



**BOARD OF SELECTMEN
REGULAR MEETING MINUTES
MONDAY- JUNE 24, 2019**

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

Also Present: Timothy King, Town Administrator

Select Board Chair, Ms. Shufelt called the meeting to order at 6:00 P.M. in the Westport Town Hall, 2nd 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.

1. Acknowledgments & Recognitions.

- a. The Chair recognized Geraldine Millham for her extraordinary contributions to the Town and presented her a citation recognizing her 40 years of community service and volunteer service on various town boards.
- b. Ms. Shufelt also recognized the recent motorcycle fatality in Westport and cautioned drivers to be aware of people on motorcycles and to be careful on the roads.

6:05 p.m.

2. Licenses/Permits:

- a. Public Hearing. Pursuant to Section 22 of Chapter 166 of the General Laws (Ter.Ed), on the petition of Verizon New England, Inc. and NSTAR Electric Company D/B/A Eversource Energy, request permission to locate one jointly owned pole JO POLE 263/1 at 375 Old County Road to accommodate service to the Westport Schools and library. Plan No. MA2019-21 Dated: 5/7/2019. Richard Fournier described the utility pole that will replace existing pole. There will be no new overhead facilities or guy-wires as the service will be underground. The abutter from 375 Old County Road was present and asked why the existing pole needs to be replaced with a pole on the southerly side of the road and then run conduits under the road. Mr. Fournier stated that there is a conduit and it is his understanding that the existing pole on the south side will be removed and new service lines will run underground in existing conduits under Old County Road. According to the plan, the pole on the north side will be removed. However, it is not clear if there will be one or two poles on the south side of the road. Ms. Shufelt wants to minimize the number of poles and asked for clarification on the number of poles to be located there.

Motion by Mr. Ouellette to continue the hearing to July 8 at 6:05 p.m. Seconded by Ms. Boxler. The Board voted 5-0 in favor.

- b. Request from Verizon New England Inc., for endorsement of an easement to 380-400 Old County Road to access and service underground apparatus for the site of the new school.

Motion by Mr. Ouellette to approve the easement. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- c. **Public Hearing.** Pursuant to Section 22 of Chapter 166 of the General Laws (Ter.Ed), on the petition of NSTAR Electric Company DBA Eversource Energy request permission to locate underground cables, conduits and manholes, including necessary sustaining and protecting fixtures in, under, along and across Old County Road east of Green Street at pole 41F/63, two (2) 4-inch conduits to accommodate service to Westport schools. Plan No. 2304021, Dated 5/7/2019. Donna Rosa was present and explained that they would open the road to lay the conduit and should only take 2-3 days. The conduit will be coming from the existing pole.

Ms. Shufelt asked if the work would impact the neighbors. Ms. Rosa stated that it would not as the conduit would be going under the road and end on the school property.

Motion by Mr. Ouellette to approve the work. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- d. Weatherlow Farms, LLC. at 845 Sodom Road: Request for approval of one-day Liquor License for Wine & Malt beverages on August 22, 2019 5:30-9 p.m. Ryan Wagner was present to discuss the application. **Motion** by Ms. Boxler to approve the license. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

6:10 p.m.

3. Action Items

- a. Request from Andrew Steinke for parking at Lot 5, Beach Avenue. Mr. Steinke was before the Board to ask for two non-specific parking passes. He explained that he had a prior parking area along Beach Ave. on his property but it was since filled in. This would be similar to the passes granted to another property owner on the same street. He had a traction mat there at one time, but the town has filled it in so that he cannot access or maintain it, and he is now unable to park on his own property. Sean Leach, vice-chair of Beach Committee had a problem with issuing non-specific vehicle parking passes as the user could be using it for Cherry & Webb Beach or East Beach as well. It was noted that the passes are specific for Beach Ave. Constance Gee asked when the town might finish the work on Beach Ave. Ms. Shufelt asked that Mr. King touch base with the Highway Department to see what the maintenance plan includes and what is left to complete, and report back at the July 8 or July 22 meeting.

Motion by Mr. Brewer to approve two passes for parking on Beach Avenue. Second by Mr. Valcourt. The Board voted 4-1 in favor, with Mr. Ouellette opposed.

- b. St Vincent De Paul Expansion Project, Westport Land Conservation Trust proposed Conservation restriction on the expansion of the Herb Hadfield Conservation Area with Westport Woods Conservation Park on Cornell and Adamsville Roads.

Ross Moran was before the Board, and explained this restriction would connect the Herb Hadfield property with the Westport Woods property. They would like to place a Conservation Restriction on an 18-acre parcel, and donate the restriction to the ConCom to permanently protecting the land because there is an abutting property in the same status. This would enable the WLCT to secure state grant funding – there would be no cost to the town. This is a donation at no cost to the town. He is looking for an endorsement conditional on review and approval by town counsel.

