



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
December 5, 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), Ted Christie (Harbor Master), Deborah Christie, Rebeca Dikitanan, Ralph Jacobs, Dick Tucker, 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. 48 for \$1,740.95, Donna, 2nd; vote: 3-0; Jeff motioned to approve Accounts Payable Warrant No. 49 for \$43,861.56; Donna 2nd; vote: 3-0.
- 2. Minutes:** Jeff motioned to approve the minutes of November 28, 2022, Donna, 2nd; vote: 3-0.
- 3. Citizen's Issues:** Ralph Jacobs, Chair of the Board of Appeals, asked if the Board of Appeals members could take the upcoming Zoom Training for the new Board of Appeals Training on December 13th. Jeff also stated that there is a new member of the Planning Board who needs to take it as well. Jeff motioned to approve Planning Board/Board of Appeals training for three Board of Appeals members and the Planning Board member who need training; Donna, 2nd; vote: 3-0.

Dick Tucker informed the Board that they received notice of the grant for the groundwater study in the amount of \$48,500.00. He has forms and will coordinate with Martha Hayward, Tax Collector. Donna will take the lead to coordinate with Martha to determine next steps.

- 4. Correspondence:** Jeff shared there was a email received from the Department of Agriculture, Conservation and Forestry regarding a survey regarding growth management. Jeff forwarded to members of the Comprehensive Planning Committee to respond.

Julie shared that we also received notice from the Department of Marine Resources about renewal of limited purpose aquaculture licenses. Julie stated that by law we are required to post notices of renewal and she would do that in the Town Office kiosk.

5. **Enforcement Issues:** Jeff asked Gary Richardson, CEO, how the Board could support them in the next steps. Gary asked for approval of letter to Doug Davis. Gary stated he is not allowed to execute consent agreements but that he provided the suggested language to the Board. Regarding the Bayview property, Jeff mentioned that the bus itself has not been part of the previous discussion. Gary stated that it does not apply to dwelling units as part of code enforcement as it is a motor vehicle, but in relation to plumbing, per Jerry Bodmer, Plumbing Inspector, it would be counted toward count for bedrooms when looking at the capacity of the septic putting them over the limit. Jeff suggested that the bus be included in the letter sent to the property owner. Gary will work on wording for the Select Board.

6. **Town Clerk Position:** Jeff announced that there were no applicants for the Town Clerk position as of today's meeting. Deborah Christie asked what it would take to keep Julie as clerk, shared her concerns, and talked about the great assets the staff is at Town Office. Donna talked to Gaye and suggested a shared position. Julie also reminded the Board that the Registrar appointment is up for renewal on January 1 for two years. Dick Tucker asked if compensation was an issue. Jeff mentioned that the warrant article includes the ability to increase compensation to be more competitive. Jeff shared other thoughts and ideas that could potentially be options in the hiring process. Jeff will work on a new ad for the Lincoln County News. Jeff motioned to extend the ad in the Lincoln County News for three more weeks; Donna, 2nd; vote: 3-0.

7. **Administrative Items:** Jeff motioned to appoint John Staats to the Town Hall Committee; Donna, 2nd; vote: 3-0.

Jeff received an email from the attorneys stating that the party on Bakers Road was served. Jeff noted that the obstructions have been moved again and the road is a little less obstructed. We are still waiting on notice for when the court will act.

Jeff shared there is a Road Committee meeting on Thursday, December 7, 2022. Jeff shared the charter for the Road Committee. Jimmy Cromwell, Road Commissioner, spoke about one area he would like to address is driveway culverts and new driveway permits. Jeff summarized that going forward the Road Committee will recommend policies related to road maintenance, road construction and any ordinance suggestions. Jeff motioned that charter be amended between lines 7 & 8 that the committee should recommend policies affecting roads and road maintenance and any ordinance recommendations to the Select Board; Donna, 2nd; 2-1.

Donna shared that she and Gaye met with CMP to find out feasibility of an electronic sign at the head of the Island. It would mean installation of a pole by Lord Road. The hope would be to use ARPA funds. Gary Richardson suggested that electronic signs are controversial and to put before the Town before moving forward. Discussion ensued on ideas of how to notify the Town of events and emergencies.

8. **Other Legal Business:** None

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

Minutes taken and prepared by Town Clerk Julie Casson.

A True Copy, Attest: _____