



BOARD OF SELECTMEN REGULAR MEETING MINUTES

Monday, May 23, 2022

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

Also Present: James Hartnett, Town Administrator

6:01 p.m. Call To order & Pledge of Allegiance

Acknowledgments & Recognitions

Ms. Shufelt and Ms. Boxler will be attending the Eagle Scout Ceremony for Nate Gifford, the Board commends him for his accomplishment.

Mr. Brewer attended the 50th Anniversary of the Land Trust at Westport Woods, and would like to acknowledge the work they have done.

1. Public Hearings

6:05pm – application request of Stephen J. Mello for a six-month trailer permit to locate trailer on 663 Division Road. The property is shown on Assessor's Map 48, Lot 11.

Ms. Shufelt asked what the plans were for the trailer, Mr. Mello stated he will be living in while building a house on the lot. Mr. Valcourt noted that the town hasn't allowed this in the past. Ms. Shufelt stated that she didn't have a problem with it, and asked if the paperwork was all in order. Mr. Hartnett stated that the Board of Health has signed off on it, and recommends approval.

MOTION: by Mr. Ouellette to approve for an owner occupied permit not to exceed six months, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

2. Licenses/Permits

- a. Request from Alexia Williams of Lexi's Road Dogs, 175C State Road for a Common Victualler's License.

Ms. Williams was present and described her plans.

MOTION: by Mr. Ouellette to approve the Common Victualer's License for Lexi's Road Dogs at 175C State Road, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- b. Request from Weatherlow Farms for One Day Wine & Malt Beverage Licenses:

Wednesday, July 20, 2022, 5pm-9pm, Westport Film Festival

Thursday, July 28, 2022, 5pm-9pm, Picnic Dinner

Wednesday, August 3, 2022, 5pm-9pm, Westport Film Festival

Thursday, August 11, 2022, 5pm-9pm, Picnic Dinner

Wednesday, August 17, 2022, 5pm-9pm, Westport Film Festival

Thursday, August 25, 2022, 5pm-9pm, Picnic Dinner

Mr. Valcourt questioned Mr. Wagner as to whether he would have entertainment, Mr. Wagner stated that he obtained an Entertainment License in the Fall.

MOTION: by Mr. Brewer to approve the One Day Wine and Malt Licenses with Westport Police Recommendations, seconded by Mr. Ouellette. The Board voted 5-0 in favor.

3. Appointments and Resignations

- a. Request to accept the Resignation of Ray Elias from the Climate Resiliency Committee.

MOTION: by Mr. Ouellette to accept the Resignation with letter of appreciation, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- b. Request to accept the resignation of Thomas Schmitt from the Long Term Building Committee, Capital Improvement Planning Committee and the Finance Committee.

Ms. Shufelt noted the Mr. Schmitt was the Finance Committee's appointee to the LBTC and CIPC.

MOTION: by Mr. Ouellette to accept the Resignation with letter of appreciation, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- c. Request from Chief Pelletier to extend a conditional offer of employment to David Mahoney III, subject to any additional training and screening.

MOTION: by Mr. Ouellette to extend a conditional offer of employment to David Mahoney III, subject to any additional training and screening, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

4. Discussion

- a. Memorial Day Events – Carol Freitas, Veterans Officer

Ms. Freitas summarized the Memorial Day Events, she wanted to recognize Troop 3, 33, 100, 2019 and Pack 3 for placing the flags at the Cemeteries. Ms. Freitas also summarized the upcoming events from May to September.

5. Action Items

- a. Request from David Palmer to hold the 4th of July Parade.

Mr. Palmer noted the Parade would be held on Monday, July 4th at 10:00am, they are in need of volunteers. He also asked the Board to approve the reimbursement of the Westport Police Department Detail Fees. Ms. Shufelt and Mr. Hartnett agreed they would have to look into how to go about reimbursing for the fees and get back to him.

MOTION: by Mr. Valcourt to approve the 4th of July Parade, seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- b. Kleinfelder Contract Amendment – Request from Planning Board to approve Amendment No 2, \$24,500 Phase 1A and Amendment No 3, \$536,628 Phase 1C, Final Design Route 6 Sewer.

Mr. Hartnett noted that Phase 1 will be paid for from the grant, the balance will be paid for from State Earmarked ARPA Funds and recommends approval. Mr. Brewer reiterated that these were State Earmarked ARPA Funds.

