



## BOARD OF SELECTMEN REGULAR MEETING MINUTES

Monday, August 29, 2022

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

Member Absent: Shana Shufelt

Also Present: James Hartnett, Town Administrator

6:02p.m Call To order & Pledge of Allegiance

### Acknowledgments & Recognitions

#### 1. Public Hearings

#### 2. Licenses/Permits

- a. Request from the Holy Ghost Club, 179 Sodom Road for a One Day Liquor License for a Fundraiser on Sunday, August 28, 2022 from 12pm – 6pm.

Mr. Hartnett stated there was a death in the family and the application was not filed on time. Police did issue a report and the event was held without incident.

**MOTION** by Mr. Valcourt to approve the license, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

#### 3. Appointments and Resignations

- a. Request from Beverly Bisch, Council on Aging Director, to appoint Skylar Cowley to Part Time Nutrition Site Manager.

Ms. Bisch highly recommends Skylar, he is well known to the COA, he is Representative Schmid's Legislative Assistant, and has lots of experience.

Skylar addressed the board and thanked Beverly for this opportunity, he has made the State aware of this position, to avoid any conflict of interest, Human Resources has signed off, he noted his several years' experience in various capacities in the food industry.

Mr. Hartnett stated this is no cost to Town, 8+/- hours/week, position existed before Covid.

**MOTION** by Mr. Valcourt to appoint Skylar Cowley to Part Time Nutrition Site Manager, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- b. Request to appoint Robert McCarthy to the Infrastructure Oversight Committee as the Finance Committee representative.

**MOTION** by Mr. Valcourt to appoint Robert McCarthy to the Infrastructure Oversight Committee, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- c. Request from The Planning Board to appoint Mark Schmid to the Capital Improvement Planning Committee.  
WITHDRAWN, Mr. Hartnett noted the Planning Board does not have a specific appointment to this committee but Mr. Schmid could fill the vacant business representative position, Mr. Schmid is not interested at this time.
- d. Request to accept the resignation of Renee Dufour and Becky Leverett from the Recreation Commission effective August 31, 2022.  
MOTION by Mr. Valcourt to approve the resignations with letters of thanks, seconded by Mr. Ouellette. The Board voted 4-0 in favor.
- e. Request to accept the resignation of Jonathan Abrantes from the Highway Department, as of August 19, 2022.  
MOTION by Mr. Valcourt to approve the resignation with letter of thanks, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

#### 4. Discussion

- a. Request from Tanya Ryden, Board of Health to discuss Public Health Excellence Grant, proposed stipend for Public Health Director, Municipal Commitment Letter and anticipated grant-funded positions.  
Ms. Ryden addressed The Board, stating that this is a great opportunity with no funding obligation, 100% Grant Funded, Westport would serve as the lead community of 5 communities participating, 300 towns are participating with the goal to get all towns on board. The grant is \$300,000 a year for 3 years. Westport will receive a \$45,000 Administration Fee for being the lead community to cover any additional financial burden, this cannot be used for existing projects. The Board of Health would like to designate Matt Armendo as lead manager, Shared Service Coordinator. The stipend to cover extra hours can come out of the administrative fee, also for Nancy to process bills which takes about 30 hours per year. Shared Services may include Full Time Agent, Part Time Nurse and Public Health Educator.  
Mr. Brewer questioned if the Governance Board consisted of members from the other communities, he also questioned if the administration funds could be used for telephone, copiers, or to fill in other departments that may encounter extra burden, Accounting, Treasurer, Town Administrator, etc.  
Mr. Ouellette asked if this could help out with Rte. 6, then was told that neither Fall River or Dartmouth were participating in the program.  
Mr. Alden questioned what drove this program, seems pretty specific with 5 local communities, Ms. Ryden directed him to the State Website – Public Health Excellence Program, and answered that they are very happy to be a part of this program. Mr. Alden then asked who benefits, the town or the state, sounds too good to be true. Ms. Ryden stated the state is trying to get more communities involved.  
Mr. Brewer stated that the downside to this is it could take more time than anticipated, Ms. Ryden answered the town can always withdraw from the program.  
Mr. Valcourt noted that Massachusetts is a leader in Public Health and Environmental investments in public infrastructure.  
Mr. Hartnett recommends moving forward with the grant but the stipend may need additional review. This would require an amendment to his contract so that it is part of his duties.



**MOTION** by Mr. Ouellette to accept the Public Health Excellence Grant, and to provide Matt Armendo as the lead manager, seconded by Mr. Valcourt. The Board voted 4-0 in favor.

## 5. **Action Items**

- a. Request from the Westport Affordable Housing Trust to approve the Regulatory Agreement and Declaration of Restrictive Covenants for 629 & 631 Sodom Road.