Motion by Mr. Ouellette to endorse the future acceptance of the restriction. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- c. Save Buzzards Bay request to post a sign on the nutrient health of the Westport River at Hix Bridge Landing and Knubble Beach.
The science director for the Coalition for Buzzards Bay was present and stated they have been working for years with the WRWA on water quality issues. They are requesting to post signs at the two locations. Data is based on WRWA data collection
Motion by Mr. Ouellette to approve the sign locations. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- d. Request from the Recreation Director to accept an anonymous donation of \$100 for recreation program supplies.
Motion by Mr. Ouellette to accept the donation. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- e. Cystic Fibrosis Foundation request for approval of Bicycle ride on Saturday, September 14, 2019.
Motion by Mr. Valcourt to approve use of town roads. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- f. Coalition for Buzzards Bay request for approval of their 13th annual Watershed Bicycle Ride on Sunday, October 6, 2019. The science director for the coalition provided route and time information.
Motion by Mr. Ouellette to approve use of town roads. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.
- g. Review and approve lease for Town Hall Annex basement.
Mr. King explained the requirements for the bidding of a three-year lease. He recommended approval of a new lease, with a slight increase in rent.
Motion by Mr. Ouellette to approve the lease. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- h. Review and approve lease for Town Farm North apartment.
Mr. King recommended a new three-year lease.
Motion by Mr. Ouellette to approve the lease. Seconded by Mr. Brewer. The Board voted 5-0 unanimous
- i. Review and approve contract for motor fuels.
Mr. King recommends a one-year contract with Noonan Brothers for motor fuels.
Motion by Mr. Valcourt to approve the contract. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- j. Review bid for Natural Gas.
Mr. King indicated that the low bid is less than what the town is paying now with Direct Energy, with a three-year lock option.
Motion by Mr. Valcourt to approve the contract with the lock-in option. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- k. Review and approve Contract II 2018/2019 HMA Roadway Paving improvements by S.W. Cole.
Highway Department plans to do Ch. 90 work this year – the proposal is for road paving and one section of guardrail, scheduled for late August and September. No action by the board.

- l. Request from the Planning Board for comments on a Site Plan application of Watuppa Realty for property located at 25 Sanford Road, Assessor's Map 3, Lot 34C to convert an existing building into office space. No comment – no action by the board.
- m. Approval of Year End Transfers for various departments.

Mr. King provided details on the requested transfers: Board of Selectmen's budget - \$1,500 from Health Insurance to BOS General Expenses; Cemetery Dept. \$1000 to General Expenses from Personnel Services; Veterans Services \$4,000 to General Expenses from Personnel Services; Police Dept. \$20,000 to General Expenses from Personnel Services; Water Enterprise fund \$15 from General Expenses to Personnel Services.

Motion by Mr. Ouellette to approve the transfers. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- n. Form a Camping Ground Use Committee.

Ms. Shufelt felt it was important to have BOS and School Committee representation. Ms. Boxler stated that COA can fill a seat because they are running out of room for their classes. Mr. Valcourt suggested a representative from the Recreation Commission. The proposed committee would include delegates from the BOS, School Committee, COA, Recreation Commission, and three at-large appointees, for a total of seven members. Ms. Shufelt proposed a charter to look at the property, evaluate land and buildings, and assess potential future uses. Variable terms for appointments was discussed – by general agreement, the suggested terms were one year for committee representatives and staggered three-year, two-year, and one-year appointments for at-large members.

Motion by Mr. Valcourt to form the committee with terms as noted. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

Motion by Mr. Brewer to appoint Mr. Valcourt as the BOS representative. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

6:15 p.m.

4. Discussion Items

- a. Update from Ralph Souza, Building Commissioner.

Mr. Ouellette noted that the permits are up from last year. Ms. Shufelt reviewed the numbers reported. Mr. Valcourt asked for an update for how abandoned properties are being addressed by the town; Mr. King will investigate.
- b. Update on Treasurer's Office.

Ms. Shufelt read a letter from Town Treasurer Brad Brightman who offered to resign after the \$30,000 in compensation approved by Town Meeting is exhausted, clearing the way for the immediate hiring of an appointed Treasurer. She spoke with town counsel about the matter, and reported that the BOS has no authority to accept or deny a resignation from an elected official; resignation must be made to the Town Clerk. Town meeting fixed the salary, and the BOS does not have the authority to authorize payments without a special town meeting vote, which would require a 2/3 majority approval. She noted that BOS would have the authority to make a salary adjustment for a non-elected treasurer if the elected position became vacant. If the BOS were to entertain a resignation offer if the treasurer were to resign immediately; the treasurer could then be appointed as intermediate employee and a new method of compensation be negotiated.

