



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

Office of the Select Board, Board of Assessors, & Overseers of the Poor

Town of Westport Island
Selectboard, Assessors and Overseers Meeting
Convened at Town Office, 6 Fowles Point Road, Westport Island, ME 04578
February 6, 2023

Present:

Select Board: Donna Curry, Jeff Tarbox, Ross Norton

Citizens: Davies Allen, Jason Kates, Jim Cromwell (Road Commissioner), John Henderson, Julie Casson, April Thibodeau (Town Clerk)

Guests: Charlotte Boynton

Meeting Convened: Donna called the meeting to order at 7:01 pm

Business Conducted:

1. **Warrants:**

- Payroll #67 for \$1,714.04; Donna motioned to approve; Jeff 2nd; Vote 3-0
- Accounts Payable #68 for \$85,217.82; Donna motioned to approve; Jeff 2nd; Vote 2-0, Abstain
1. Donna explained that this warrant is a larger than usual amount because of \$57,000 to repay a loan, and \$23,000 for a snowplow payment.

2. **Minutes:** Donna motioned to approve the Select Board minutes of January 30, 2023, - Jeff, 2nd; Vote 3-0

3. **Correspondence**

- The RSU 12 budget presentation date of 3/20/23 has been confirmed.
- Donna reported that the paint on the Westport Island Bridge has been flaking off in large amounts, probably due to the cold weather last week. Jeff offered to contact the DOT and the DEP.

4. **Citizen's Issues**

- Davies Allen brought up a concern about sand with salt in it being used on gravel roads and the possibility of well contamination or very muddy roads in the spring. The Select Board felt that they should trust the plow contractor to make the judgements regarding where and how much to sand. It was agreed that this matter could be addressed up front in future plow contracts, and that the liability limits should be raised. It was also agreed that the Select Board will widely advertise and approach local companies to ensure a competitive bid process for the next plow contract.
- Resident Sand shed update: Jim Cromwell and Davies Allen will discuss the ordering of materials to begin constructing the shed.
- John Henderson expressed appreciation to the Select Board for the Alzheimer's presentation last week.

5. **Roads:** Jim Cromwell reported that there is a tree on Post Office Road that needs to be removed. He will contact Squam Creek tree service. Jim also reported that work on this year's paving contract continues.

6. **Administrative Items:**

- Senior tax abatement update: The Select Board agreed to work on this matter at their next - Workshop Meeting on 2/13/23 at 6:00 pm.
- Generator/propane tank: Someone needs to check the propane tank and let Colby & Gale know if we have enough propane. April will do that this week, with Ross' assistance if needed.
- Plumbing inspector trainee: Jerry Bodmer would like to train Fin Kapiroaneunue Kaeka to be a possible future Plumbing Inspector. Finn will accompany Jerry on inspections.
- Late opening tomorrow: April shared that the office will open at 1:00 pm on Tuesday, 2/7/23, due to April being tied up with a training until at least 12:30, and Dedee being out.
- WCA Town Hall Rental Application: The Select Board signed the WCA's Town Hall Rental application for 2023. April will follow up with them for proof of insurance.
- Emily Adler sent an email announcing her resignation from the Town Hall Committee.
- Preparations for annual meeting: Jeff suggested that it was time to start planning for the annual Town Meeting. Julie Casson provided input on past timelines. April will review the timeline in Gaye's training manual.
- Committee Updates: Jeff suggested that it would be good practice to ask Committee Chairs to attend Select Board meetings and report on their activities.

7. Other Legal Business

- Doug Davis matter: Donna reported that Doug Davis has paid his building code violation fees and is in compliance.
- Dead Elm tree on Route 144: Jeff has been in communication with the property owner, Norm Sherman. Donna contacted the DOT and received a written response indicating that the DOT will not get involved unless the tree is in their right of way. CMP also needs to be contacted to determine if they have any stake in removing the tree.
- Dump site abutters: Jeff spoke to the DEP regarding the costs of testing and who pays for it. It will be months before the DEP can test, but the town can contract with a private company to do the testing and the DEP will reimburse the town. Jeff will talk to the abutters.

8. Executive session: Per 1 M.R.S.A § 405(6) (A) for Personnel Matters: Donna motioned to go into Executive Session at 7:54 pm; Jeff, 2nd; Vote 2-0 with 1 abstaining. Donna motioned to exit Executive Session and return to the regular Select Board meeting at 8:39 pm; Jeff 2nd; Vote 3-0

9. Remaining Administrative Items

- Acceptance of Martha Hayward's resignation: Town Tax Collector/Treasurer Martha Hayward regrettably submitted a resignation letter on Thursday 2/2/23. Donna motioned to accept Martha's resignation; Jeff 2nd; Vote 2-1. Jeff motioned to post the position on the online job platform Indeed; Donna 2nd; Vote 3-0. Dedee is Deputy Tax Collector/Treasurer and can assist with those duties until after Martha's last day when that appointment will no longer be valid. April will check with the MMA to find out what to do at that point.
- Approval of Deputy Municipal Agent & Deputy Town Clerk: Donna motioned to approve the appointment of Ashley Wright as Deputy Municipal Agent & Deputy Town Clerk; Jeff 2nd; Vote 3-0. Ashley will serve as general support to the other staff.

10. Adjournment: Donna motioned to adjourn; Jeff 2nd; vote 3-0. Meeting adjourned at 8 PM.

Minutes taken and prepared by Town Clerk April Thibodeau.

A True Copy, Attest: _____