Mr. Hartnett noted this document was previously signed by one Board Member, and needed the majority of the Board to sign, the agreement is needed to place the two units on the state affordable housing list.

**MOTION** by Mr. Valcourt to approve and sign the Agreement, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- b. Walk/Run for Westport 2022, sponsored by The Westport Education Foundation, Parent Teacher Organization and Council on Aging is requesting to hang a banner to promote the event, they are also requesting the installation fee be waived.

After a brief discussion about coordinating with the Clean Our Westport banner request a motion was made

**MOTION** by Mr. Valcourt to approve the banner, and have Paula coordinate between the two organizations, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- c. Request from the Planning Board to review waiving the Common Driveway and Flexible Frontage Special Permits for 309 Gifford Rd.

After a brief discussion and concern about notifying abutters, a motion was made.

**MOTION** by Mr. Valcourt to submit a comment on the plan, abutters should be notified, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- d. Request to Renew and Transfer the Aquaculture Lease Site, West Branch #3 to Rachel B. Jusseaume.

Christopher Jusseaume spoke to this request, as well as 5e and 5f, stating that all was well with the operation and this request is due to the passing of his Father Michel Jusseaume. Letter on file from Chris Leonard, Director of Marine Services recommends approval of both the transfer and the license.

**MOTION** by Mr. Valcourt to approve the transfer and the license renewal, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- e. Request from Christopher M. Jusseaume to renew Aquaculture License for West Branch #4.

Letter on file from Chris Leonard, Director of Marine Services recommends approval of the license.

**MOTION** by Mr. Valcourt to approve the license renewal, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- f. Request from Erik T. Reis to renew Aquaculture License for West Branch #5.

Letter on file from Chris Leonard, Director of Marine Services recommends approval of the license.

**MOTION** by Mr. Valcourt to approve the license renewal, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- g. Request from Kerian Fennelly to renew Aquaculture License for Gooseberry Site #1.

Mr. Fennelly spoke to this request, and 5h as well, all is well with the operation.

Letter on file from Chris Leonard, Director of Marine Services recommends approval of the license.

**MOTION** by Mr. Valcourt to approve the license renewal, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- h. Request from Kristin M. Fennelly to renew Aquaculture License for Gooseberry Site #2. Letter on file from Chris Leonard, Director of Marine Services recommends approval of the license.

**MOTION** by Mr. Valcourt to approve the license renewal, seconded by Mr. Ouellette. The Board voted 4-0 in favor.

- i. Request from Martin Costa, Clean Our Westport (COW) to hold Fall Litter Clean Up Day on Saturday, September 24, 2022 from 9am – 1pm.

Mr. Ouellette brought up the banner request also, see 5b.

**MOTION** by Mr. Valcourt to approve the event and the banner request, seconded by Mr. Ouellette. The Board voted 4-0 in favor

- j. Request to modify the Administrative Assistant/Confidential Clerk Salary.

Mr. Hartnett stated this is a minor adjustment to correct an error in the language in the original appointment letter.

**MOTION** by Mr. Valcourt to approve the adjustment, seconded by Mr. Ouellette. The Board voted 4-0 in favor

- k. Approve Grant of Easement at 493 Old County Road, Westport Town Landing. Mr. Hartnett noted that this agreement goes back a number of years granting the residents access.

**MOTION** by Mr. Valcourt to authorize and sign the Easement, seconded by Mr. Ouellette. The Board voted 4-0 in favor

- l. Request from Friends of Westport Library to place a sign at the intersection at Main Road and Adamsville Road, promoting their September 19, 2022 Book Sale.

WITHDRAWN, the group no longer wants to put a sign at that location.

## **6. Town Administrator Report**

### **Transfer Station and Cemetery**

The Department of Labor Standards inspected the Transfer Station and Cemetery Department on Thursday, August 18, 2022. Reports were received on August 26, 2022, a couple of minor issues were reported, however more importantly restroom facilities are needed at both locations.

Mr. Brewer posed his concern about the time frame.

### **DEP Septic Meeting**

The Department of Environmental Protection held an information session with representatives from the Town to discuss the new Regulatory Requirements for Estuaries Impaired by Nitrogen. If Westport is designated as a Nitrogen Sensitive Resource Area (NSA) the Town will be required to upgrade all septic systems within five years to denitrification systems or file for a 20 year Watershed Permit. There are a number of outstanding issues with the proposed requirements and the Town is assembling a list of questions to be sent to MassDEP.

Mr. Brewer was in attendance also, he addressed Ms. Ryden, she stated the town has been progressive, and will have two options, upgrade all septic systems or apply for 20 year watershed permit.



