



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
April 1, 2024

Present:

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

Citizens: Jim Cromwell (Road Commissioner), April Thibodeau (Town Clerk), John Henderson (Planning Board Chair), David Forest, Mario DePietro

Guests: Charlotte Boynton, Lisa Dalton

Meeting Convened: Donna called the meeting to order at 7:02 pm

Business Conducted:

1. Warrants:

- a. Donna motioned to approve Payroll Warrant #87 for \$1,609.98; Lisa 2nd; Vote: 3-0
- B. Donna motioned to approve Accounts Payable Warrant #88 for \$42,100.26; Lisa 2nd; Vote: 3-0
- C. Donna motioned to approve Payroll Warrant #89 for \$3,758.00; Lisa 2nd; Vote 3-0
- D. Donna motioned to approve Accounts Warrant #90 for \$21,875.24; Lisa 2nd; Vote 3-0

2. Minutes: Donna motioned to approve the minutes of the 3/18/24 Select Board Meeting; Jeff 2nd; Vote: 3-0

3. Citizen's Issues:

- a. **Renting Town Hall Parking:** April shared that the Squire Tarbox Inn has reached out about renting the Town Hall parking for several dates. Donna made a motion to allow the rental on those dates; Lisa 2nd; Jeff shared a concern about making sure the Town Hall remained available for the WCA and community use. Lisa Dalton, owner of the Inn, encouraged the Select Board to allow the rental due to the income for the town, the unlikelihood of overlap between the Inn's use of the lot and community use of the Town Hall, and the minimal amount of use which would likely allow a simultaneous event in the Town Hall. Jeff asked about the Inn's plans for developing additional

parking. Lisa shared that their approach is to limit the size of weddings to around 100 people, and they are also exploring adding 10 spaces across the road or working with abutting property owners to allow parking on the lawn area beside the current parking lot. Vote 3-0

- b. **Update on cleanup of Wormwood property:** Donna reported that the Select Board is keeping weekly tabs on the progress of the cleanup. Chris Wormwood has shared that he is unable to have cars removed at this time due to the roads being posted. He also expressed concerns about people gesturing at him and his property when driving by. Donna urged neighbors to be patient with this process.
- c. **Reimbursement for Town Hall repairs:** David Forest reported that his wife, Betsy Forest, paid for repairs to the Town Hall and submitted a request for reimbursement in December, but has not been reimbursed. Jeff explained that the reimbursement has not been granted due to a lack of clarity about whether the Town Hall Committee approved all the repairs, and Betsy paying the contractor directly rather than submitting his bill to the Treasurer as previously requested. David asked if there are any policies regarding this process, and April shared that the staff has found and compiled several policies, which are available to the public, but are not and have never been posted on the website yet. They are also working on updating those policies. Jeff assured David that the Select Board will allow reimbursement of the bill. April will work on posting policies online with Select Board approval as they are updated.

4. Committee Reports:

- a. **Planning Board:** Acting Chair John Henderson reported that the Committee has been able to continue its work despite several recent resignations. They will meet on 4/10/24 to address the transition to a new Chair, pending subdivision and pier applications, and finalizing the changes to the Building Code Ordinance due to conform with LD 2003.
- 5. Revaluation & Assessor RFPs:** Jeff reported that an RFP has been put out to hire an Assessor's Agent who can help with the rapid increase in property values. The revaluation likely won't happen until 2026 due to the firms that perform revaluations being booked up. The town attorney has recommended that the town assess interiors of buildings in the upcoming revaluation as opposed to just square footage, which has been our past practice. Interior inspections are more expensive but would result in a fairer valuation.
- 6. FY 25 Budget Planning: Revenues:** Jeff handed out a schedule for talking about the FY 25 budget at the next few Select Board meetings and reviewed revenues from last year. Property taxes made up the bulk of revenues at \$1,938,777.72 with excise taxes adding another \$194,135.53. Together with other miscellaneous revenues, the town brought in \$2,230,202.01. FY 25 can be expected to be similar.
- 7. Baker Rd. Matter:** Jeff reported that he spoke to the Sheriff and the town's attorney about new obstructions appearing in Baker Rd. The town has a stipulated agreement that establishes the road boundaries and prohibits obstructions in the roadway. The town can use this agreement to take legal action at the Defendant's expense. The

town attorney has drafted a cease and desist letter to the Greenleaf's attorney which Jeff read, and moved to send; Lisa 2nd; Vote 3-0

8. **Roads:** Jim Cromwell reported that he is pleased with the Driveway Ordinance drafted by John Henderson. The downed branches from last week's storms are mostly cleaned up. The roads are no longer posted and grading will take place as soon as possible, probably in 3-4 weeks.
9. **Ordinance Review Committee:** Lisa reported that the Committee is all done with their work except for final touches to the Building Code Ordinance. They will be sharing the ordinances with the town attorney for review.

10. **Correspondence:** None

11. **Administrative Items**

- a. **Replacement of Wright House waterline:** Jeff shared that he received an estimate from Hatch Well Drilling for roughly \$1,500 for the piping and \$2,000 - \$3,000 for the ditching. He will pursue more quotes.
- b. **Plumbing issue in Town Office:** The water is leaking in the women's bathroom. Jim will share a plumber referral with the Select Board.
- c. **Sea level rise adaptation survey:** Dennis Dunbar would like to publicize a survey to get feedback from residents on their priorities regarding sea level rise. April will communicate with him about that.
- d. **Posting of Assessor's Agent RFP with DemandStar:** April had previously asked the Select Board if it was okay to share the RFP with a national company that had reached out about it. The Select Board agreed that was okay.
- e. **Planning Board access to MMA legal:** Jeff shared that there is a current policy that the Select Board and staff may directly contact MMA Legal and proposed modifying this policy to add the Planning, Appeals, and Conservation Commission Chairs. Lisa asked what the reasoning was for the current policy. April shared her recollection that the Select Board wanted to be in the loop when town officials were communicating with the MMA. Donna requested that this matter be tabled for further discussion.

12. **Other:**

13. **Adjournment:** Donna motioned to adjourn; Lisa 2nd; Vote: 3-0. Meeting adjourned at 8:20 pm.

Minutes taken and prepared by April Thibodeau, Town Clerk

A True Copy, Attest:

