



**BOARD OF SELECTMEN  
REGULAR MEETING MINUTES  
MONDAY – May 13, 2019**

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

Also Present: Timothy J. King, Town Administrator

Select Board Chair Shufelt called the Board of Selectmen meeting to order at 6:00 P.M. in the Westport Town Hall, 2<sup>nd</sup> floor meeting room, 816 Main Road, Westport, MA.

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

**Chair's Announcement** – The chair announced that under the provisions of MGL Chapter 30A, section 20(f), the meeting was being recorded by community cable television.

**1. Acknowledgments & Recognitions**

a. Ms. Shufelt read a letter from Westport Historical Society Executive Director Jenny O'Neill recommending public recognition of longtime WHS President Anthony Connors for his efforts to preserve the town's history. An official citation from the board on behalf of the citizens of Westport recognizing his contributions was presented to Mr. Connors; State Representative Paul Schmid offered his congratulations and those of State Senator Michael Rodrigues, and read an official citation from the House of Representatives recognizing his leadership role in the historical society. Mr. Connors expressed his appreciation for the honors to all present.

b. Ms. Shufelt noted the board's signing of an official citation recognizing the students and teachers of Diman Regional Technical Vocational High School for their recent contribution of a new sign for the Town Hall Lawn. No one from the school was present to accept the citation.

**6:05 p.m.**

**2. Permits/Licenses:**

a. Public Hearing – Seasonal Trailer Permit

Dr. Chandra Kale was present to discuss his application for a six month seasonal trailer permit for recreational purposes for property located at 46 East Beach Road, Assessor's Map 76A, Lot 71. Motion by Mr. Valcourt to approve the permit. Second by Mr. Ouellette. The Board voted 5-0 in favor.

b. Parking Permit: Dharma Voyage requested the board approve three parking permits for community rowing participants at the Hix Bridge Landing. Motion by Mr. Valcourt to approve the permits. Second by Mr. Brewer. The Board voted 5-0 in favor.

c. License: Kirankumar Patel appeared before the board to request a common victualler's license for SRI, Inc., doing business as Westport Wine & Spirits, 655 State Road, Unit 1. Motion by Mr. Ouellette to approve the license contingent on appropriate inspections and approvals from town departments. Second by Mr. Brewer. The Board voted 5-0 in favor.

d. License: Brandon Camara requested approval of a change of hours of operation for the liquor license for R & C Market to Monday through Saturday from 8 a.m. to 8 p.m., with the same Sunday hours of 10 a.m. to 5 p.m. No abutters were present, and no objections were made. Motion by Mr. Ouellette to approve the change. Second by Mr. Valcourt. The Board voted 5-0 in favor.

e. Permit: Mass Audubon requested a pair of parking passes for Beach Avenue for wildlife monitoring. Motion by Mr. Ouellette to approve the passes. Second by Mr. Valcourt. The Board voted 5-0 in favor.

### **3. Action Items**

- a. Award of contract for Bylaw Revision Consultant. The Town Planner recommended approval of a contract for \$39,965 with BSC GroupHere to assist with the review and revision of the town's zoning bylaws. It was noted that the expense was budgeted for FY 2019 by the Planning Board. Motion to approve the contract by Mr. Valcourt. Second by Mr. Ouellette. The Board voted 5-0 in favor.
- b. Bond Anticipation Note Signing. Town Treasurer Brad Brightman requested the board approve a bid from Piper Jaffrey Co. for a one-year \$9 million school building anticipation note at 2.5 percent interest. Motion by Ms. Boxler to approve the signing, as stated in the handout provided. Second by Mr. Valcourt. The Board voted 5-0 in favor. Mr. Brightman then provided an update on the cash book reconciliation effort, reporting the work is done through December of 2018, with a final check pending on the December numbers. The chair inquired about investment strategies, and the treasurer reported he has negotiated a higher interest rate (2.65 percent) for some funds held in money market accounts. Mr. King reported some additional controls for receipts of department deposits have also been implemented by the treasurer's office.
- c. Campground Purchase & Sale Agreement. Mr. King indicated that town counsel suggested that provisions for an environmental assessment should be added to the draft purchase and sale agreement for the campground. Motion by Mr. Valcourt to add those provisions. Second by Mr. Ouellette. The Board voted 5-0 in favor. Mr. Valcourt suggested that an advisory committee be formed to recommend future uses of the property; the chair indicated it would be on the agenda for the May 28 or June 10 meeting.
- d. Corey Family parking request. A letter from the Law Office of Brian Corey Jr. requesting special parking privileges on Beach Avenue was tabled.