Mr. Brewer stated that this is a desirable outcome if the Treasurer is willing to leave earlier. He would have to resign immediately, and then could be appointed until December; the Board could

then appoint a full time replacement. Ms. Shufelt stated that the offer shows good faith by Mr. Brightman, and the early resignation could allow a search for a replacement to begin immediately. Mr. Valcourt was not supportive of Mr. Brightman's appointment as a temporary replacement. Ms. Shufelt stated there should be something in the potential contract that would ensure he continues his present duties without detailed performance standards that would be fair to both parties.

Motion by Mr. Ouellette to direct Mr. King to work on a potential contract with town counsel and Mr. Brightman for an interim position, and that the town start to search for a replacement immediately if the Treasurer turns in his resignation. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

c. Consultant Services Contract Amendment.

Ms. Shufelt stated that she had reservations for the continued employment of Mr. Kinshurf as a consultant. The quote is \$24,000 to finish reconciliations through the end of the fiscal year, and she supports the extension of the contract as there are available funds in the BOS budget for personnel services, as did Mr. King.

Motion by Mr. Valcourt to have Mr. King work on a new contract and scope of work. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

Muriel Kokoszka was present and stated that they may not need that much work by the consultant. She said that the office staff needs some higher level Excel training. The program is tied into many pages. She also suggested that the office staff can finish posting the cash books before Kinshurf does his work; if she and Mr. Brightman can do the next month's reconciliation, this may eliminate the "material weakness" that the auditor warned the Board about.

d. Discussion regarding no parking at beaches.

Mr. Valcourt stated that he was not proposing Cherry & Webb Lane be opened for parking, as it is a narrow road. But there are plenty of roads in the harbor area that are wide enough that parking can be allowed on one side, but public parking is banned from that entire section of town. He noted some town landings go unused because there is no parking. He wonders why this was done, and proposes getting reports from various town departments why this parking ban should be continued or changed. Ms. Shufelt, the person proposing the changes should provide the rationale why the board should make a change. Mr. Valcourt offered to gather the information for a future meeting to discuss the ban's rationale and some options for changes.

Ms. Shufelt asked what action the BOS should be taking, and noted the general policy is to maintain the status quo until there is a valid proposal for addressing the issue. Mr. Brewer stated that he doesn't see a compelling reason for a discussion of the matter. Mr. Valcourt stated he has received numerous complaints about the issue, which have never been addressed. Mr. Brewer understands that this may cause radical changes, and resulting problems, impacting all of the harbor residents.

Mr. Valcourt stated the problem is there is nowhere for residents to park to go for a walk around the harbor; people from the north end are complaining about the lack of public parking in the area. Ms. Shufelt asked if he was also suggesting expanding beach parking too.

Mr. Brewer indicated has no problem looking at why this policy was adopted to begin with anyway; the research should include discussions with Fire & Police Departments. He suggested that this be approached carefully as this can impact many residents. Ms. Shufelt felt that creating public parking would open the limited parking to non-residents as well. Mr. Ouellette detailed his first-hand knowledge of problems in the harbor area in the past because people disrespected people's

properties. He felt the Board should proceed gingerly on considering possible changes. Beach Committee Chair Tim St. Michel said a longstanding problem at Cherry & Webb Lane was only 140 spaces in a town where 3,000 beach passes have been sold. He took a ride over to Beach Avenue recently and found only one parking space open.

Prospect Avenue resident William Underwood, a member of the Beach Committee, reported there have been three recent actions taken by the board regarding parking passes for roads at the beach. He was dismayed that the committee has not been consulted on the matter. The committee has detailed information on this issue, but there has been no input from any department or any resident that would be affected by parking changes. He read a clipping from Shorelines from 6/6/19 where a Selectman said you can't pull over and park and go for a walk on a single road on the harbor; and suggested it was an unethical untruth by the Board member. He noted there were many roads in town where parking is not allowed, citing Bridge Road, John Reed Road, East Beach Road, and West Beach Road as examples.

Mr. Valcourt conceded the harbor is special because it is environmentally sensitive, but noted there was no outcry when sand was trucked into Elephant Rock Beach after Hurricane Bob. He stated he just wants to know why this entire area of town is restricted, and parking is not allowed. Harbor resident Caroline Fenn accused Mr. Valcourt of being inflammatory; she felt it important to have a public process involved in any change process. She said they already have narrow streets, and there are many children and elderly residents in the neighborhood. Tom Gebhard, who runs the water company there servicing over 50 residents, said the system is very fragile as pipes run along the road. He feared that parking along the roadway could damage the pipes, creating the danger of contamination that must be reported to DEP. He said there were four breaks in pipes last year because of parking in curb cuts.

