



Town of Westport Island
Board of Selectmen, Assessors and Overseers Meeting
August 23, 2021

Present:

Selectmen: George Richardson, Ross Norton and Jeff Tarbox

Citizens: Julie Casson (Town Clerk), Gaye Wagner (Deputy Town Clerk), Robert Mooney, Richard DeVries, and Jason Kates

Guests:

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

Board of Selectman Business Conducted:

1. **Warrant:** George motioned to approve Payroll Warrant No. 15 for \$2,430.29; Jeff, 2nd; vote: 3-0; and then made a motion to approve Accounts Payable Warrant No. 16 for \$76,946.02; Ross, 2nd; vote: 3-0.
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3. **Minutes:** George motioned to approve the minutes of August 16, 2021; Jeff, 2nd; vote: 3-0.
4. **Citizen's Issues:** Richard DeVries, Chair of the Wright House and Ferry Landing Committee, requested permission to seek 3 bids for a new roof for the Wright House. The roof is in poor condition and has not been replaced or done since probably around 1978. One of the bids he would like is for a "cold roof" and George also requested that he also seek a bid for a metal roof as well. George motioned to approve Richard obtaining 3 bids for roof replacement to include one for a metal roof and one for a cold roof; Jeff, 2nd; vote: 3-0.
5. **Pier, Ramp, and Float Permit:** The Selectmen signed the application and hearing minutes of August 17, 2021, for the Permanent Pier, Ramp, and Float for J. Stewart Roberts of Map 2, Lot No. 71.02
6. **McCarty Cove Subdivision:** George read the approval letter by the Planning Board to Eldon Harris regarding the proposed split to lot 32 in the McCarty Cove Subdivision. This would split Map 4, Lot 12.32 into 2 lots, one approximately 4.0 acres and the other being approximately 6.5 acres. The Planning Board determined that the split met both the covenants of the McCarty Cove Subdivision and the Westport Island Lot Size Ordinance. George motioned to approve the lot split and will work on a new Map and Lot number for the tax map; Jeff, 2nd; vote: 3-0.
7. **Staff Request:** George motion to approve a staff member's request for a day off for personal reasons on Thursday, October 7, 2021; Ross, 2nd; vote: 3-0.

8. **2021 ASK Program Grant Agreement:** Bob Mooney informed the Selectmen that the ASK Program Grant funds would be used for site evaluation for installing a cistern for the WVFD as part of the efforts to set up water resources for firefighting. Bob is also looking for locations and is talking with someone on the South end of the island for land donation for a cistern. George motioned to approve signing the ASK Program Agreement; Jeff, 2nd; vote: 3-0.
9. **Town Clerk Updates:** Julie Casson informed the Select Board that we had a request from a wedding party who is using the Squire Tarbox Inn for their event to rent the parking at the Town Hall on October 9, 2021. Julie questioned whether we should be renting to individual guests of the Inn, or should we be planning through the Inn directly as the Inn is the resident of the Island and the venue which does not have enough parking. Additionally, instead of \$5 / vehicle, Julie asked if we could have a flat fee, as we have no way of quantifying the number of cars, receiving payment after the fact and we are potentially losing rental for the use of the Town Hall for the evening by renting out the parking and not having prepayment due to not having an exact number of cars prior. The Selectmen agreed to have the Inn as the point of contact for parking lot rentals and suggested the fee be a flat \$100. Julie will send a letter to the Innkeeper. George motioned to approve the flat fee of \$100 and the Inn as the renter and to let the rental of the parking on October 9 go forward via the new agreement; Ross, 2nd, vote: 3-0.

Julie informed the Selectmen that she followed up with Jay Specter regarding the requirements for a petition for the marijuana ordinance that he requested.

Julie discussed the Town Hall Rental Agreement and made note of additional changes that Ross requested. She explained that the alcohol language was to protect the Town.

Gaye let the Selectmen know that she entered all the pictures from the Assessor into the Trio system. The one's she had questions on, she emailed Evan.

10. **Code Enforcement Updates:** Jeff met with Chris Wormwood and reported back that there are a lot of pallets on the property. Chris is using the wood from the pallets for construction and burning for heat. He has built the chicken coop, but the other structures he wanted to build for storage, the building permits were denied due to setbacks. There is also a lot of equipment on the property which Chris repairs or salvages for parts. He admits the place is overloaded and would like to build storage, but has not received the answers he needs to questions he has regarding codes, etc. Jeff dropped off the building code ordinance and a copy of the site plan review, as if he is doing salvage work, it is technically a junk yard/business. Jeff would like to continue the discussion next week and is looking into what a nuisance is.

George noted that Gary Richardson (CEO) received an email from Cary Huggins informing him that all the items in violation have been removed and included pictures. She also invited him out to do a site visit.

11. **2nd Selectmen Updates:** Jeff informed everyone that the Speed Report from the Lincoln County Sheriff's Office is on Main Road by Norm Sherman's house. It will be there 2 weeks.

-George read from the minutes of the Jul 14th Planning Board meeting where Jeff stated that there is no regulation of timber harvesting here on Westport in terms of compliance. Gary Richardson at the Planning Board meeting said that forestry is regulated by the State and that we have two options; one to have the Town make our own rules, but we would not get assistance from the State; or two, use state standards and administer them ourselves with help from the State. Jeff is concerned that there is cutting beyond the 40% allowed, especially on West Shore Road parcels and on Main Road, and there and on other roads the buffer zone along the roadway is not being followed. George tabled the discussion for now.

12. Westport Island Roads: Bob Mooney and Jeff had concerns about the road width on many of the Town roads and private roads not meeting requirements for road widths to allow for emergency vehicles to effectively travel over the roads should an emergency exist. This discussion was broached on the planning board during a subdivision review when the road proposed by the developer was not wide enough for approval. George suggested that this be brought up before the Road Committee for when they next meet. George asked Ross to let Jimmy Cromwell to put this on the committee's agenda. Bob will represent the Planning Board in meeting with the Road Committee.

Bob also asked if there was a parking ordinance. Jeff said he would be willing to work with Bob on any road discussions.

13. Other Legal Business: The Selectmen finalized and signed the meeting minutes from the June 15, 2021, regarding the Baker Road hearing. George motioned to approve the minutes taken by Jeff and sign the minutes; Ross, 2nd; vote: 3-0.

George read an email he received from Atlantic Environmental, LLC regarding the new dock application for Bill Miller and the contacts for abutters to clarify that lot 57.01 which was on the GIS map is not in existence and the lot for the abutter is 57.02. The tax map will be corrected.

Ross discussed putting in a window from the vestibule into Dedee's office. This would allow for people to not have to wait outside in the rain and cold weather. The other Selectmen approved this addition if it did not affect the structure of the building.

14. Meeting Adjourned: George motioned to adjourn the meeting at 8:37 pm; Jeff, 2nd; vote: 3-0.

Respectfully submitted,

George D. Richardson, Jr.
1st Selectman

Jeffery H. Tarbox
2nd Selectman

Ross Norton
3rd Selectman