



**BOARD OF SELECTMEN
MINUTES
REMOTE MEETING**

MONDAY, MARCH 1, 2021

Members Present: Richard W. Brewer, Chair
Shana M. Shufelt, Vice Chair
Ann E. Boxler, Clerk
Steven J. Ouellette
Brian T. Valcourt.

Also Present: Timothy King, Town Administrator

Select Board Chair, Mr. Brewer, called the remote meeting to order at 6:00 p.m.

Pledge of Allegiance: The meeting commenced with the Pledge of Allegiance.

Chair's Announcement – Under MGL Chapter 30A, section 20(f) – Meeting being recorded.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Westport Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. The public was invited to join the meeting through the links provided at the time of posting.

1. Acknowledgments & Recognitions

- a. Recognition of Zoning Board of Appeals Principal Clerk, Maria Branco. Zoning Board of Appeals Chair Roger Menard updated the board on all the essential activities provided by Ms. Branco, and reported that she has also undertaken an important review and reorganization of the board's files dating back several years, documenting all hearing results from those hearings. Mr. Menard publicly commended Ms. Branco for all her efforts in the position; she was watching the meeting, and expressed her appreciation for the recognition.
- b. Recognition of John Rezendes, Cable Coordinator, filming the boys & girls basketball season. Mr. King read a note of appreciation from basketball fan Joshua Broom, detailing his service during the continuing pandemic. Mr. Rezendes credited his team of assistants with helping to provide quality broadcasts for the community; Mr. Ouellette expressed hopes that the local cable programming could be expanded in the future with purchases of new equipment for mobile broadcasting.

2. Updates

COVID-19

Mr. Armendo reported 1,348 confirmed cases in town, with no new fatalities or hospitalizations. He indicated that Westport has been moved from red high risk category to yellow status for the first time since Oct. 23, 2020, and finds the downward trend very encouraging. Mr. Armendo gave out information on area vaccination sites, and noted the Board of Health is working with senior living facilities to plan community vaccination clinics and set up individual vaccinations for housebound residents; appointments are available through the mass.gov website or 211 telephone number. He updated the board and viewers on the state's move to Step 2 of Phase 3 of its pandemic response plan, detailing the revised guidelines for group gatherings. He continued to encourage all residents continue to wear masks, practice social distancing and continue frequent hand washing, even if vaccinated.

3. Public Hearings:

- a. Acceptance of the **Road Layout for Jo-Ann's Way** by petition. Mr. King reported that the subdivision road has been inspected by the Highway Department and found to meet town standards. He recommended the petition article be placed on the warrant for the annual town meeting. Resident Manny Costa asked what the next step would be; residents were urged to attend town meeting to vote on the matter.

Motion by Ms. Shufelt to include the article on the warrant. Seconded by Mr. Valcourt. The vote was 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

- b. *Continued from 2-16-21.* Request from Samuel Ferreira d/b/a as Samuel Ferreira Auto Sales for a Motor Vehicle Class II License to sell used vehicles at 972 State Road, Westport, MA. Total outdoor spaces: 64. Inspection reports were received; no public comment added during the hearing; Mr. King recommends approval. Mr. Ferreira expressed his thanks for the positive vote. **Motion** by Ms. Shufelt to approve the license. Seconded by Ms. Boxler. The vote was 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

4. Action Items:

- a. Request to apply for funding for the Complete Streets Prioritization Plan. Mr. King said the request came from the Bike Path Committee, and introduced committee member Gail Rodrigues. Ms. Rodrigues noted the filing of Jan. 25 letter of intent to MassDOT seeking \$50,000 in funding for studies and planning for various projects in Westport. Member Keith MacDonald explained the types of projects being considered in cooperation with SRPEDD, and suggested the town planner be tasked with coordinating the filing of the prioritization plan.

Motion by Mr. Ouellette to approve filing of the prioritization plan. Seconded by Mr. Valcourt. The vote was 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

- b. Request for comment on Definitive Subdivision Plan of Isidoro Court 93 Fisher Rd., Map 40 Lot 30D. Proposal to divide into 2 lots. By general consensus, there will be no comment made.
- c. Accept donations for the food pantry through the Recreation Department for a total of 1,493.00 in monetary donations from: Beverly L. Schuch - \$1,000; Newton P. Millham - \$100; Rosemary & Ronald Raymond - \$100; William L. Pardee - \$50; Cash from various anonymous donors - \$243. Recreation Director Dana Stewart reported that the pantry is distributing 150 bags of groceries each week, with distribution center at 931 Main Road operating each Monday from 9 a.m. to noon; donations can be dropped off at that location on Tuesdays, Wednesdays and Thursdays from 9 to noon. She thanked all those who donated food, funds or gift cards, and the volunteers who serve at the pantry, for their efforts on behalf of residents in need.

