to it; or take any other action relative thereto.

Explanation: This warrant article is the result of a citizens' petition.

FinCom Voted to Recommend this Article (0 Yes and 6 No)

Article 14. Amend Zoning Bylaw Section 6.8 – Solar Bylaw

To see if the Town will vote to amend Section 6.8 of the Douglas Zoning Bylaws as follows; or take any other action relative thereto.

6.8.3 Changes of Covenant, Use, Restrictions, or Designations for Solar Energy Systems

No Solar Energy Systems of any size shall be installed in violation of covenants created by a Homeowner's Association, Condo Association, or other neighborhood governing structure that

applies to a grouping of parcels of residential land, provided such covenant is valid and consistent with MGL c. 184, Sec. 23.

6.8.3.4 Any change of use or designation of the parcel including but not limited to MGL 61, MGL 61A, or MGL 61B.

~~##~~ To the extent practicable under Massachusetts law, in the event of a change which allows the Town of Douglas a Right of First Refusal, the Town of Douglas's Board of Selectmen and/or all potential assignees must waive the Right of First Refusal; or, in the event the Selectmen or an Assignee exercise the Right of First Refusal, a closing on a proposed purchase ~~must not~~ should occur before the Site Plan Approval or the Special Permit Application. Applicants for Site Plan Approval and/or a Special Permit are strongly encouraged to complete this process before applying. ~~Will be considered complete. The~~ If an application is filed before that process is completed, the Board may request that the applicant agree to toll the required time periods for holding a public hearing on such application ~~will be tolled~~ until such events occur.

6.8.4.6 If earthwork activities require that material including, but not limited to, clean fill, loam, sand, and/or gravel be imported from off site, such material must be clean and without contamination by hazardous substances or invasive species and must be obtained from a source approved by the Douglas Department of Public Works. The applicant shall submit a detailed manifest describing the source of the material and shall provide the results of materials testing demonstrating that no hazardous substances or invasive species contaminate the material. If a manifest or material testing information is not provided, the material must be removed and replaced at the applicant's expense. This shall be a condition of any approval or permit issued under this bylaw.

6.8.5 Site Plan Approval

In addition to the requirements of Section 6.8.2.2 above, Commercially-Scaled Solar Energy Systems shall undergo Site Plan Review (Section 9.4 of the Town's Zoning Bylaw) by the Planning Board prior to construction, installation or modification as provided in this section. Site Plan Review shall be conducted simultaneously ly with the Special Permit process. All plans and maps shall be prepared, stamped, and signed by a Professional Engineer licensed to practice in the Commonwealth of Massachusetts. The following documents shall be provided in addition to or in coordination with those required for Site Plan Review (Section 9.4):

6.8.5.2 Description of financial surety that satisfies Section 6.8.13.3; as well as a performance guarantee to address construction;

6.8.6 Site Control

The Site Plan and Special Permit applications shall include documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar energy system for the anticipated lifespan of the project, including the time necessary for decommissioning.

6.8.8 Utility Notification

No Commercially-Scaled Solar Energy Systems shall be constructed until evidence has been given to the Planning Board that the electric utility provider that operates the electrical grid where the installation is to be located has been informed of the solar energy system owner or operator's intent to install an interconnected facility and until such utility provider has provided its comments to the Board or waived its right to do so in writing. The Board may, if it deems it appropriate to do so in a particular case, waive this requirement. Off-grid systems shall be exempt from this requirement.

