



BOARD OF SELECTMEN REGULAR MEETING MINUTES

Monday, June 12, 2023

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

Also Present: James Hartnett, Town Administrator

6:03 p.m. Call to Order & Pledge of Allegiance

The meeting was called to order at 6:03 p.m. with the above members present. The meeting commenced with the Pledge of Allegiance.

Welcome Comments from the Chair

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

Acknowledgments & Recognitions

Tim St. Michel, was presented with a citation for serving on the Beach Committee for 19 years.

1. Public Hearing - none

2. Licenses/Permits

- a. Request from Coastal Wine Trail of Southeastern New England for a One Day Farmer-Winery Beverage License for their Annual Wine, Cheese and Chocolate Festival being held at the Westport Fairgrounds on Saturday, June 17, 2023 from 11:00am – 8:30pm Ms. Shufelt questioned why they waited until the last minute to get this application in. Ms. Brown explained she informed the applicant to get the process started much earlier next year.

MOTION by Mr. Ouellette to approve the One Day Farmer-Winery Beverage License, seconded by Ms. Shufelt. The Board voted 5-0 in favor.

3. Appointments and Resignations

- a. Request from John Perry to be appointed to the Long Term Building Committee
MOTION by Mr. Ouellette to appoint John Perry to the Long Term Building Committee, seconded by Ms. Shufelt. The Board voted 5-0 in favor.
- b. Review and Appoint FY24 Committee and Position Appointments (see attached list)
MOTION by Ms. Shufelt to make the appointments as listed, with the exception of the “holds” seconded by Mr. Ouellette. The Board voted 5-0 in favor. (see attached list)

MOTION by Ms. Shufelt to approve the “holds” as listed, seconded by Mr. Ouellette. The Board voted 5-0 in favor.

4. Action Items

a. Request from the Town Accountant to approve year end transfers

- \$2,000 from Employee Benefits to Board of Appeals
- \$115,000 from Long Term Debt Principal to Interest
- \$25,000 from Fire Department Personnel Services to General Expenses
- \$40,000 from Highway Department Personnel Services to General Expenses

MOTION by Mr. Ouellette to approve the year end transfers, seconded by Ms. Shufelt. The Board voted 5-0 in favor.

b. Request from The Elephant Rock Beach Club to add an additional crosswalk on Atlantic Ave, to coincide with their recently added ADA Compliant Handicap Ramp.

Mr. Crowley addressed the board in regards to the crosswalk, stating he came before the Board last year to get a crosswalk approved, since then we have closed the entrance that that crosswalk went to due to volume of cars entering and exiting and have shifted the traffic to the west end of the parking lot. Mr. Crowley will continue to work with Police Department, once approved.

MOTION by Mr. Ouellette to approve the additional crosswalk, with Police Department Recommendation, seconded by Ms. Shufelt. The Board voted 5-0 in favor.

c. Lifeguard Staffing Update from the Beach Committee

Mr. Hartnett addressed the board stating that there has been a tremendous amount of work being done to get lifeguards for the beach. Dana Stewart and Perry Long have been working the phones, recruiting guards, scheduling lifeguarding courses and verifying certifications. A meeting was held with Chris Boyle from the State Beach who has offered to do some surf training at the beach and review procedures. Would be looking to get guards started with training, possible next week, this may require a special meeting of the BOS to approve appointments.

5. Discussion

6. Town Administrator Report

Town Hall Computers

Keith Novo has been working with ICS to install new computers in Town departments. Town Hall should be completed by June 9th and the Annex the following week. The last major upgrade was almost ten years ago so this was well overdue.

Special Election

The Town Website has been updated with information on the Special Election, scheduled for July 25, 2023. Links to the FY24 budget, voter information, and financial reports have been updated. Residents can also contact the Select Board office if they have any questions or need additional information.

Staffing

Like most communities and businesses, the Town is experiencing staffing shortages, not only from limited funding but also from the lack of qualified candidates.

We are fortunate to have employees that have been willing to accept additional responsibilities and assist other departments when needed.

