



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

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
November 28, 2022

Present:

Select Board: Jeff Tarbox, Donna Curry, and Ross Norton

Citizens: Julie Casson (Town Clerk), Gary Richardson (CEO), Jerry Bodmer (Plumbing Inspector),
Jimmy Cromwell (Road Commissioner), and John Henderson

Guests: Charlotte Boynton (Lincoln County News)

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

Business Conducted:

- 1. Warrant:** Jeff motioned to approve the Payroll Warrant No. 45 for \$1,823.30, Donna, 2nd; vote: 2-0, Ross abstained; Jeff motioned to approve Accounts Payable Warrant No. 46 for \$137,078.91; Donna 2nd; vote: 2-0, Ross abstained.
- 2. Minutes:** Jeff motioned to approve the minutes of November 17, 2022, Donna, 2nd; vote: 2-0, Ross abstained.
- 3. Citizen's Issues:** There were no citizen's issues brought before the Board.
- 4. Correspondence:** There was no correspondence to share this week.
- 5. Special Town Meeting Warrant:** Jeff shared that Maine Municipal Association (MMA) reported that the Select Board and not the Town should be the one who determines the job description for the Road Commissioner. The MMA attorney did make a few suggestions for the Board to consider in the job description. The MMA attorney then gave suggestions on the warrant article for the Road Commissioner stipend by combining the stipend and the prorated amount into one warrant article. Jeff motioned to adopt the Road Commissioner job description as outlined; Donna, 2nd; vote: 3-0.

Jeff discussed with the Board that the loan was already approved at the last meeting, so the financing would not be a warrant article. Jeff would like to add an article for funds to help finance the change in the Town Clerk/Registrar position in the amount of \$6,000.00 to cover overlap and any potential salary

increase if needed. Jeff read the articles of the upcoming proposed warrant with Article 1. To Choose a moderator to preside at said meeting.

Article 2. To see If the Town will establish an annual stipend for the Road Commissioner position and to appropriate \$2500 from unappropriated surplus to compensate the Road Commissioner on a pro-rated basis for the remainder of FY 2022-2023. Jeff motioned to approve warrant article 2 for the upcoming special town meeting; Donna, 2nd; vote: 2-1.

Article 3. To see if the Town will vote to transfer \$6000 from unappropriated surplus to the “town Clerk/Registrar Compensation” account to assist in the expected transition by allowing for a period of overlap and training between the current and new office holders and to provide for any necessary salary adjustments for the position during the remainder of FY 2022. Jeff motioned to approve warrant article 3 for the upcoming special town meeting; Donna, 2nd; vote: 2-1.

See attached for full warrant. Jeff motioned to issue the warrant for the Town Meeting on December 12, 2022, at 7:00 pm; Donna; vote: 2-1.

6. **Enforcement Issues:** Jerry Bodmer, Plumbing Inspector, and Gary Richardson, Code Enforcement Officer, reported on the property located on Bayview Road where there was concern about the property being used as a business. Gary reported that there were 4 bedrooms and a cabin. In 1993, a permit was issued for a septic upgrade which would allow for 5 bedrooms. The last several years, they have been advertising several other structures on the property for rent that they tally up to be 7 rooms for rent. This does exceed the limit on the septic. The building code ordinance does allow people to rent out rooms in their home. Gary does not see a problem with renting rooms in the home and in the cabin, as long as there is not a pre-existing problem with the permit for the mobile home based on the actual acreage of the property which may be in question. Jerry addressed that currently there are no leaks in the leach field. The issue is the septic system is not designed for maximum capacity. Gary’s recommendation is to notify the owner that they are allowed to rent in the house and the cabin, which are permitted, but to rent the other structures they would need to apply for occupancy permits. Jeff moved that the Board support the CEO in his proposed course of action; Donna, 2nd; vote: 3-0.

Jeff brought up the Greenleaf Road property and shared pictures that he had from a recent visit. The pictures showed there is more stuff close to the abutters well and potential items that are a fire hazard. This is considered an unpermitted junkyard. Jeff suggested meeting to negotiate a solution before next steps.

Gary asked about the property on East Shore Road and suggested one more letter with the threat of legal action if they do not comply. Gary suggested a consent letter then the letter from the attorney if they do not comply.

7. **Administrative Items:** Jeff shared that he and Donna would be going to the bank on Tuesday to sign the loan agreement.

Jeff motioned to appoint Jim Wiles and Bailey Bartlett to the Town Hall Committee; Donna, 2nd; vote: 3-0.

Jeff motioned to appoint Joe Dikitanan, Sr., and Julie Casson as Deputy EMA Directors; Donna, 2nd; vote: 3-0.

Jeff submitted his resignation as Chair of the Select Board effective with the selection of a new chair. See attached letter.

Donna asked if we needed to still have a public hearing at the next meeting. Jeff motioned to not have a public meeting on December 5, 2022; Donna, 2nd; vote: 3-0. It was determined that all meetings going forward through the end of the year would be regular business meetings.

Julie asked if they wanted to have Chris Cooper moderate or do we want to keep in-house for just two articles per Chris' suggestion. The Board decided to keep in-house and would look for a moderator.

8. Other Legal Business: None

9. Executive Session: Jeff motioned to go into executive session pursuant to 1 M.R.S.A. § 405 (6) (A) for Personnel Matters regarding the Town Clerk's resignation. There was no second and the motion failed.

10. Meeting Adjourned: Jeff motioned to adjourn the meeting at 8:17pm; Donna, 2nd; vote: 3-0.

Minutes taken and prepared by Town Clerk Julie Casson.

A True Copy, Attest: _____