- 6.8.9.2 Appurtenant Structures - All appurtenant structures to Commercially-Scaled Solar Energy Systems shall be subject to the Town's Zoning Bylaw requirements concerning the bulk of structures, lot area, setbacks, open space, parking and building coverage requirements and subject to any applicable health, safety and welfare regulations. All such appurtenant structures, including but not limited to, equipment shelters, storage facilities, fencing, transformers, and substations, shall be architecturally compatible with each other. Structures shall be screened from view by vegetation and/or joined or clustered to avoid adverse visual impacts.
- 6.8.10.5 Vegetation Management - Herbicides may ~~not be used to control vegetation at the solar energy system~~ only be used in compliance with the Massachusetts Department of Agricultural Resources' regulations.
- 6.8.13.1 Removal Requirements - Any Commercially-Scaled Solar Energy System which has reached the end of its useful life or has been abandoned consistent with Section 6.8.13.2 of this bylaw, shall be removed. The property owner or operator shall apply for building permits to remove the solar energy system not more than 180 days after the date of discontinued operations. The Planning Board, Community Development Director and the Building Commissioner shall be notified by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of:
- (a) Physical removal of all Commercially-Scaled Solar Energy Systems, structures, equipment, security barriers and transmission lines from the site;
 - (b) Proper disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations;
 - (c) Stabilization, grading, and/or re-vegetation of the site as necessary to minimize erosion as approved by Community Development Director. The Community Development Director may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.
 - (d) 6.8.13.2 Abandonment - Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances, the solar energy system shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. Upon written request from the Building Commissioner addressed to the contact address provided and maintained by the owner and operator as required in this bylaw, the owner or operator shall provide evidence to the Building Commissioner demonstrating continued use of the installation. Failure to provide such evidence within thirty (30) days of such written request shall be conclusive evidence that the installation has been abandoned. If the owner or operator of the Commercially-Scaled Solar Energy System fails to remove the installation in accordance with the requirements of this section, the Town may enter onto the Property and remove an abandoned, hazardous or decommissioned Commercially-Scaled Solar Energy System. To facilitate such entry, the grant of an easement to the Town shall be a condition of Special permit Approval. The applicant, Installation owner, and/or landowner shall otherwise agree to allow entry to remove an abandoned or

decommissioned installation. The ~~Town's~~ Town may pursue the cost for the removal ~~will be under M.G.L. 139, Sec. 3A and may charged assess~~ to the property owner ~~in accordance with the provisions of M.G.L. 139, Section 3A as~~ a tax lien on the property, or shall otherwise be recovered under a decommissioning agreement pursuant to Section 6.8.13.3 below.

- (e) 6.8.13.3 **Decommissioning** Financial Surety - A form of surety shall be provided and thereafter maintained, either through an escrow account, bond or other form of surety approved by the Planning Board to cover the cost of removal in the event the town must remove the installation and remediate the landscape, in an amount and form determined to be reasonable by the Planning Board, but in no event to exceed more than 150 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the project proponent and the Town. The agreement governing such security shall be in a form approved by the Planning Board and Town Counsel. Such surety will not be required for municipal or state-owned facilities. A fully inclusive estimate of the costs associated with removal, prepared by a licensed Professional Engineer shall be submitted to the Community Development Director for review. The amount shall include a mechanism for calculating increased removal costs due to inflation. The owner shall increase or replenish the surety as necessary to maintain an adequate amount, as determined by the Planning Board in accordance with the requirements of this bylaw **and the Planning Board may, as appropriate, and with notice and opportunity to the owner, order said amounts to be increased and/or replenished.**

Explanation: This is identical to the bylaw that was passed over at the 2023 Special Town Meeting; the language has been approved by the Attorney General's office as well as unanimously by the Planning Board.

FinCom Voted to Recommend this Article (5 Yes and 1 Abstain)

Article 15. Transfer of Land Ownership Map/Parcel 118-2 Caswell Ct.

To see if the Town will vote to transfer ownership of map/parcel 118-2 from the Town of Douglas to the Conservation Commission; or take any other action relative thereto.



Explanation: A parcel of land which is owned by the town and was identified in the town's Master Plan would be transferred to the authority of the Conservation Commission.

FinCom Voted to Recommend this Article (2 Yes and 4 No)

Article 16. Stormwater Bylaw

To see if the Town will vote to approve the revisions as printed in the warrant; or take any other action relative thereto.

ARTICLE 12: CONSTRUCTION AND POST-CONSTRUCTION STORMWATER MANAGEMENT BYLAW

SECTION 1: PURPOSE AND OBJECTIVES

- A. The purpose of this Bylaw is to establish minimum stormwater management requirements and procedures in order to minimize damage to public and private property and infrastructure; safeguard the public health, safety, environment and general welfare; protect aquatic resources and wildlife habitat; protect the quality and health of water resources; conserve groundwater supplies; and foster climate change resiliency.
- B. This Bylaw seeks to meet that purpose through the following objectives:
 - 1. Establish the Douglas Conservation Commission as the legal authority to ensure compliance with the provisions of this Bylaw and its accompanying Stormwater Management Rules and Regulations through a review process, inspections, monitoring, and enforcement.
 - 2. Establish administrative procedures for: the submission, review, and approval or disapproval of Stormwater Management Permits; the inspection of approved active projects; and post-construction monitoring.
 - 3. Establish decision-making processes surrounding new development and redevelopment that protect watershed integrity and preserve and/or restore the health of local water resources such as lakes, ponds, streams, rivers, wetlands, and groundwater.
 - 4. Ensure compliance with requirements of the United States Environmental Protection Agency (EPA), National Pollutant Discharge Elimination System (NPDES), General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4) and other applicable state and federal mandates.

SECTION 2: AUTHORITY

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, pursuant to the Regulations of the federal Clean Water Act found at 40 CFR 122.34, and as authorized by the residents of the Town of Douglas at the Town Meeting.

Nothing in this Bylaw or the regulations adopted hereunder is intended to replace or be in derogation of the requirements of the Town of Douglas Zoning Bylaw, the Douglas Wetlands Protection Bylaw, or the Douglas Subdivision Control Rules and Regulations.

SECTION 3: DEFINITIONS

For the purposes of this Bylaw, the following shall mean:

- A. **AGRICULTURAL USE:** The normal maintenance or improvement of land in agricultural or aquacultural use, as defined by the Massachusetts Wetlands Protection Act, M.G.L. c. 131, § 40, and its implementing regulations.
- B. **APPLICANT:** Any person, individual, partnership, association, firm, company, corporation, trust, authority, agency, department, or political subdivision, of the Commonwealth of Massachusetts or

the Federal government to the extent permitted by law requesting a Stormwater Management Permit for proposed land disturbance activity.

- C. **CERTIFICATE OF COMPLETION:** Document issued by the Town of Douglas Conservation Commission or its Reviewing Agent upon receipt of a final inspection report and acknowledgement that all conditions of the Stormwater Management Permit have been satisfactorily completed.
- D. **CERTIFIED PROFESSIONAL IN EROSION AND SEDIMENT CONTROL (CPESC):** A certified specialist in soil erosion and sediment control. This certification program, sponsored by the Soil and Water Conservation Society in cooperation with the American Society of Agronomy, provides the public with evidence of professional qualifications.
- E. **CONSERVATION COMMISSION:** Town of Douglas Conservation Commission including its employees and/or authorized agents.
- F. **CONSTRUCTION ACTIVITY:** Action to alter or disturb existing vegetation and/or underlying soil of a site, such as clearing, grading, site preparation (e.g., excavating, cutting, and filling), soil compaction, and movement and stockpiling of top soils.
- G. **DISTURBANCE:** See Construction Activity.
- H. **ENFORCEMENT ORDER:** A written order issued by the Conservation Commission or its Reviewing Agent in order to enforce the provisions of this Bylaw as issued in accordance with Section 7 of this Bylaw.
- I. **MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4) or MUNICIPAL STORM DRAIN SYSTEM:** The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, infiltration, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Douglas, MA..
- J. **NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) STORMWATER DISCHARGE PERMIT:** A permit issued by the United States Environmental Protection Agency (EPA) or jointly with the State that authorizes the discharge of stormwater to Waters of the United States.
- K. **NEW DEVELOPMENT:** Any construction activities or land alteration resulting in total earth disturbances greater than 1 acre (or activities that are part of a larger common plan of development disturbing greater than 1 acre) on an area that has not previously been developed to include impervious cover.
- L. **OWNER:** A person with a legal or equitable interest in property.
- M. **PERSON:** An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth of Massachusetts or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.
- N. **PROFESSIONAL ENGINEER (P.E.):** A licensed Professional Engineer in good standing.
- O. **REDEVELOPMENT:** Any construction, land alteration, or improvement of impervious surfaces resulting in total earth disturbances greater than 1 acre (or activities that are part of a larger common plan of development disturbing greater than 1 acre) that does not meet the definition of new development.
- P. **REVIEWING AGENT:** Person authorized by the Conservation Commission to administer, implement, and enforce this Bylaw.
- Q. **STORMWATER:** Stormwater runoff, snow melt runoff, and surface water runoff and drainage.
- R. **STORMWATER MANAGEMENT PERMIT:** The written approval granted by the Conservation Commission to undertake a construction activity pursuant to a Stormwater Management Permit

Application. A valid Stormwater Management Permit must be recorded at the Worcester Registry of Deeds, prior to the start of any work.