- There was a need to temporarily fill the cemetery foreman position and Steve Souza agreed to take on that role on an interim basis. The highway department will assist with machine work when needed.
- The transfer station is down one employee, the position has been posted and the BOH is waiting on applications. The highway department has been working with the BOH to cover weekend shifts when needed.
- Dana Stewart from the recreation department has been asked to work with the Beach Committee to help recruit lifeguards for Cherry & Webb Beach. Due to her efforts and the volunteers on the Beach Committee, progress has been made.

7. Approve Minutes

a. May 30, 2023

MOTION by Mr. Soares to approve the May 30, 2023 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, and she just signed the lump sum warrant for the School Departments this evening.

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

Mr. Soares – nothing to report

Mr. Ouellette – would like to get Forestry Management and Deer Management in place, concerned about the increase number of deer.

Offered a shout out to Public Safety with all the accidents and calls lately, also thank to the Highway Department for the Flags along Main Road.

Mr. Brewer – no meetings to report, Tony Roselli will provide and Audit Update on June 26th. He would also like to get an update on the 4h of July Parade.

Ms. Shufelt – Internet Advisory Committee is looking into possibly regional partnership, Entry Point was recently in Dartmouth and some members attended the meeting. Climate Resiliency will be in attendance at River Day. Still tying up some loose ends with the school, irrigation and the roof have been forefront.

Ms. Boxler – nothing to report

Mr. Brewer added that the Highway Department has done a great job with paving down the Point.

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 employment agreement for the Director of Council on Aging**

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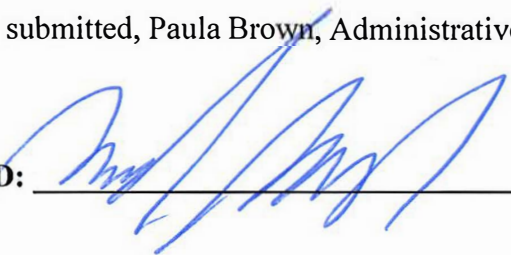
- b. Discuss strategy with the respect to Collective Bargaining – General Teamsters Local No. 251
- c. Approve April 18, 2023 & May 30, 2023 Minutes

MOTION by Mr. Ouellette to enter into Executive Session at 6:54 p.m. to discuss the topics listed, with a return to public session to adjourn the meeting, seconded by Ms. Shufelt. The motion passed on a 5-0 roll call vote: Mr. Soares aye; Mr. Ouellette aye; Mr. Brewer aye; Ms. Shufelt aye; Ms. Boxler aye.

MOTION by Mr. Ouellette to adjourn the open meeting at 7:56 p.m. Seconded by Ms. Shufelt. The Board voted 5-0 in favor.

Respectfully submitted, Paula Brown, Administrative Assistant/Confidential Clerk

APPROVED:



Manuel Soares, Clerk, Select Board Member

2a Coastal Wine Trail
3a Perry -LTBC
3b Appointment List
4a Year End Transfers
4b E7a BOS Regular Meeting Minutes 5-30-23
Elephant Rock

