



**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**  
**4/15/2024**

**Present:**

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

**Citizens:** Jim Cromwell (Road Commissioner), Stacey Hutchison  
(Fire Chief), Kim Lynch, Mario DePietro, John Henderson

**Meeting Convened:** Donna called the meeting to order at 7:01pm

**Business Conducted:**

**1. Warrant:**

- Donna motioned to approve the Payroll Warrant #94 for \$1,885.96; Lisa 2<sup>nd</sup>; vote: 3-0
- Donna motioned to approve the Accounts Payable Warrant #95 for \$91,328.17; Jeff 2<sup>nd</sup>; vote: 3-0

**2. Minutes:**

- Donna motioned to approve the minutes of the 4/8/24 Select Board Meeting, Lisa 2<sup>nd</sup>; vote: 3-0

**3. Citizen's Issues**

- Greenleaf Road Junkyard; Mario DePietro inquired as to the status of the junkyard on Greenleaf Rd. The Board replied that they have talked with property owner about the status of the promised cleanup. He's been slowed by the wet weather, but has been working on what is stored under cover. The property owner is also planning on installing storage buildings and needs to check in with CEO. As of a week ago the CEO has not heard from the property owner.
- Mr. DePietro did not feel that there was sufficient progress and suggested the CEO should be coming to meetings regularly to provide updates. Donna said she will contact the CEO. The property owner committed to the cleanup by July.
- Donna had a question from a resident asking that the road commissioner "appraise the condition of the last mile of pavement on the South End". Jim Cromwell said he is aware of that section of road and will address that in his budget requests.

**4. Roads:**

- Jim has invoices for the January storm and will provide to Ashley. He will be meeting with a Crooker representative in the next week about paving the southern end of West Shore Road and the south end of the Main Road (the subject of the citizen's inquiry).
- Cold patching will begin once weather permits. Brush from storms this month is scheduled to be picked up.

**5. Budget Review: Public Safety and Public Works**

- Stacey Hutchison is requesting \$99,000 for operating expenses, and increase from \$69,000. Most of the increase comes from an increase in member stipends. It also includes training costs as well as replacing old equipment.
- The fire department is also requesting \$35,000 again this year for the Capital Reserve Account. Last year these funds were used to install a 10,000-gallon cistern. The idea is to continue to build the capital reserve with the knowledge that the town will eventually need to replace fire trucks.
- The third request from the fire department is for Worker's Comp, Liability, etc. Stacey will work with town treasurer Ashley to determine exact amount as this is impacted by the size of the stipends. He expects the total to be about \$12,000.
- Jim Cromwell requests \$130,000 for road maintenance, \$25,000 for paving, the contracted rate for snow removal \$158,625 (2 more years on the contract), \$37,000 for salt and sand (down from \$45,000 budgeted last year).

**6. Correspondence:**

- An email was received from Parkinson Pino discussing ideas for community spaces like the Town Hall grounds, including wooden chairs and planters.

**7. Administrative Items:**

- The meeting schedule for May will be 5/6, 5/13 and 5/20
- The Board approved updated documents for town property rentals:  
The Town Hall rental agreement, moved by Donna; 2<sup>nd</sup> Lisa, vote 3-0  
Town Property rental agreement, moved by Donna; 2<sup>nd</sup> Jeff, vote 3-0 (includes reserving parking)
- Approval was given for Town Hall rental for Pam Shockley (Donna moved; 2<sup>nd</sup> Lisa, vote 3-0) the Westport Community Association (April 20 Pancake Breakfast Donna moved; 2<sup>nd</sup> Jeff vote 3-0), and parking rental at Town Hall for 8 dates this summer and fall by the Squire Tarbox Inn (Donna moved; 2<sup>nd</sup> Lisa, vote 3-0)
- Donna reported that Russell Phipps passed away several weeks ago. He had offered to donate his property. His daughter said the family is not planning on doing anything about the donation this year, so it will not appear on this year's warrant.

**8. Ordinance Review Committee status:**

- The Planning Board has completed work on the LD2003 draft ordinance. Lisa will be sending the drafts for all proposed ordinances to the town attorney for review (LD2003, Nuisance Ordinance, Town Road Access Ordinance). Once reviewed by town attorneys and Select Board, there will be public hearings scheduled and they will also be put on the town website for viewing.

**9. Baker Road:**

- Jeff reported that the town's attorneys have prepared a Motion for the court to find the Greenleafs in violation of the Stipulated Judgement of July 26, 2023 in which the Greenleafs are "permanently enjoined and prohibited from placing any items.... outside of the boundaries of the Greenleaf property, or otherwise interfering or obstructing the use or maintenance of Baker Road." A number of stumps, rope and other objects have been recently placed in Baker Road. A Cease-and-Desist letter demanding compliance with Order was ignored. The town is seeking "remedial sanctions for contempt... and requests that this Court impose reasonable coercive fines to be assessed for each day that Defendant continues to violate the Order."

**10. Other Business:**

- John Henderson, from Planning Board, mentioned that MaryEllen Barnes was willing to serve on the board. Jeff moved to approve the appointment of MaryEllen Barnes to the Planning Board; 2<sup>nd</sup> Donna, vote 3-0.
- Jeff discussed the upcoming Board of Assessor's meeting on April 25. Items to be discussed will be: Filling out Certified Ratio Declaration form; assessing schedule for this year; addressing the removal of building at 74 Haskell Rd.; KELT acquired property needs to be recognized as non-profit; and new assessor's agent discussion.
- Fire chief Stacey Hutchison asked about the possibility of moving the mailboxes on the corner of Bay Shore Rd. Their location poses a safety hazzard for stopped vehicles. Jim Cromwell will talk with April about working on a letter to residents.

**11. Adjournment:**

- Donna motioned to adjourn; 2<sup>nd</sup> Jeff; vote 3-0. Meeting adjourned at 8:29 PM.

Minutes taken and prepared by Lisa Jonassen Select Board 3

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