- S. URBANIZED AREA: US Census designated area comprised of a densely settled core of census tracts and/or census blocks that meet minimum population density requirements, along with adjacent territory containing non-residential urban land uses as well as territory with low population density included to link outlying densely settled territory with the densely settled core as shown on the Douglas Urbanized Area District.
- T. WETLAND RESOURCE AREAS: Areas specified in the Massachusetts Wetlands Protection Regulations, 310 CMR 10.00, et seq., as amended, and in the Town of Douglas Article 8 Wetlands Bylaw, as amended.

SECTION 4: ADMINISTRATION

- A. The Conservation Commission shall administer, implement, and enforce this Bylaw. Any powers granted to or duties imposed upon the Conservation Commission may be delegated in writing by the Conservation Commission to any Town employee, board or agent, hereby known as the Reviewing Agent.
- B. The Conservation Commission or its Reviewing Agent shall take any of the following actions as a result of an application for a Stormwater Management Permit as specifically defined within the Stormwater Management Rules and Regulations promulgated as a result of this Bylaw: Approval, Approval with Conditions, or Disapproval.
- C. A decision of the Conservation Commission or its Reviewing Agent shall be final. Further relief of a decision by the Conservation Commission or its Reviewing Agent made under this Bylaw may be sought in a court of competent jurisdiction in accordance with MGL Chapter 249 §4.

SECTION 5: AMENDMENTS AND REGULATIONS

The Conservation Commission may adopt, and periodically amend, Stormwater Management Rules and Regulations relating to the terms, conditions, definitions, enforcement, fees (including application, inspection, and/or consultant fees), procedures and administration of this Bylaw by majority vote of the Conservation Commission after conducting a public hearing to receive comments on any proposed revisions. Such hearing dates will be advertised in a newspaper of general local circulation at least seven (7) days before the hearing date. After public notice and hearing, the Conservation Commission may promulgate rules and regulations to effectuate the purposes of this Bylaw. Failure by the Conservation Commission to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Bylaw.

SECTION 6: APPLICABILITY AND EXEMPTIONS

- A. Applicability:

No person may undertake a construction activity, including clearing, grading, and excavation within the Town of Douglas that results in a land disturbance to an area equal to or greater than one (1) acre of land or will disturb less than one acre of land but is part of a larger common plan of development or sale that will ultimately disturb an area equal to or greater than one (1) acre of land without first obtaining a Stormwater Management Permit.

- B. Exemptions:

- 1. Normal maintenance and improvement of land in agricultural use only to the extent such activities are allowed under the Wetlands Protection Act regulation 310 CMR 10.04 as amended, which, as set forth therein, allows certain activities on land in agricultural use when directly related to production or raising of agricultural commodities;
- 2. Maintenance of existing landscaping, gardens, or lawn areas associated with a single-family dwelling;
- 3. Construction of fencing that will not substantially alter existing terrain or drainage patterns;

4. Normal maintenance and improvements of the Town of Douglas's publicly owned roadways and associated drainage infrastructure;
5. Emergency repairs to any stormwater management system or feature that poses a threat to public health or safety, or other action as deemed necessary by a Town department or board to abate such a threat to public health or safety.