Committee Name	Expiration Date	Last Name	First Name	HOLDS
ADA Transition Plan Committee	6/30/2023	Bosler	Ann	
ADA Transition Plan Committee	6/30/2023	Brewer	Richard W.	
Affirmative Action Officer		Hartnett	James	
Affordable Housing Trust Fund	6/30/2024	Bosler	Ann	
Agricultural Commission	6/30/2023	Anderson	Norman	
Agricultural Commission	6/30/2023	Blas	Raymond	
Agricultural Commission	6/30/2023	White	Jacqueline	
Agricultural/Open Space Preservation Trust Fund Council	6/30/2023	Valcourt	Brian T.	Dick Brewer
Americans with Disabilities Act (ADA) Coordinator		Hartnett	James	
Audit Committee	6/30/2024	Brewer	Richard W.	
Audit Committee	6/30/2023	Paquin	Jean Francois	
Bike/Walking Path Committee	6/30/2023	Low	Bette Ann	
Bike/Walking Path Committee	6/30/2023	Ouellette	Steven J.	
Bike/Walking Path Committee	6/30/2023	Roderiques	Gail	
Board of Appeals	6/30/2023	Kozakiewicz	Cynthia	
Board of Appeals	6/30/2023	Stefes	George	
Bristol County Advisory Board		Brewer	Richard	
Buzzards Bay Action Committee	6/30/2023	Valcourt	Brian T.	Check with Michael Burris
Cable Advisory Board	6/30/2023	Ouellette	Steven	
Capital Improvement Planning Committee	6/30/2023	Brewer	Richard	
Capital Improvement Planning Committee	6/30/2023	Valcourt	Brian T.	
Chief Procurement Officer		Hartnett	James	
Climate Resiliency Committee	6/30/2023	Bullard	John	
Climate Resiliency Committee	6/30/2023	Daylor	Robert	
Climate Resiliency Committee	6/30/2023	Shufelt	Shana	
Climate Resiliency Committee	6/30/2023	Valcourt	Brian T.	X
Climate Resiliency Committee	6/30/2023	Weinberg	Philip	
Climate Resiliency Committee	6/30/2023	Whitin	James	
Commission on Disability	6/30/2023	Sherman	Susan	
Community Preservation Committee	6/30/2023	Bell	John J.	
Community Preservation Committee	6/30/2023	Slade	Betty	
Community Preservation Committee	6/30/2023	Weber	Dale	
Community Service Officer	6/30/2023	Arnuda	David	
Community Service Officer	6/30/2023	Belliveau	Valerie	
Community Service Officer	6/30/2023	Borden	Michael	
Community Service Officer	6/30/2023	Kelley	Michael	
Community Service Officer	6/30/2023	Kovar	Stephen D.	
Community Service Officer	6/30/2023	Maguire	Samantha	
Community Service Officer	6/30/2023	Martin	Jacob	
Community Service Officer	6/30/2023	Norvosa	Maggie	
Community Service Officer	6/30/2023	Rodrigues	Richard	
Community Service Officer	6/30/2023	Rodrigues	Raquel	
Community Service Officer	6/30/2023	Roussel	Michael R.	
Conservation Commission & Soil Conservation Board	6/30/2023	Carter	Kevin	
Conservation Commission & Soil Conservation Board	6/30/2023	Jones	Paul	
Council on Aging	6/30/2023	Buck	Irene	
Council on Aging	6/30/2023	Cestodio	Antonio	
Council on Aging	6/30/2023	Fontaine	Marie	
Council on Aging	6/30/2023	Gifford	William	
Council on Aging	6/30/2023	Kokoszka	Eileen	
Council on Aging	6/30/2023	Moncrief	Merri	
Cultural Council	6/30/2023	Cyr	Carol	
Cultural Council	6/30/2023	Vidal	Nancy	
Custodian of the Tax Title Properties	6/30/2023	Whitin	Susan	
ES11 Coordinator		Brayton	Duon	
Economic Development Task Force	6/30/2023	Ouellette	Steven	
Energy Committee	6/30/2023	Valcourt	Brian T.	Manny Soares
Harbormaster	6/30/2023	Jarvis	Raymond	
Harbormaster	6/30/2023	Morse	Ransom	
Harbormaster	6/30/2023	Mosher	Joshua	
Harbormaster	6/30/2023	Murphy	Douglas	
Harbormaster	6/30/2023	Pauli	Jonathan	
Harbormaster	6/30/2023	Perry	James	
Harbormaster	6/30/2023	Shaw, Jr	William	
Harbormaster	6/30/2023	Tripp	Gary	
Health Insurance Portability & Accountability Act Coordinator		Hartnett	James	
