



**TOWN OF WESTPORT ISLAND**  
**6 Fowles Point Road**  
**Westport Island, ME 04578**

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**Office of the Selectmen, Assessors and Overseers of the Poor**

**Town of Westport Island**  
**Board of Selectmen, Assessors and Overseers Meeting**  
**June 8, 2020**  
**Via Uber Telephone Conference**

**Present:**

**Selectmen:** George D. Richardson, Jr, Ross Norton, and Jerry Bodmer

**Citizens:** Julie Casson (Town Clerk), Gaye Wagner (Deputy EMA Director), Jeff Tarbox, Pat Smith, Richard Tucker, Ralph Jacobs, and Jason Kates

**Guests:** Susan Johns (Wiscasset Newspaper)

**Meeting Convened:** George called the meeting to order at 7:00 pm.

**Board of Selectman Business Conducted:**

- 1. Warrant:** George motioned to approve Warrant Nos. 99 & 100 for a total of \$19,926.48 (Payroll No. 99 - \$1,829.34, Accounts Payable No. 100 - \$18,097.14); Jerry, 2<sup>nd</sup>; vote: 3-0.
- 2. Minutes:** George motioned to approve the minutes of June 1, 2020; Ross, 2<sup>nd</sup>; vote: 3-0.
- 3. Correspondence:** George has continued sharing notices from Maine Municipal Association (MMA) with staff and Selectmen as they are updated with changes from the state.
- 4. Citizen's Issues:** Pat Smith asked about the Town's plan for holding town meeting at the Town Hall. George replied that as of now, we are following state guidelines and can have a gathering of up to 50 people. Particulars for the town meeting are yet to be determined.
- 5. Phase 1 Road Work Update:** George reported that Doggett and Haskell Roads have both been paved. There was an issue on Doggett Road, where flooding occurred due to a beaver plugging up the culvert. Extra asphalt was used from the culvert to Main Road and a final finish coat will be completed on Doggett road in the future; weather and temperature dependent. Scott Griffin will complete all final work on phase 1 road work after all paving is complete.

6. **Proposed COVID-19 Procedures for Town Hall:** George motioned to approve the following procedures proposed by the Town Hall Committee in the wake of COVID-19.

RULES FOR USE OF TOWN HALL

Until further notice the use of the Town Hall will be subject to the following rules and guidelines for interior gatherings as set forth by the Town and the State of Maine.

1. Prior permission from the Westport Island Board of Selectmen is required for any use of the Hall. Maximum occupancy also to be approved and Responsible person to be designated.
2. Any person exposed to COVID-19 within the prior 14 days or appearing ill may not enter.
3. All persons entering the hall must wear face masks while in the Hall.
4. Social distance guidelines will be followed in the Hall at all times.
5. The Responsible person shall see that all Hall surfaces that have been touched and any items used (e.g. chairs, tables, door handles, toilet areas, hand railings, counter tops, utensil, etc.) are wiped down prior to leaving the Hall.
6. Any trash or unused items are to be bagged and removed.
7. If use of kitchen has been approved, all items used are to be washed and sanitized; with no items left in the refrigerator.

A limited supply of hand sanitizer and antiseptic wipes may be available in the kitchen area for use, otherwise the Responsible person shall see that such materials are available for use.

If any questions or problems arise please contact the Selectmen at 882-8477, or Bill Hopkins, Chairman of Town Hall Committee at 882-6047.

7. **Limited Opening of Town Office on Tuesday, June 9, 2020:** Gaye Wagner, Deputy EMA Director, presented the final plan for opening the office on Tuesday, June 9, 2020. See attached document, which will be shared on website and the Town's Facebook pages.
8. **Other Business:** George motioned to approve Lincoln Richardson, Shellfish Committee Chair's request to have Julie Casson and Bailey Bartlett attend the Municipal Shellfish Conservation Warden Program. Jerry, 2<sup>nd</sup>; vote: 3-0.

Robert Mooney sent the Board and email and informed the board that Dennis Dunbar will be dropping off 50 copies of the Comprehensive Plan that were printed by Lincoln County Publishing. George motioned that they would be available for free on a first come, first serve basis to those interested. Jerry, 2<sup>nd</sup>; vote: 3-0.

George informed the Board that the bids on salt have been put on hold with MDOT (Maine Department of Transportation) until the end of June.

George shared the notice (see attached) from MDOT about roadside spraying of small trees along Route #144. George posted the notice on the town boards and staff will post on website and social media sites.

9. **Meeting Adjourned:** George motioned to adjourn the meeting at 7:26 pm; Jerry, 2<sup>nd</sup>; vote: 3-0.

Respectfully submitted,

George D. Richardson, Jr.  
1<sup>st</sup> Selectman

Gerald Bodmer  
2<sup>nd</sup> Selectman

Ross Norton  
3<sup>rd</sup> Selectman