SECTION 7: ENFORCEMENT

- A. The Conservation Commission or its Reviewing Agent shall enforce this Bylaw, and any associated regulations, orders, violations notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.
- B. The Conservation Commission may issue a written order to enforce the provisions of this Bylaw, which may include requirements to:
 1. Cease and desist from construction or land disturbing activity until there is compliance with this Bylaw and the stormwater management permit;
 2. Repair, maintain, or replace the stormwater management system or portions thereof in accordance with the operation and maintenance plan;
 3. Maintain, install, or perform additional erosion and sediment control measures;
 4. Perform monitoring, analyses, and reporting;
 5. Remediate adverse impact resulting directly or indirectly from malfunction of the stormwater management system or erosion and sediment control system;
 6. Cease and desist from unlawful discharges, practices, or operations; and/or,
 7. Remediate contamination in connection therewith.
- C. If the Conservation Commission or its Reviewing Agent determines that abatement or remediation of adverse impacts is required, the Enforcement Order shall set forth a deadline by which such abatement or remediation must be completed. Said order shall further advise that, should the violator or property owner fail to abate or perform remediation within the specified deadline, the Town of Douglas may, at its option, with the approval of a court of competent jurisdiction, undertake such work, the cost of any such work shall constitute a lien under MGL Chapter 40, section 58, and the property owner shall reimburse the Town's expense.
- D. Within thirty (30) days after completing all measures necessary to abate the violation, the violator and the property owner shall be notified of the costs incurred by the Town of Douglas, including administrative costs. The violator or property owner may file a written protest objecting to the amount or basis of costs with the Conservation Commission within thirty (30) days of receipt of the notification of the costs incurred. If the amount due is not received by the expiration of the time in which to file a protest or within thirty (30) days following a decision of the Conservation Commission affirming or reducing the costs, or from a final decision of a court of competent jurisdiction, the costs shall become a special assessment against the property owner and shall constitute a lien on the owner's property for the amount of said costs. Interest shall begin to accrue on any unpaid costs at the statutory rate provided in G.L. Ch. 59, § 57, after the thirty-first day at which the costs first become due.

SECTION 8: ENTRY TO PERFORM DUTIES

To the extent permitted by state law, filing an application for a Stormwater Management Permit grants the Conservation Commission or its Reviewing Agent permission to enter the site to verify the information in the application to inspect for compliance with this Bylaw, and may make or cause to be made such examinations, surveys or sampling as the Conservation Commission or its Reviewing Agent deems reasonably necessary.

SECTION 9: WAIVERS AND PROVISIONS FOR RELIEF

- A. The Conservation Commission or its Reviewing Agent may waive strict compliance with any requirement of this Bylaw promulgated hereunder, where:
1. Such action is allowed by federal, state and local statutes and/or regulations,
 2. Is in the public interest,
 3. A public safety issue exists, and/or
 4. Is not inconsistent with the purpose and intent of this Bylaw.
- B. Any applicant may submit a written request to be granted such a waiver. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that strict application of this Bylaw does not further the purposes or objectives of this Bylaw. The Conservation Commission or its Reviewing Agent may require documentation to be submitted and stamped by a qualified licensed P.E. or a Certified Professional in Erosion and Sediment Control (CPESC).

SECTION 10: CIVIL RELIEF

If a person violates the provisions of this Bylaw, permit, notices, or order issued thereunder, the Conservation Commission may seek injunctive relief in a court of competent jurisdiction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

SECTION 11: CIVIL AND CRIMINAL PENALTIES

Any person who violates any provision of this Bylaw, order or permit issued thereunder, may be punished by a fine of \$300 per day. In addition or in the alternative, any person who violates any provision of this Bylaw, order or permit issued thereunder, may be punished by a civil fine of \$300 per day pursuant to MGL Chapter 40, Section 21D. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

SECTION 12: REMEDIES NOT EXCLUSIVE

The remedies listed in this bylaw are not exclusive of any other remedies available under any applicable federal, state or local law.

SECTION 13: FEES

The Conservation Commission shall establish fees to cover expenses connected with application review and permit compliance monitoring. The review fees shall be sufficient to cover Town staff. Additional fees may be requested by the Conservation Commission for permit review by a P.E. or other professional consultant to advise the Conservation Commission or its Reviewing Agent on any aspect of the project. The applicant for may be required to establish and maintain an escrow account to cover the costs of said consultants. Applicants must submit review fees with their application before the review process may begin.