Infrastructure Oversight Committee	6/30/2023	Ouellette	Steven	
Internet Advisory Board	6/30/2023	Cole	David	
Internet Advisory Board	6/30/2023	Shufelt	Shana	
Long-term Planning Town Building Evaluation Committee	6/30/2024	Valcourt	Brian T.	Ann Bosler
MTA's Growth Management Task Force		Ouellette	Steven	
Municipal Census Supervisor/Assistant Registrar		Fontaine	Carrie	
Municipal Coordinator of the "Right to Know" Law		Legendre	Brian	
Municipal Liaison to State Ethics Commission		Hartnett	James	
National Organization on Disability Representative		Hartnett	James	
Plumbing & Gas Inspector	6/30/2023	Camara	Jason	
Plumbing & Gas Inspector	6/30/2023	Ferreira	Joseph	
Principal Records Access Officer		Oliver	Bernadette	Kristin Stinson
Public Safety Staffing Committee	6/30/2023	Brewer	Richard W.	
Public Weigher	6/30/2023	Abate	Eric	
Public Weigher	6/30/2023	Abate	Amy	
Public Weigher	6/30/2023	Hickerson	Emily	
Public Weigher	6/30/2023	SA's	Brett	
Road Commissioner	6/30/2023	Ouellette	Steven	
Recreation Commission	6/30/2026	Dunbar	Andrea	
Recreation Commission	6/30/2023	Gillespie	Timothy	
Recreation Commission	6/30/2023	Wilson	Cindy	
Reserve Police Officer	6/30/2023	Cestodio	Antonio	
Reserve Police Officer	6/30/2023	Lois	David	
Reserve Police Officer	6/30/2023	Maguire	Samantha	
Reserve Police Officer	6/30/2023	Martin	Michael	
Reserve Police Officer	6/30/2023	Napert	Francois	
Reserve Police Officer	6/30/2023	Flourde	Thomas	
Reserve Police Officer	6/30/2023	Pozario	Julius	
Reserve Police Officer	6/30/2023	Simsco	David	
Reserve Police Officer	6/30/2023	Sniddy	Amy Lynn	
Reserve Police Officer	6/30/2023	Souza	Brian	
Safety Regulation Board	6/30/2023	Ouellette	Steven	
School Building Committee		Shufelt	Shana	
Secondary Records Access Officer		Capone	Christopher	
Secondary Records Access Officer		Hartnett	James	
Secondary Records Access Officer		Legendre	Brian	
Secondary Records Access Officer		Messier	Amy	
Secondary Records Access Officer		Pearson	Nicole	
Secondary Records Access Officer		Pelletier	Kath	
Shellfish Advisory Committee	6/30/2023	Borden	John W.	
Shellfish Advisory Committee	6/30/2023	Manchester	Yanneth	
Shellfish Advisory Committee	6/30/2023	Milliken	Dora Abaster	
Shellfish Advisory Committee	6/30/2023	Savaria	Ronald	
Shellfish Advisory Committee	6/30/2023	Smith	Richard E	
Shellfish Constable	6/30/2023	Jarvis	Raymond	
Shellfish Constable	6/30/2023	Morse	Ransom	
Shellfish Constable	6/30/2023	Mosher	Joshua	
Shellfish Constable	6/30/2023	Murphy	Douglas	
Shellfish Constable	6/30/2023	Pauli	Jonathan	
Shellfish Constable	6/30/2023	Perry	James	
Shellfish Constable	6/30/2023	Shaw, Jr.	William	
Shellfish Constable	6/30/2023	Tripp	Gary	
Sick Leave Bank Committee		Pearson	Nicole	
Sick Leave Bank Committee		Shufelt	Shana	
SMHG Representative		Hartnett	James	
SMHG Representative (Alternate)		Brayton	Susan	
Southeastern Mass Health Group Representative		Hartnett	James K.	
Southeastern Regional Transit Authority Advisory Board Rep		Brewer	Richard	
SSEDO		Hartnett	James K.	
SSEDO		Ouellette	Steven	
Tax Incentive Program Committee	6/30/2023	Ouellette	Steven	
Tax Incentive Program Committee	6/30/2023	Soares	Manuel	
Waterways Oil Spill Coordinator		Legendre	Brian	
Wellness Coordinator/SE MA Health Group		Oliver	Bernadette	Kristin Stinson
Westport Rep to Diman		Jennings	Paul	
Westport River Watershed Council		Ouellette	Steven	
Wiring Inspector	6/30/2023	Burke	Paul M.	
Wiring Inspector	6/30/2023	Flamondon	William	
Wiring Inspector	6/30/2023	Winship	Dane	