



**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
TUESDAY, OCTOBER 12, 2021**

Members Present: **Shana Shufelt, Chair**
 Steve Ouellette, Vice Chair
 Richard Brewer, Clerk
 Brian Valcourt
 Ann Boxler

Also Present: **James Hartnett, Town Administrator**

Select Board Chair Ms. Shana Shufelt called the meeting to order at 6:03 pm in the Westport Town Hall, 2nd floor meeting room, 816 Main Road, Westport, MA.

Pledge of Allegiance: The meeting commence with the Pledge of Allegiance

Chair's Announcement: The Chair announced that under the provisions of MGL Chapter 30A, section 20(f), the meeting is being recorded.

1. Acknowledgments & Recognitions

- a. Jim Coyne presented a Certificate of Appreciation to the Town for the Ataxia Awareness Initiative; declaring 9/25/21 Ataxia Awareness Day.

2. Covid Update

Shana Shufelt highlighted the report from the Board of Health, noting that as of October 6th there were 43 new cases reported, and 68% of Westport Residents are vaccinated. She stressed the importance of wearing masks in public indoor spaces when proper social distancing cannot be maintained, a mask requirement remains in place for all town buildings.

3. Licenses/Permits.

- a. Request from Amanda Alcadinho from 3 GenLove LLC for a one day liquor license on October 29, 2021 from 5pm-9pm at 645A State Road.

MOTION by Mr. Ouellette to approve the one day liquor license for 3GenLove, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

4. Appointments and Resignations

- a. Request to appoint Planning Board Member; Mark L. Schmid to the Long Term Planning Committee.

MOTION by Mr. Ouellette to appoint Mark L. Schmid to the Long Term Planning Committee, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- b. Request to appoint Planning Board Members; James Whitin & John Bullard to the Climate Resiliency Committee.
MOTION by Mr. Ouellette to appoint James Whitin and John Bullard to the Climate Resiliency Committee, seconded by Mr. Brewer. The Board voted 5-0 in favor.
- c. Request to appoint Planning Board Member, Vice Chairman; Robert Daylor as an Alternate Member to the Climate Resiliency Committee.
MOTION by Mr. Ouellette, to appoint Robert Daylor as an Alternate Member to the Climate Resiliency Committee, seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- d. Request from the WRWA to appoint Michael Sullivan to the Climate Resiliency Committee.
MOTION by Mr. Ouellette, to appoint Michael Sullivan to the Climate Resiliency Committee seconded by Mr. Valcourt. The Board Voted 5-0 in favor.
- e. Appoint Board of Selectmen representatives to the Climate Resiliency Committee.
MOTION by Mr. Ouellette to appoint Ms. Shufelt and Mr. Valcourt to the Climate Resiliency Committee, seconded by Mr. Brewer. The Board voted 5-0 in favor.
- f. Request from David A. Brown to be appointed to the Climate Resiliency Committee.
MOTION by Mr. Ouellette to appoint David Brown to the Climate Resiliency Committee seconded by Mr. Brewer. The Board voted 5-0 in favor.
- g. Request from David Sprogis to be appointed to the Climate Resiliency Committee.
MOTION by Mr. Brewer, to appoint David Sprogis to the Climate Resiliency Committee, seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- h. Request from Anthony Vivenzio to be appointed to the Climate Resiliency Committee.
MOTION by Mr. Valcourt to appoint Anthony Vivenzio to the Climate Resiliency Committee, seconded by Mr. Brewer. The Board voted 5-0 in favor.
- i. Request from the Police Department to Appoint Nicole Vaz as a full time EMD Dispatcher subject to completion of prerequisite training.
MOTION by Mr. Ouellette to appoint Nicole Vaz as a fulltime EMD Dispatcher subject to prerequisite training, seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- j. Request from Chief Pelletier to appoint Michael Chicca as a Full Time Officer.
MOTION by Mr. Valcourt to appoint Michael Chicca as a Full Time Officer, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

5. Discussion

- a. **6:30 p.m.** Roselli, Clark & Associates, management letter discussion.
 Mr. Anthony Roselli participated remotely and discussed his findings from the 2020 Yearly Audit. Mr. Rosselli stated that overall the Town has made significant improvements in addressing prior year deficiencies. He noted operational improvements in the Treasurer's office, the use of a lock box in the collector's office and the newly created Treasurer/Collector position. Mr. Roselli noted that the Town Accountant will be leaving and he is hopeful that the Town will be able to fill the position with a qualified applicant. Federal funding through the CARES Act and ARPA will benefit the Town and stressed the need to properly document expenditures. He did note one concern relating to the reconciliation of the police detail expenses, he would like to see the difference between the billed and the collected to be less than \$20,000.
- b. Westport Affordable Housing discussion related to the future use of the high school property.
 Ms. Shufelt suggested and the Board agreed that the letter be forwarded to the long term building committee.
- c. Board of Health discussion regarding the Transfer Station.

Mr. Armendo outlined his concerns of being short-handed at the transfer station, it is hard to hire a qualified worker at the current pay scale. He would like to advertise on other sites and not just the indeed site. He suggested a different job classification similar to the Highway Dept., promoting one of the attendants, and paying for the employee to get the proper licensing. Nicole Pearsall (Accountant) noted that the town can pay for the licensing, and as far as promotions go, there is no posting required. Ms. Shufelt noted that you can advertise outside of indeed, however it would most likely have to come out of the department budget. Changing the pay scale would have to be approved by the union and that may open up the entire classification section to negotiations. Mr. Brewer posed his concerns that the help is needed, and we should begin this process. Mr. Armendo suggested that maybe hiring a temp or seasonal employee will help at this time. The board instructed Mr. Hartnett to work with Mr. Armendo on the advertisement and to look at the seasonal employee option.