MOTION: by Mr. Ouellette to approve the amendment, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- c. Request from George Ripley, Westport free Public Library for pre-approval for the Education Reimbursement in the amount of \$500.00 for Principal Clerk.
MOTION: by Mr. Ouellette to approve the Education Reimbursement, seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- d. Request from the Elephant Rock Beach Club to permit on street parking on Atlantic Avenue, Saturday, July 30, 2022 for their Annual Family Day Event.
MOTION: by Mr. Valcourt to permit on street parking for the Family Day Event, with Police Recommendations, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- e. Request from Carol Freitas, Veterans Service Officer to accept the following donations, Normand Blanchette \$100 for discretionary use and an anonymous donation in honor of Jodi Hockert-Lotz for \$300 toward the Veterans Food Pantry.
MOTION: by Mr. Valcourt to accept the above mentioned donations, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- f. Request from Susan Brayton, Treasurer/Collector to amend payroll policy.
Ms. Brayton stated that this amended policy will allow for paperless paystubs once all information is in order, the official policy will be updated. Mr. Hartnett recommends approval.
MOTION: by Mr. Valcourt to amend the Payroll Policy, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- g. Request from the Community Preservation Committee (CPC) to approve the following Grant Agreements:
- Westport Affordable Housing Trust \$247,000
 - Westport Youth Athletic Association \$304,000
 - Westport Historical Society \$350,00
- Mr. Hartnett noted the articles were approved at Town Meeting.
MOTION: by Mr. Valcourt to approve the Grant Agreements, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- h. Request to create an Infrastructure Oversight Committee
Mr. Hartnett noted the need for other involvement, not just the Planning Board and is suggesting 2 Planning Board Members, Finance Committee Member, Select Board, Business to Business Member, Economic Development Member and Neighborhood Member.
MOTION: by Mr. Valcourt to form the Committee, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- i. Request from the Buzzards Bay Coalition and the Conservation Commission to approve the Grant Agreement with the State of Massachusetts for the Angeline Brook Headwater's Project – Conservation Restriction.
Mr. Decker; Buzzards Bay Coalition on behalf of the Conservation Commission is looking for approval for Mr. Hartnett to sign the agreement, the June 2021 Town Meeting authorized the Town to pursue this project.
Mr. Hartnett stated the Conservation Commission recommends approval.
MOTION: by Mr. Valcourt to approve the Grant Agreement, seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- j. Request from the Planning Board to submit a Mass Works Grant Application for public sewer along Route 6.

Mr. Hartnett noted this application for construction funds grant will offset the cost maybe even cover the cost, and recommends submitting the application. This request comes from Bob Daylor and Amy Messier from the Planning Board

MOTION: by Mr. Ouellette to submit the application, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- k. Request from the Long Term Building Committee to approve the following contracts for the Former Westport High School:
 - Appraisal, LandVest \$20,000
 - Municipal Re-Use Analysis, Utile \$15,225

Mr. Hartnett noted this allows for the next few steps to determine what to do with the High School Property, whether to reuse or sell, the appraisal is required by State Statute. Mr. Ouellette mentioned if there was a breakdown to isolate offices. Mr. Valcourt mentioned that there was a lot of interest, Affordable Housing and COA have expressed interest, and it would be nice if this was decided before next Town Meeting. Mr. Brewer questioned that we already had this done, Mr. Hartnett mentioned that a preliminary report had been done, this would be more involved.

MOTION: by Mr. Ouellette to approve the contracts, seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- l. Request from the School Committee to approve Memorandum of Agreement for the Former High School.

Mr. Hartnett stated that a couple of changes need to be considered before approving this Agreement and suggested holding off one more meeting to be sure everyone is on the same page, it was decided to table until the June 6, 2022 meeting.

- m. Request from Council on Aging to use \$40,000 of American Rescue Plan Act (ARPA) Funds for Supportive Daycare.

Mr. Hartnett noted this would cover Scholarships and \$15,000 to cover employees, he recommends approval.

MOTION: by Mr. Valcourt to use the ARPA Funds for Supportive Daycare, seconded by Mr. Ouellette. The Board voted 5-0 in favor.

6. Town Administrator Report **Community Compact IT Grant**

Last month the Internet Advisory Committee and the Board of Selectmen approved the filing of Community Compact Information Technology Grant. The Town was only notified of the grant about a week before the filing deadline and thanks to Keith Novo and David Cole the Town was able to file a very competitive grant application in less than one week.