### **4. Discussion Items**

The scheduled update from the Town Treasurer on the consultant's work was provided under agenda item 3 b.

5. **Appointments and/or Resignations:** Board of Health Chair Philip Weinberg and Public Health Director Matthew Armendo were present to request the hiring of a full time health agent to replace the two part-time agents currently employed, starting July 1, 2019. Mr. Weinberg noted that part-time agent Ray Belanger will be retiring on July 1, and merging the two part-time jobs will make it easier to find a qualified replacement who could handle both food service and restaurant inspections. Mr.



Armendo said the full time employee would also assist with animal inspections and permits, and tenant farming regulation enforcement as needed; the Animal Control Officer would continue to handle animal health and welfare issues. Mr. Ouellette expressed concerns that the shift to a full-time agent would add pension and benefits costs to the town. Motion by Mr. Valcourt to approve the full-time position, contingent on a review of the job description. Second by Mr. Ouellette. The Board voted 5-0 in favor.

**6. Town Administrator Report**

Mr. King presented his bi-weekly report dated May 10, 2019. The report included (#1) an update on the LED streetlight installation work, with a map provided showing locations to be upgraded. Mr. Ouellette requested a list of all locations be provided to the board. Item #2 noted the 10 a.m. start of scheduled Memorial Day observances at Town Hall, a march to Beech Grove Cemetery, and refreshments at the Annex after the parade. Mr. King reported the state DOR has certified the town's values for the revaluation effort; and the tax rate recapitulation for FY 2019 was submitted by Assessors, with new growth reported as \$489,088 and the FY 2019 tax rate being \$8.27 per \$1,000 in valuation. Item #5 indicated that the state owned land valuation for the Horseneck Beach Reservation will be \$68,082,100, up from \$65,511,100; the town should receive a modest increase in the PILOT payment as a result. Updates were also provided on Ameresco's solar installation at the landfill, the WRWA River Center project, and Moody's bond rating report on the school bond anticipation note. A report from the Veterans Services Office was also provided.

**7. Minutes**

No minutes were available, so this item was passed over.

**8. Bill Warrant and Payroll Report.**

Noted.

**9. Selectmen Liaison Committee Reports**

Mr. Brewer reported on his attendance at recent Finance Committee meetings; Mr. Ouellette updated the Board on Memorial Day observance plans; Mr. Valcourt indicated he was attending Planning Board meetings with the Craft Cannabis Bylaw Committee. Ms. Shufelt reported that the School Building Committee is working on a list of cost reductions and redesign suggestions, with no major changes in floor plans expected at this time.

**10. Boards/Committees Vacancy List.** The updated list was provided to the board.

**11. Board Members Suggestions for Future Agenda Discussion / Action.** None.

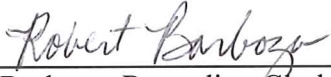
**12. Topics not reasonably anticipated forty-eight (48) hours in advance of the meeting**

Ms. Shufelt reported that mediation of contract talks with the Highway Department union has resulted in a settlement agreement providing 2.0 percent salary increases per year for the next two years, and some other minor changes. Motion by Ms. Shufelt to approve the contract agreement. Second by Mr. Valcourt. The Board voted 5-0 in favor.

**13. Questions & Answers:** Highway Dept. employee Quentin Lord asked to address the board about issues he is having with the Highway Surveyor. He was directed to discuss the matter with Mr. King the next day.

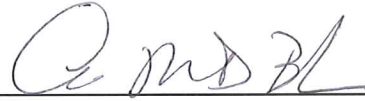
A motion to adjourn the meeting came from Mr. Ouellette at 7:30 p.m. Second by Mr. Valcourt. The Board voted 5-0 in favor.

Respectfully submitted,



R. Barboza, Recording Clerk

APPROVED:



Ann E. Boxler, Clerk, Select Board Member

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Attachments to Agenda:

- 1a Tony Connors Citation
- 1b Diman Contact info
- 2a Public Hearing - Kale – trailer permit
- 2b Dharma voyage passes request
- 2c SRI Inc - CV application
- 2d Hours for Village Market
- 3a BAN note 9mm
- 3b Parking Beach Ave Corey 512019
- 3c Camping Ground Purchase debt scenario