6. Action Items

- a. Request from Deputy Chief John Bell to install a "Dead End" sign at the entrance to Green Street just north of Old County Road.
MOTION by Mr. Ouellette to approve the installation of a Dead End sign at the entrance to Green St. seconded by Mr. Brewer. The Board voted 4-0 in favor, with Ann Boxler abstaining.
- b. Request from Chris Leonard, Director of Marine Services, to open the Bay Scallop Season at sunrise on October 16, 2021.
MOTION by Mr. Ouellette to open the Bay Scallop Season at sunrise on October 16, 2021, seconded by Mr. Valcourt. The Board voted 5-1 in favor.
- c. Request from The Town Clerk to approve the LHS Maintenance Agreement.
MOTION by Mr. Ouellette to approve the LHS Maintenance Agreement, seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- d. Approve amendment to the Director of Public Health Employment Agreement.
MOTION by Mr. Valcourt to approve the amendment to the Director of Public Health Employment Agreement, seconded by Mr. Brewer. The Board voted 5-0 in favor.
- e. Request from the Westport PTO to hold a Monster Mash 5K on Sunday, October 31, 2021.
MOTION by Mr. Ouellette to approve the Westport PTO Monster Mash 5K on Sunday, October 31, 2021, with WPD recommendations, seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- f. Request from Town Clerk Bernadette Oliver to accept as presented by the Town Clerk the 2020 Re-Precincting Plan for the Town of Westport.
MOTION by Mr. Valcourt to accept the Town Clerks Reprecincting Plan as presented, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
Mr. Ouellette suggested that a list be available at the Precincts with residents who were moved to Precinct D, for informational purposes on Voting Day.
- g. Request from James Medeiros to schedule a dangerous dog hearing.
Ms. Shufelt suggests holding the hearing, Paula to poll the Board for possible hearing dates.

7. Town Administrator Report

Mr. Hartnett gave his report: the Town should participate in the Mayflower Wind review process; COVID 19 benefits relating to the Emergency Sick Leave Act have been extended; Chris Leonard received a grant from the Seaport Economic Council to repair the Power Pedestals at the Town Dock; recommends the engineer for the Route 177 Roundabout attend a Select Board meeting to discuss the preliminary design.; the ARPA funding reporting deadline has been extended to April of

2022; the Attorney General's office approved the zoning articles adopted at the June 2021 Annual Town Meeting.

8. Approve Minutes

a. September 3, 2021

MOTION by Mr. Brewer to approve the September 3, 2021 Meeting Minutes, seconded by Mr. Ouellette, The Board voted 5-0 in favor.

b. September 27, 2021 – Hold off until next meeting per Mr. Brewer.

9. Report on Bill Warrant

Ann Boxler reported no issues.

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

Ms. Boxler- COA- would like to look into the possibility of ARPA funds for the Social Day program on the basis of the program being needed for mental health reasons.

Mr. Valcourt – Campground – meeting scheduled on October 20, 2021

Energy Committee meeting scheduled on November 4, 2021

Mr. Ouellette – Cable Advisory Board in good hands with Irene Buck as chair.

Rte 6 – is moving right along, encouraging residents to get involved in the design projects.

Mr. Brewer – SE Regional Transit Authority is meeting monthly, very informative

ARPA update at next meeting, some concerns with the County Portal not yet posted.

Ms. Shufelt – School Building, some changes in furniture, etc. the project is still under budget, sodding the fields was approved. Hoping to have the ribbon cutting November 12, 2021.

Also, the Veterans Office will be offering a Veterans Day Event. Mr. Valcourt also wanted to give a shout out to Carol Freitas, she's doing a great job with the Veteran Services.

11. Boards/Committees/Commissions Vacancy List

Numerous vacancies

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

None

13. Comments and Statements.

None

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

- Approve Executive Session Minutes – September 27, 2021
- Discuss strategy with respect to litigation – Erick Krowel vs Ralph Souza, et al
- Discuss strategy with respect to collective bargaining Westport Police Assn.
- Discuss strategy with respect to litigation – Mullins vs Town of Westport

Adjournment

MOTION by Mr. Ouelette to adjourn the regular meeting at 8:31pm. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

Respectively Submitted,















Paula Brown
Administrative Assistant

APPROVED:



Richard Brewer, Select Board
Select Board Member

Attachments to the Agenda

 6d DPH EA Amend 10-12-21.pdf	 6c LHS - Signature Page.pdf	 6c - LHS Maintenance Agreei	 6b Harbor Master Request.pdf	 6a Green St Sign.pdf	 5b Affordable Housing - High Sch
 5a 2020 Roselli OMB Rpt 20.pdf	 5a 2020 Roselli Mgmtltr 20.pdf	 5a 2020 Roselli Financials 20.pdf	 5a 2020 Roselli EOYR 20.pdf	 4j WPD Appointment.pdf	 4i dispatcher contingent offer NV
 4h Antonio Vivencio-Climate Re	 4g - David Sprogis - Climate Resiliency.p	 4f David A. Brown - Climate Resiliency.p	 4d WRWA Apptmt to Climate Resiliency	 4abc Planning Board.pdf	 3a 3GenLove 1day Liquor License.pdf
 2 BoS COVID Update 10.12.21-.pc	 1a Coyne Certificate.pdf	 TA 6 Zoning AG.pdf	 TA 3 Seaport Grant.pdf	 TA 2 COVID Extension.pdf	 TA 1 Mayflower.pdf
 8b BOS Regular Meeting Minutes 9-	 8a Minutes September 3, 2021.p	 6g Dog Hearing request.pdf	 6f Westport_2021_Fin	 6f Town Clerk-Repreincting.p	 6e PTO 5K.pdf