Lieutenant Governor Karyn Polito notified the Town on Monday that the grant in the amount of \$241,450 was approved for the Town of Westport. There is a small match that will be covered with ARPA funding. Work will include security cameras in the Town Hall and Town Hall Annex along with funding for two fiber optic loops in Westport.

Southeastern Metropolitan Planning Organization (SMMPO)

SRPEDD is accepting nominations from the 13 member communities for two at-large members to serve on the SMMPO committee. The committee is responsible for the development and

review of transportation policies, priorities, and projects for the 27 communities in the SRPEDD region.

Route 177 Roundabout

Pare Engineering just completed their assessment of the various options for the intersection on Route 177 & Robert Street. They reviewed four different options as required by MassDOT:

- Maintaining the existing two-way stop control (TWSC) with new flashing signal.
- Four way stop control (AWSC)
- Full Traffic Signal
- Roundabout

Pare considered a number of metrics including safety, capacity analysis and cost. While there is a considerable cost increase for the roundabout, Pare Engineering is still recommending the roundabout mainly to address safety concerns. The report is included in the file.

7. Approve Minutes

a. May 9, 2022

MOTION: by Ms. Boxler to approve the May 9, 2022 Minutes, seconded by Mr. Ouellette. The Board voted 5-0 in favor.

8. Report on Bill Warrant

Ms. Boxler noted it was in order and signed.

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

Ms. Boxler - RFQ in place for Affordable Housing

Mr. Brewer – still looking into where to store the recycled bicycles, discussions continue on Route 6 Bike Path.

Mr. Brewer – wondering how the appointments are coming along. Interesting in engaging in conversation with the State about Town Beach Overflow Parking. Ms. Shufelt suggested reaching out to the Beach Committee and the State.

Ms. Shufelt

- attended the Re-Opening of the State Campground, they've installed fencing to control beach access, they no longer allow generators, they have electricity throughout the campground now.
- complaints of a sign located on Hixbridge Road that residents find offensive, it is not within the Board of Selectmen's rights to have the sign taken down.
- Climate Resiliency Committee has many subcommittee working groups, if anyone is interesting in being part of the committee, please contact the Board of Selectmen.
- Internet Advisory Board has been working with Entry Point on a geographical evaluation, overall cost of infrastructure

The original Board of Selectmen Meeting Schedule has the Board meeting on June 6th and June 27th, Ms. Shufelt mentioned that neither her nor Mr. Hartnett will be available for that meeting and suggested possible moving the meeting back to June 21st. The Board was in agreement.

10. Comments and Statements

11. Boards/Committees/Commissions Vacancy List

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

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

- a. Discuss strategy with respect to collective bargaining - Westport Police Association.

MOTION by Mr. Valcourt at 7:14p.m. to enter into Executive Session for the reasons declared by the Chair, seconded by Mr. Ouellette. The Board voted 5-0 in favor by roll call vote, Boxler aye, Brewer aye, Ouellette aye, Valcourt aye and Shufelt aye.

Adjournment

The Board returned to open session and the Chair called for adjournment.

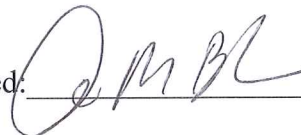
MOTION by Mr. Valcourt to adjourn the meeting at 7:36p.m., seconded by Mr. Ouellette. The Board voted 5-0 in favor.

Respectfully submitted,



Paula M. Brown
Administrative Assistant

Approved: _____



Ann Boxler, Clerk
Select Board Member

- 1. Mello Trailer Permit
- 2a CV - Lexies Road Dogs
- 2b Weatherlow Farm
- 3b Schmitt Resignation
- 3c WPD Mahoney App
- 3c WPD Mahoney
- 4a Carol Freitas Memorial Day
- 5a Palmer - 4th of July Parade
- 5b Contract Amendment 2 Phase 1A Scope Revision 5-5-22
- 5b Contract Amendment 3 (Phase 1C Final Design) 5-5-22
- 5c Library
- 5d Elephant Rock Beach Club
- 5e Veteran's Donations
- 5g CPC - Affordable Housing
- 5g CPC - Historical Society
- 5g CPC- WYAA
- 5i Buzzards Bay
- 5j MassWorks Grant Narrative
- 5k Landvest Appraisal Proposal
- 5k Utile Reuse Analysis
- 5l Combined MOA Rev.4 4-20-22
- 5l Combined MOA with Comments
- 7a 05092022 Meeting Minutes

Angeline Brook

TA 1 IT Grant Westport

TA 3 Route 177 Roundabout

TA Cares Act Review