



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
September 18, 2023

Present:

Select Board: Jeff Tarbox, Donna Curry, and Lisa Jonassen

Citizens: Jim Cromwell (Road Commissioner), Gary Webber, Davies Allen, Joanna Jacobs (via zoom), Jeff Exter (via zoom)

Guests: Charlotte Boynton (via zoom)

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

Business Conducted:

1. Warrants:

- Donna motioned to approve Payroll Warrant #28 for \$1,886.97; Lisa 2nd; Vote 3-0
- Donna motioned to approve the Accounts Payable Warrant #29 for \$85,043.74; Jeff 2nd; Vote 3-0

2. Minutes:

- Donna motioned to approve the minutes of the 9/11/23 Select Board Meeting; Lisa 2nd; Vote 3-0

3. Decision on Bayshore Rd. Ditching & Culvert Bid:

- The board decided to reject the current bid. Jeff explained that this decision was due to the fact that the bid came in higher than expected and the current road budget needs to maintain enough money to finish out cold patching in the fall and the seasonal spring road work. The discussion ensued, regarding the essential repairs that need to occur on Bayshore Rd. Jim Cromwell explained that we can push the major ditching ahead to next year, but the culvert at Jeff Exter' house as well as a 12" culvert further up the road should be done this fall.

4. Decision on DEP proposal for testing of wells abutting old town dump:

- Donna motioned to accept the proposal from Sevee & Maher Engineers to proceed with the testing of abutting wells to the old town dump property. There are also some tapped areas within the dump site to be tested as well. The cost of this work will be fully reimbursed by the DEP. Jeff 2nd; Vote 3-0

5. Citizen's Issues:

- Davies Allan presented an excerpt from the Maine Municipal Officer Manual which read:

“The municipal officers do not have the authority to hear appeals and override a decision of the board of appeals unless an ordinance provision, statute or agency rule expressly gives them authority”

Our town ordinance states; “The selectmen, or their authorized agent(s), are hereby authorized to enter into administrative consent agreements for the purpose of eliminating violations of this Ordinance and recovering penalties without Court action.” Jeff explained that the Select Board is obligated to act on the violation. After having consulted with our town attorney and after much deliberation, the board decided that entering into this consent agreement was the most prudent action to take.

6. Roads:

- Jim reported he was on the island checking both Saturday and Sunday and had been in touch with Jason on Friday before the storm. Jeff commended the work of the EMA team as well as the fire chief, Stacey Hutchison, as they all did a great job covering the storm. There were a few instances of tree damage which required the attention of CMP. With the emergency declaration it may be possible for homeowners to be compensated for personal property damage.

7. Correspondence:

- Donna received a call from a resident relaying how that morning she was almost rearended when she had to abruptly stop due to a stopped school bus. This was on the southbound lane just over the bridge. The need for a school bus stop sign was discussed. Jim Cromwell will be in touch with DOT in regard to this matter.

8. Administrative Items:

- The Ad Hoc Ordinance Review Committee currently has 11 members. The board will appoint those members at the next board meeting. Lisa agreed to arrange to set a date for the first meeting.
- Donna motioned to accept the renewal of the policy on the Treasurer's Disbursement Warrants for Employee Wages and Benefits. This policy allows for employees to get paid when, in the rare circumstance, only one board member is available to approve the disbursement. Jeff 2nd; Vote 3-0.
- Donna motioned to accept the procurement policy presented. This policy is necessary in order to apply for FEMA funds. Our EMA director, Jason Kates, stated he needed a copy of this policy by September 26 in order to apply reimbursements for expenses incurred with the May 1st storm. Jim Cromwell expressed concern over the wording regarding town officials authorizing expenditures in emergency situations. Jim explained that roadwork has many unforeseen circumstances but not necessarily emergencies. The wording “unforeseen circumstances” was added to the policy. Donna motioned to accept the policy as amended. Lisa 2nd; Vote 3-0.

9. Adjourn:

- Donna motioned to adjourn: 2nd Lisa; Vote: 3-0 Meeting adjourned 7:48 pm.

Minutes taken and prepared by Lisa Jonassen,

A True Copy, Attest: _____