



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
May 13, 2024

Present:

Select Board: Jeff Tarbox, Lisa Jonassen

Citizens: Jim Cromwell (Road Commissioner), John Henderson,

Guests: None

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

Business Conducted:

1. Warrants:

- Lisa motioned to approve Payroll Warrant #102; for \$1,885.96; Jeff 2nd; Vote: 2-0
- Lisa motioned to approve the Accounts Payable Warrant #103 for \$11,077; Jeff 2nd; Vote: 2-0

2. Minutes:

- Lisa motioned to approve the minutes of the May 6 2024 Select Board Meeting; Jeff 2nd; Vote: 2-0

3. Citizen's Issues: None

4. Roads: Jim Cromwell's report

- Jim reported that Jack Shaw has begun the grading of the gravel roads, starting with Post Office Road. Jeff commented that the work looks great so far.
- Cleanup of brush from the spring storms is almost complete, with Randy Russell planning on picking up larger pieces this week.
- Jim intends to start cold patching of sections of paved road this week.
- Proposed Plan for the next phase of the Long-term Paving Program: Lower West Shore Road from the Main Road to Red Gate Lane, and the Main Road from Lower West Shore to the end of pavement. Jim's rough estimate is \$650,000. Some culverts will need to be replaced, and sections of the West Shore Road will need grinding. As in past years, we will probably do the prep work in 2024, and schedule the actual paving in 2025.

5. Proposed Plan for Baker Road boundary monuments.

- Karl Olson submitted a proposal for installing boundary monuments along the property line of Baker Road between the Greenleaf property at the corner of Main and Baker Roads, per the Stipulated Judgement won by the town in 2023. The cost for his services as surveyor will depend on the number of hours required of him, with a range from \$1740 to \$3340. The town would supply all the materials, equipment, and manpower to perform the installation of the monuments. Jim Cromwell, as Road Commissioner, will take responsibility for that work.
- Jeff moved acceptance of Karl Olson's proposal. Lisa 2nd, vote: 2-0.

6. Assessor's Agent Position

- Only one certified assessor submitted a proposal for the position, Evan Goodkowsky, the incumbent, but only for the 6 months July thru December, at a price of \$22,900. Evan is likely to be precluded from serving the full 12 months because he is running unopposed for County Commissioner, a position which would preclude him from performing the Assessor's Agent role.
- The Select Board has been in contact with other certified assessors about the position but none has been submitted a proposal
- The Board will negotiate with Evan on the rate and responsibilities, to try to reach a win/win, while continuing to contact other assessors.

7. Correspondence

- a. Jeff reported on a discussion he had with Linda Lucas, of Maine Revenue Service, regarding the town's certification of the ratio of assessed value to just value for property in the town. The state's calculation is 73%. Jeff reported that he informed Ms. Lucas of our 22% factoring of assessed values last year. That will justify our declaration of a higher certified ratio, but she doesn't feel it will be 100%. Jeff will discuss further with her, before we need to finalize our declaration, which is due June 3. The consequence for the not being at 100% is the town will lose some of the money from state reimbursements, such as tree growth and homestead exemptions.
- b. Sally Barter from Rebuilding Together – Lincoln County would like to make a presentation to the Select Board on how their organization could benefit town residents. Lisa moved to invite her, Jeff 2nd, vote: 2-0.

8. Administrative Items

- a. Town Hall rental application for Dee Dow celebration of life. Lisa moved acceptance, Jeff 2nd, vote: 2-0
- b. Catering license application for Smoke This LLC, for a May 31 event at the Squire Tarbox Inn. Lisa moved acceptance, Jeff 2nd, vote: 2-0
- c. Decision on phone system replacement for the Town Office. For 5 phone lines, with a digital system, Ashley got quotes from Spectrum and Consolidated Communications. Spectrum quote was for a monthly cost of \$160-200 a month. Consolidated's quote was for \$170 a month plus a surcharge fee, but with the additional requirement of using Consolidated's internet at an additional cost of \$200/month. Jeff moved that Ashley proceed with ordering service from Spectrum, Lisa 2nd, vote: 2-0.

9. Plan for Town Warrant and Proposed Ordinances public information meetings

- The topics to be covered at the May 21 and 23 meetings at the Town Hall will be the Proposed Ordinances and potential significant discretionary spending to be included in the Town Meeting warrant, topic and discussion lead for each:
 - Proposed Ordinances, Ordinance Review Committee
 - Town Hall improvements, Town Hall Committee
 - Wright Landing forested area, Wright Landing Committee
 - Roads, proposed long-term paving and regular annual road maintenance and paving plans, Road Commissioner
 - Revaluation and assessing status, Select Board
- Material to support the meeting will be posted on the town's website
- For publicity Jeff will submit a public notice to run in the Lincoln County News, April will be asked to include in her monthly email this week, but also to do a special reminder email before the meetings, the usual postings for the Town Office and Town Hall bulletin boards, and we should change the sign at the top of the island to announce the public forums.

10. Adjournment: Lisa motioned to adjourn; Jeff 2nd; Vote: 2-0. Meeting adjourned at 7:51 p.m.

Minutes taken and prepared by Jeff Tarbox, Select Board Member

A True Copy, Attest: _____

