



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

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

Town of Westport Island
Selectboard, Assessors and Overseers Meeting
Convened at Town Office, 6 Fowles Point Road, Westport Island, ME 04578
December 21, 2024

Present:

Select Board: Donna Curry, and Lisa Jonassen

Citizens: Jim Cromwell (Road Commissioner), April Thibodeau (Town Clerk), John McBee, Lou DiSalvo

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

Business Conducted:

1. Warrants:

- Donna motioned to approve Payroll Warrant #57 for \$1771.54; Lisa 2nd; Vote: 2-0
- Donna motioned to approve the Accounts Payable Warrant #58 for \$64,856.05; Lisa 2nd; Vote: 2-0. Donna commented that this includes the quarterly Transfer Station bill, and the Wiscasset Ambulance bill. Donna and Lisa commented on how fortunate we are to have a nearby ambulance service.

2. Minutes:

- Donna motioned to approve the minutes of the 12/11/24 Select Board Meeting; Lisa 2nd; Vote:2-0

3. Citizen's Issues: Service at the Town Office: Donna shared that she has received complaints from people regarding having to wait outside for service at the Town Office. April agreed that the process could be improved. Ashley and April can be more proactive about helping people in line, and people could also be encouraged to wait in the Community Room rather than in their cars. There is also a possibility of moving the second service window to the end of the hallway to improve the flow of foot traffic. Lou volunteered to do that.

4. Website: April gave a brief presentation on the research of the Broadband and Technology Committee into the options for a new website (see attached memo). Donna motioned to approve April transferring the town's current website to a Google site with input from the staff and Select Board; Lisa 2nd; Vote 2-0.

5. Roads: Jim Cromwell reported on the recent rain and windstorm. There was a lot of tree damage, but minimal road damage. Randy Russell is repairing a few washouts

with gravel. He also filled potholes last week. Overall feedback on the road maintenance has been positive.

6. Correspondence:

- a. Donna shared that the Select Board received a letter from the Lincoln County Sheriff's Department regarding renewal of the annual Animal Control Contract. They have added language shifting liability to the town for animal control related incidents. There will be a Zoom meeting on 12/28/23 explaining the changes that Donna and Lisa will attend.
- b. Donna also shared a letter from the auditor, Bill Brewer, letting the town know that he had begun the annual audit.

7. Administrative Items:

- a. Appointments: April has continued to seek additional Election Clerks. Donna motioned to appoint Mary Coventry, Richard Coventry, Deborah Lorenson, and Rich Lorenson as election clerks; Lisa 2nd; Vote 2-0.
- b. Computers: Ashley has been researching purchasing new computers for the staff. She shared a quote from Burgess for three Dell desktop computers for \$4,055.01. Burgess would also install the equipment for about \$750.00. Ashley compared these prices with online retailers and while the computers can be found a little cheaper online, that does not include the installation and support we receive from Burgess. Ashley recommends going with Burgess. We will keep our current computers to update other computers in the Town Office including the computer in the Select Board Office and Community Room. Donna motioned to allow Ashley to move forward with the purchase of computers, installation, and support from Burgess; Lisa 2nd; Vote 2-0.
- c. Town Hall Rental Application: April shared that Barbara Cray had reached out to her about renting the Town Hall on 2/4/24 for the Democratic Caucus. Donna noted that this is a civic event open to all Democrats. Donna motioned to rent the Town Hall to Barbara Cray and waive the rental fee; Lisa 2nd; Vote 2-0. Donna noted that the Select Board will also waive the fee for the Republican Caucus if they choose to hold it at the Town Hall.
- d. Donna reviewed several letters to individuals who had been helpful to the town during the Baker Road litigation.
- e. Lisa reviewed the January meeting schedule of 1/8 and 1/22.

9. Adjournment: Donna motioned to adjourn; Lisa 2nd; Vote: 2-0. Meeting adjourned at 7:44 pm.

Minutes taken and prepared by April Thibodeau, Town Clerk

A True Copy, Attest: _____