SECTION 14: SURETY

The Conservation Commission may require the permittee to post before the start of land disturbance or construction activity, a surety bond, cash, or other acceptable security. The form of the bond shall be approved by the Conservation Commission, and be in an amount deemed sufficient by the Conservation Commission to ensure that the work will be completed in accordance with the permit. If the project is phased, the Conservation Commission may release part of the bond as each phase is completed in compliance with the Stormwater Management Permit but the bond may not be fully released until the Conservation Commission has received the final report as required by the Stormwater Management Rules and Regulations and issued a Certificate of Completion.

SECTION 15: SEVERABILITY

If any provision, paragraph, sentence, or clause of this Bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect.

Explanation: This will create a bylaw which will bring our regulations more in line with State regulations; it has been reviewed by our Town Counsel.

FinCom Voted to Recommend this Article (0 Yes and 6 No)

Article 17. BVT Roof Reconstruction & Replacement of Rooftop HVAC

To see if the Town will vote to approve the **\$10,000,000** borrowing authorized by the Blackstone Valley Vocational Regional School District (“District”) School Committee on February 15, 2024, and amended by its actions of March 14, 2024, for the purpose of paying costs of roof reconstruction and the replacement to energy efficient rooftop HVAC units at the Blackstone Valley Regional Vocational Technical High School, located at 65 Pleasant Street, Upton, MA, including the payment of all costs incidental or related thereto (the “Project”), which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program, and for which the District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended at the direction of the Blackstone Valley Regional Vocational School Committee; with the understanding that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Project costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities, and that any grant that the District may receive from the MSBA for the Project shall not exceed the lesser of (1) the MSBA-determined percentage of eligible, approved Project costs, or (2) the total maximum grant amount determined by the MSBA; and provided that the Town’s approval of the borrowing is contingent upon the District’s ability to secure grant approval from the MSBA; and provided further, however, that the approval of the District’s borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (Proposition 2 ½); and that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the District and the MSBA, or take any other action relative thereto.

Explanation: The member schools of BVT’s district have been notified of a roof reconstruction project and replacement of rooftop HVAC and its funding needs.

FinCom Voted to Recommend this Article by a Majority Vote

Article 18. Town Owned Land in Uxbridge

To see if the Town will vote to transfer custody to the Board of Selectmen for general municipal purposes and/or for purposes of disposal two parcels of Douglas owned land in Uxbridge, adjacent to the Pyne Sand & Stone property and directly across from the Shell gas station, namely, Uxbridge Parcels 15-648 & 15-651, and as further identified in documents on file in the office of the Town Clerk under the heading of Proposed Land Disposition Town Meeting Article”; or take any other action relative thereto.



Explanation: This will allow the town to be in a good position should further building be needed in that area.

FinCom Voted to Recommend this Article by a Majority Vote

Article 19. Easement for 75 NW Main Street

To see if the Town will vote to accept and approve the proposed stormwater maintenance easement at 75 Northwest Main Street; or take any other action relative thereto.

Explanation: This is in cooperation with the landowner and will enable the town to address a stormwater issue.

FinCom Voted to Recommend this Article by a Majority Vote

Article 20. Municipal Separate Storm Sewer System Compliance – Year 7 Funding

To see if the Town will vote to raise and appropriate, or transfer the sum of **\$40,000** for funding Year 7 of the Municipal Separate Storm Sewer System Compliance Services; or take any other action relative thereto.

Explanation: We are part of a long-term state program to upgrade and improve our stormwater management systems and this will enable that program to continue.

FinCom Voted to Recommend this Article by a Majority Vote

Article 21. Master Plan CMRPC Contract Funding

To see if the Town would vote to transfer from free cash the sum of **\$30,000** for Master Planning services provided by the Central Mass Regional Planning Commission; or take any other action relative thereto.

Explanation: We are updating our Master Plan (most recent one was finished in 1998) and this money will help fund services from the Central MA Regional Planning Commission as the Plan is developed.

FinCom Voted to Recommend this Article by a Majority Vote



Town of Douglas
29 Depot Street
Douglas, MA 01516



CURRENT RESIDENT
DOUGLAS, MA 01516