Motion by Ms. Boxler to accept the donations listed. Seconded by Ms. Shufelt. The vote was 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

5. Discussion:

- a. FY2022 Municipal Budget. Mr. King indicated he is waiting for DOR updates on state aid; the Finance Committee is continuing its preliminary budget review. Mr. Valcourt noted that Sen. Rodrigues has included a funding earmark for the Rt. 177 roundabout project in the state budget.
- b. Town Administrator candidate screening committee. Retiring in July, Mr. King recommended appointment of a screening committee in the near future. Mr. Brewer noted that four volunteers have

already applied to serve on the committee, and others with interest in serving should contact the board as soon as possible.

6. Appointments and Resignations

Request appointment of part-time, as-needed, reserve Police Officers: Antonio Cestodio and Eric Vanasse.

Motion by Mr. Ouellette to approve the appointments. Seconded by Ms. Shufelt. The vote was 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

7. Licenses/Permits

8. Town Administrator Report

Mr. King provided an update on progress with MS4 plan, with a March 9 audit planned; Rt. 6 improvement meeting has been scheduled for this week; Chapter 90 funding has been set at \$675,874 for FY 2022. He reported that water system testing was not done by regular vendor in November, and a DEP notice of non-compliance was issued; city water department has taken over monthly testing. Mr. King noted that the water quality was not compromised in any way. Energy aggregation program letters have been issued and posted on website, detailing the new power provider available to residents.

9. Approve Minutes

Motion by Ms. Boxler to approve the minutes of the Feb. 16, 2021 meeting. Seconded by Mr. Ouellette. The vote was 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

10. Report on Bill Warrant

11. Selectmen Liaison Committee Reports & Suggestions for Future Agenda Discussion / Action

Ms. Boxler – The Affordable Housing Trust is working with Buzzards Bay Area Habitat for Humanity on an affordable duplex being built on Sodom Road. A Feb. 24 virtual community meeting was held by BBAHFH to detail plans and application process.

Mr. Ouellette – Bike Committee continues to explore ideas for road projects with SRPEDD; he asked for update on plans for work at Horseneck Beach this summer.

Ms. Shufelt – School building project is on schedule and on budget, with plans for August occupation of the facility. Furniture, fixtures, and technology purchases are ongoing, with those bids slightly over budget but able to be offset by sufficient contingency funds. She noted that site access for any purpose requires an appointment. She asked for an update on the Drift Rd. guard rail project; Mr. King said he is waiting for an engineering report from the consultant hired to review the project.

Mr. Valcourt – Said he missed the last CIPC meeting; visited the school site with an appointment, and was impressed with the progress and quality of work.

Mr. Brewer – He is eager to start looking at goals for the new Town Administrator, perhaps at next meeting. A discussion of warrant articles, and vote on the warrant will take place at the next meeting.

Mr. King thinks the latter part of June would be best for the annual town meeting; graduation is June 12; June 5 is another possible meeting date.

12. Boards/Committees/Commissions Vacancy List

Ms. Boxler indicated that the Bike and Walking Path Committee and Recreation Commission seem to be the most pressing needs for new volunteers right now.

13. Topics not reasonably anticipated forty-eight (48) hours in advance of the meeting

Mr. Brewer said there is a need to discuss revisions to the East Beach trailer permit process; it will be on the agenda for the next meeting.

14. Comments and Statements

15. Executive Session – Pursuant to the provisions of MGL c 30A section 21(a), Chair declared an open meeting will have a detrimental effect to:

- a. discuss strategy with respect to litigation concerning Weatherlow Farms (3).
- b. discuss strategy with respect to collective bargaining unit, WPA Westport Police Association grievance (1).
- c. discuss strategy with respect to collective bargaining unit, WPFPA Local 1802 Westport Firefighters Association (3).
- d. approve Executive Session Minutes of December 7, 2020.

The chair agreed to have ZBA Chair Roger Menard and Vice Chair Gerry Coutinho and Atty. Blake participate in discussion of item 15a.

Motion by Mr. Ouellette to enter into Executive Session at 7:05 p.m., and to return to public session for adjournment. Seconded by Ms. Shufelt. The Board voted 5-0 in favor by roll call. **Roll Call Vote:** Boxler, Aye. Ouellette, Aye. Shufelt, Aye. Valcourt, Aye. Brewer, Aye.

Respectfully submitted,

Robert Barboza
Robert Barboza/Recording Clerk

APPROVED: 
Ann E. Boxler, Clerk, Select Board Member