



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 27, 2023

Present:

Select Board: Jeff Tarbox, Donna Curry

Citizens: Dick Tucker, Dennis Dunbar, Ashley Wright, Ralph Jacobs, Jim Cromwell (Road Commissioner), April Thibodeau (Town Clerk)

Meeting Convened: Donna called the meeting to order at 7:00 pm

Business Conducted:

1. Warrants:

- Donna motioned to approve Payroll Warrant No. 71 for \$2,225.38; Jeff, 2nd; vote: 2-0
- Donna motioned to approve Accounts Payable Warrant No. 72 for \$3,701.41; Jeff, 2nd; vote: 2-0
- Donna motioned to approve Payroll Warrant No. 73 for \$1,952.73; Jeff, 2nd; vote: 2-0
- Donna motioned to approve Accounts Payable Warrant No. 74 for \$1,400.81; Jeff, 2nd; vote: 2-0

2. Minutes:

- Donna motioned to approve the minutes of the Feb. 13, 2023 Select Board Meeting, Jeff, 2nd; vote: 2-0.
- Donna motioned to approve the minutes of the Feb. 21, 2023 Select Board Meeting, Jeff, 2nd; vote: 2-0.

3. Administrative Items:

- Donna motioned to accept Dedee Hodgdon-Greenleaf's Certificates of Settlement from her service as Interim Tax Collector and Treasurer; Jeff, 2nd; vote: 2-0
- Donna motioned to accept Dedee Hodgdon-Greenleaf's resignation as Interim Tax Collector and Treasurer; Jeff, 2nd; vote: 2-0
- Donna motioned to appoint Ashley Wright as Tax Collector and Treasurer; Jeff, 2nd; vote: 2-0
- Town Clerk April Thibodeau swore in Ashley Wright as Tax Collector and Treasurer
- Town Clerk April Thibodeau provided an update on preparations for the June 13 municipal election and the June 24 Town Meeting. Nomination papers for the positions of 3rd Select Board Member, Road Commissioner, and RSU #12 School Board Member will be available next Monday, 3/6 and due Friday, 4/15. The notice will be posted tomorrow. Boards and Committee Chairs will be asked for their reports for the Town Annual Report.
- Jeff Tarbox reported that the Select Board has been looking into updating Town Office security with new locks. Jeff got an estimate from Twin City Lock & Key for \$592.80 to install 4 deadbolts, replace 5 locks, and provide several copies of keys for each. Jeff motioned that we accept that estimate and schedule the service; Donna 2nd; vote 2-0; Jeff will contact them tomorrow.
- Donna reported that the Select Board received a request to mask the identity of a property owner on the tax maps. CAI has a process for doing that, and Jeff will follow up with them.

4. Committee Reports: Conservation Commission: Dennis Dunbar reported that part of the groundwater study grant includes mapping the wells on Westport Island and the geographic formations on which they sit. Additionally, it's possible to map the building locations. The Commission reached out to the company that

handles the town's tax maps, Cartographic Associates Inc., about doing this work, and they are willing if the town will sign a service agreement. The grant will pay for the initial work and ongoing costs are expected to be low. Donna motioned to approve the service agreement; Jeff 2nd; Vote 2-0. Dennis also reported that the Commission has requested and received a proposal from the environmental engineering firm Wright Pierce for studies of three tidal inlet crossings at Post Office Rd. and Squam Creek, West Shore Rd. and Squam Creek, and West Shore Rd. and Heal Pond. They will be using that proposal to prepare a grant application. Dick Tucker brought up the possibility of a future hydro-geologic study with Arrowsic and Georgetown. This would shed light on how salt water may migrate into the fresh water supply with sea level rise.

5. **Discussion of possible purchase of remote meeting participation equipment with ARPA funds, and other possible purchases:** Donna shared the Select Board's interest in using the federal American Rescue Plan Act funding the town has received to purchase remote meeting equipment. The equipment they are considering is the "Owl" system which includes microphones, cameras, and a speaker. Meetings could be attended via Zoom and watched during and afterwards on YouTube. The cost is a little over \$1,000. Donna solicited opinions on that purchase, and any other purchases, from those in attendance and it was agreed this is a good purchase. Jeff motioned to purchase the "Owl" system and other supporting components; Donna 2nd; Vote 2-0
6. **Citizen's Issues:** Dick Tucker brought up the state affordable housing law LD 2003, and his concern that it will lead to more Airbnbs and less housing. Jeff said that the Planning Board is working on amending the ordinances to both comply with the law and avoid those kinds of pitfalls.
7. **Correspondence:**
 - Donna reported that she received a thank you email from the citizen who had reported the paint chips that fell off the bridge. They were pleased with the prompt action of the town and the DOT to correct the issue. Jeff explained that the work will take some weeks to complete.
 - Donna received a request from Becki Dikatanan to use the Town Office Community Room this Sat., 3/4, 2-3:30 to provide an informational session about a new school that has been created to make up for the closure of the Chewonki school. The Board agreed and Donna will be there on Saturday to assist.
 - Congresswoman Chellie Pingree's office sent their annual letter. One of the things it mentioned was the opportunity for federal funding for town projects. Donna mentioned the WCA proposed playground as one possibility. Dennis mentioned the Post Office Rd. and Squam Creek crossing culvert. Jim Cromwell will call Wright Pierce to start the process to get an estimate on the culvert work.
8. **Roads:** Jim Cromwell reported that the Phase 1 Paving contract has been updated and shared publicly. No responses yet. Jim also gave an update on the public sand shed progress. Some materials have arrived, and others are shipping soon. He hopes to work on constructing the shed this weekend weather permitting.
9. **Other Legal Business:**
 - Baker Rd. matter: Jeff reported that some objects have been moved further into the road in violation of the restraining order. This has been reported to the attorneys, who will raise the issue with opposing counsel.
 - Jeff spoke to the possibility of the town investing excess cash to earn higher interest rates rather than holding it in our checking account with minimal interest. This could be managed through our bank. He is working on drafting an investment policy.
10. **Adjournment:** Donna motioned to adjourn; Jeff 2nd; vote 2-0. Meeting adjourned at 8:22 PM.
11. Donna motioned that the Board of Assessors convene; Jeff 2nd; vote 2-0; The Board of Assessors convened at 8:22 PM. Donna explained that this meeting was necessary to sign some paperwork regarding the new Tax Collector and Treasurer.
12. Donna motioned that the Board sign the Recommitment of Taxes and Warrant to Collect for Ashley Wright; Jeff 2nd, vote 2-0.
13. Donna motioned to adjourn the Board of Assessors; Jeff 2nd; Vote 2-0. The Board of Assessors adjourned at 8:23 PM.

Minutes taken and prepared by Town Clerk April Thibodeau.

A True Copy, Attest: _____