Mr. Valcourt noted the Town has been proactive, and is in a much better position than other towns, we may not have to upgrade from being proactive in other areas, which is very important going forward.

#### Old High School

Landvest has completed the appraisal of the High School property on Main Road. As a result of their analysis, it is their opinion that the market value of the property is Eleven Million Dollars. Utile Architects worked with Building Fire & Access, Inc. and PM & C to prepare a code analysis, and municipal reuse study with associated costs. The estimate to convert the Old High School into municipal uses would be approximately \$29 Million Dollars. As part of this review Utile also took a high level look at renovating the existing Town Hall and based on recent projects the estimated cost would be \$18 Million Dollars. The Reports can be found on the Towns' Long Term Building Committee's Webpage.

Mr. Hartnett stated there is a significant cost to improve for other educational purposes, size exceeds what all town offices would need, Utile suggested tearing down part of the building. Mr. Valcourt stated the town really needs to look at how much it would cost to move offices to old high school and improve Town Hall, \$18,000,000 to improve Town Hall doesn't include other town buildings. \$29,000,000 would include all departments moving into one building, best option, everything in one building, still retaining some use as school property, in the long run a modern facility, would be a much better option.

#### **7. Approve Minutes**

##### **a. August 15, 2022**

**MOTION** by Ms. Boxler to approve the August 15, 2022 Minutes, Seconded by Mr. Ouellette. The Board voted 4-0 in favor.

#### **8. Report on Bill Warrant**

Mr. Brewer noted it was in order and signed.

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

Mr. Ouellette – Infrastructure Committee had their first meeting regarding Route 6 need to get Sen. Rodrigues and Rep Schmid on board, funding issues, need a project manager, next meeting may have to be rescheduled.

Mr. Brewer would have added Septic Issues and Labor Department Transfer Station and Cemetery Issues, however they were brought up earlier.

Mr. Valcourt – his meetings already discussed

Ms. Boxler – walls have gone up on Habitat for Humanity house on Sodom Road, volunteer opportunities available, visit the Habitat for Humanity Website.

#### **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.
- b. Discuss strategy with respect to Highway Surveyor Contract.

8a

- c. To consider the request from Police Chief Keith Pelletier for injury on duty benefits for police officer.
- d. Approve Minutes:
  - July 18, 2022
  - July 25, 2022

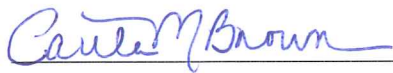
**MOTION** by Mr. Ouellette at 7:17p.m. to enter into Executive Session for the reasons declared by the Chair, seconded by Mr. Valcourt. The Board voted 4-0 in favor by roll call vote, Boxler aye, Brewer aye, Ouellette aye, and Valcourt aye.

### Adjournment

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

**MOTION** by Mr. Valcourt to adjourn the meeting at 7:46p.m., seconded by Mr. Ouellette. The Board voted 4-0 in favor.

Respectfully submitted,



Paula M. Brown  
Administrative Assistant

Approved: \_\_\_\_\_



Ann Boxler, Clerk  
Select Board Member

### FILES:

- 2a WPD Holy Ghost Club
- 3a COA Meal Site Manager
- 3b Infrastructure – McCarthy
- 3c CIPC – Schmid
- 3d Recreation - Dufour Resignation
- 3d Recreation - Leverett Resignation
- 3e Abrantes Resignation – Hwy
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- 4a PHE for Shared Services - Statement of CommitmentWspt (1)
- 4a PHE info for BOS 8.29.22
- 5a Affordable Housing – Alternate
- 5b Walk for Westport Banner Request

5c Planning Board Plan Review 309 Gifford Road  
5d Aquaculture Transfer - Rachel Jusseaume  
5def Marine Services Recommendation - Jusseaume and Reis  
5e Aquaculture Renewal – Jusseaume  
5f Aquaculture Renewal – Reis  
5g Kerian Fennelly Gooseberry Site #1  
5gh Marine Services Recommendation – Fennelly  
5h Kristin M. Fennelly Gooseberry Site # 2  
5i Costa – COW  
5j Administrative Assistant salary modification  
5k Easement KP-#556091-v3-WPOR\_Head\_of\_Westport\_landing\_-  
\_access\_easement\_agreement  
5k Easement Session Law - Acts of 2022 Chapter 58  
5k Easement WSP 14-5702-easement-Layout1  
5l Friends of Westport Library  
7a BOS Regular Meeting Minutes 8-15-22  
TA 1 23S-7424 Westport Transfer Station WW (1)  
TA 2 23S-7424 Westport Transfer Station WW (2)  
TA 3 2022-07-18 Utile Reuse Study Final  
TA 3 Appraisal Final Landvest High School 7-29-22