



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

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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**  
**April 10, 2023**

**Present:**

Select Board: Donna Curry, Jeff Tarbox, Ross Norton

Citizens: Jim Cromwell (Road Commissioner), Jill Cooney

**Meeting Convened:** Donna Curry called the meeting to order at 7:03 pm

**1. Warrants**

- Payroll #88 for \$6,152.35. Donna motioned to approve; Jeff 2nd; Vote 2-0
- Accounts Payable #87 for \$30,170.11. Donna motioned to approve; Jeff 2nd; Vote 2-0

**2. Minutes of March 20, 2023 Select Board Meeting:** Donna motioned to approve; Jeff 2nd; Vote 2-0.

**3. Town Committee activities**

- Update on status of grant application from Shellfish Committee
- Town Hall Committee had a work session to clean the Town Hall on Saturday.

**4. Correspondence:**

- The Board noted the Sen. Cameron Remy email regarding problem of scheduling Town Meetings on religious holidays, and will consider the potential conflict in future scheduling, but won't look at changing the June 24, 2023, which falls on the Jewish Sabbath.
- Email from ME DEP stated that Ransom, the consultants working on the former town dump property, thought that there might have been a dump on the north end. No one is aware of any.
- Invoices: CAI invoice for some work done for the CRP grant well study grant was received, will be charged to the grant. We received 2 invoices from our town attorney, one for the Baker Road issue, the other for reviewing the Snow Removal contract and RFP.
- The Spears reported the missing Stop sign at the Lord Road and N. End Road intersection – Jim Cromwell was aware and is preparing to replace it.

## 5. Citizen's Issues:

- Jill Cooney was concerned that the Town's American flags were not properly lowered recently, as was directed in response to the recent Tennessee school mass shooting. The Select Board agreed that this was not done, there is currently no one volunteering to take that responsibility. Chair Donna Curry said that they would seek volunteers to take responsibility for the care of the flags on the town's 4 flagpoles

## 6. Roads

- The Select Board approved the issuing of an RFP for a three-year snow removal contract, after it had been reviewed by the town attorney. Jim Cromwell, the Road Commissioner, worked with the town Road Committee and Select Board members to prepare the contract. There will be a pre-bid meeting to discuss the specifications and answer questions Tuesday, April 25, 4:30 PM, at the Town Office. Sealed bids will be due May 15, 6PM, and will be opened by the Select Board at their regular meeting that day, 7 PM. The contract adds the responsibility to maintain a supply of sand for the use of town residents in the soon to be completed community sand shed.
- Jim Cromwell requested approval to have Jack Shaw grade the Town's gravel roads, hopefully next week. Jim had gotten several quotes and Jack's was the best price and plan of work. Jack Shaw has graded the Town roads for decades, since Herbert Cromwell was Road Commissioner.
- Jim also reported that he has replacements for most of the street and stop signs that came down or were damaged this winter, and will be installing them soon. And he's also planning to cold patch pot holes in the paved roads as weather warms up.
- Discussion of salt: Ross will order the 3<sup>rd</sup> and final required load of salt from our Eastern. We will participate in the FY2024 state salt bid, requesting enough for only 2 loads this time, given the amount we will have left over from this year.
- Discussion of sand: not sure of the amount remaining, Jim will try to estimate. The Board wants to bid the sand for next winter so it can be delivered this summer.

## 7. Administrative Items

- Sarah Richards donation of former town dump property: Donna moved acceptance of the donation, subject to a Town Meeting vote in June. Jeff 2<sup>nd</sup>. Vote 2-1
- No updated status on water testing of the dump abutters' wells
- Brenda Bonyun request to use the Town Hall for a memorial service for Dana Cromwell was approved. Donna made the motion, Jeff 2<sup>nd</sup>, vote was 3-0
- April has requested committee reports be submitted by April 15. She recommended using Express Copy in Portland to print the town report, as the lowest quote – and they've done this for years. The Board agreed.
- Update on the election:
  - Polls will be open from 2 PM to 8 PM
  - As of this date signatures were still being collected, but were due Friday, 5 PM
- Ashley requested that the Board approve the transfer of \$250 from Contingency to the account for the audit, which was slightly higher in cost than budgeted. Donna made the motion to approve, Jeff 2<sup>nd</sup>, vote was 3-0
- The board voted to accept the resignation of Tamara Tyler as Health Officer, with much appreciation for her years of service. Donna made the motion, Jeff 2<sup>nd</sup>, Vote 3-0
- Schedule for Select Board meetings thru May:
  - Regular meetings each Monday at 7 PM until May 22 (not Memorial Day)

- Working sessions each Monday at 6 PM until May 22
- Working sessions each Wednesday from 3-5 PM
- Discussion of Budget planning: The Board will plan the FY24 town budget, to be approved at the June 24 Town Meeting, by reviewing the budget in sections of related items, inviting the Town committees and citizens interested in those sections to attend the Select Board meeting to provide their input. The first set of budget items to be reviewed will be those relating to roads, which will be discussed at the April 17<sup>th</sup> meeting.
- Jeff raised the issue of speeding on the Main Road. He will contact the Sheriff to request increased enforcement, and will contact the Maine Dept of Transportation to request assistance in determining if there are actions that can be taken to “calm” traffic and speed.

**8. Other Legal Business**

- Reminder that there is a Pier Permit site visit Thursday, 4 PM, at 13 Lois Lane
- Status of Assessing
  - Evan would like to wait until May to bring his active assessment, there was no objection
  - We will need to renew Evan’s contract as our professional assessor
  - Splits have been done by Evan.
  - The Notice of approval for the applications for the freezing of property taxes for eligible seniors has not been completed, Ross as Chair of the Board of Assessors is still working on it.

**9. Adjournment:** Donna motioned to adjourn at 9:20 PM, Jeff 2<sup>nd</sup>. Vote 3-0

Minutes taken and prepared by Select Board Member Jeff Tarbox

A True Copy, Attest: \_\_\_\_\_