Ms. Shufelt felt it was not appropriate to form a committee to study the issue; she indicated Mr. Valcourt was free to pursue the matter individually. Constance Gee suggested that Mr. Valcourt was making an attack on the neighborhood by saying that the people are being boarded off. George Collias from the Brayton Point Road shared his opinion that the harbor area is full of nice people; and that he doesn't think that people want to park and walk on the road in that neighborhood, but would rather go to the beach. He also said the Sean Leach is very knowledgeable about the history of access in the area, but was not present to provide that information. Sally Ann Ledbetter, resident of Atlantic Avenue, pointed out to Mr. Valcourt that for the record that DEP had a hand in the Elephant Rock Beach sand dunes being replenished.

- e. Review Town Administrator's Goals and self-evaluation.
The Board postponed this discussion to the July 8 meeting.

- f. Review Board of Selectman's Goals.
The discussion was postponed to the July 8 meeting.

5. Appointments and/or Resignations

Requests for the following re-appointments and first time appointments (where indicated):

- a. Appointment of Muriel T. Kokoszka as a temporary clerk.
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- b. **Appoint Town Beach Lifeguards:** Jared Lankowski (1-year term).
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

NB: Gifford Road resident Cynthia Anderson asked to be heard regarding a letter to the Board regarding the drainage system on the school campus, apparently because the plans are being revised. Ms. Shufelt felt she should not allow further discussion as the issue sounded like a litigation related matter, and referred Mrs. Anderson to town counsel. Mr. King said the engineering company is preparing a response to her attorney's letter. Mrs. Anderson continued that plans are still not completed; and wants to know how her property might be impacted. She said she received a request for a drainage easement, but was hesitant to sign it because the plans are incomplete. Ms. Shufelt suggested making a counter offer through her attorney. Mr. Valcourt indicated the town was trying to solve the problem. Ms. Shufelt tried to suspend discussion on the matter several times, noting the plans are still being finalized.

- c. **ADA Transition Plan Committee:** Brian Gallagher; Anders Newcomer; Stanley Cornwall; Richard Brewer (BOS Rep) (1-year term).

Motion by Mr. Valcourt to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- d. **Agricultural Commission Alternate:** Seth Lewis (1-year term)

Motion by Mr. Valcourt to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- e. **Agricultural/Open Space Preservation Trust Fund Council:** Leone Farias; Brad Brightman (3-year terms)

Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- f. **Animal Control Officer and Animal Inspector:** Donna Lambert (1-year term).

Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- g. **Assistant Animal Control Officer:** Caitlyn Riley (1-year term).

Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- h. **Audit Committee:** Cynthia Brown (1-year term).

Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- i. **Beach Committee:** William Underwood (3-year term).

Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- j. **Bristol County Commission Advisory Committee:** Richard Brewer (BOS Rep).

Motion by Mr. Ouellette to appoint. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- k. **Buzzards Bay Action Committee:** Brian Valcourt, James K. Hartnett (alternate) (1-year term).

Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor. **Motion** by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- l. **Cable Advisory Board:** Steven J. Ouellette (BOS Rep) (1-year term).

Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- m. **Camp Ground Use Committee:** Brian Valcourt was previously appointed as the BOS representative. Frank McDonough – three-year term; Jeffrey Wade – two-year term.

Motion by Mr. Valcourt to appoint the two at-large members. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- n. **Capital Improvement Planning Committee: Timothy King (Town Administrator)**, Thomas Schmitt; Brad C. Brightman (Town Treasurer), James K. Hartnett (Alternate TA) Richard Brewer (BOS Rep), Teresa Provencal (Accountant), (1-year term)
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- o. **Citizens for Citizens:** Ronald E. Costa (1-year term).
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- p. **Community Preservation Committee:** Janet Jones (3-year term)
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- q. **Constable – Civil Process:** Herve W. Vandal (3-year term).
Motion by Mr. Ouellette to appoint. Second by Mr. Valcourt. The Board voted 5-0 in favor.
- r. **Cross Connection Surveyor/Backflow Device Tester:** John D. Enloe (1-year term).
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- s. **Energy Committee:** Carrol "Buzz" Brownlee, Charles "Buzzy" Baron, Tony Connors, Rick Malis, and Brian Valcourt as BOS Representative (1-year terms).
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- t. **Joint Transportation Planning Group:** James K. Hartnett (1-year term).
Motion by Mr. Valcourt to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- u. **Assistant Harbormasters** Richard B. Earle, Asa Beaumont Mills, Ransom Morse, Jonathan Paull, James Perry, Gary A. Tripp, Glenn Tripp, Richard Hart (Non-Paid Volunteer) (1-year term).
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- v. **Deputy Shellfish Constables:** Asa Mills, Jonathan Paull, James Perry, Robert Pierce (Spec. Dep. Sh. Constable), Gary Sherman (Spec. Dep. Sh. Constable), Glenn Tripp, Richard Hart (Non-Paid Volunteer (3-year term).
Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- w. **Parking Enforcement Officer:** Christopher Leonard (1-year term).
Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- x. **Personnel Board:** Gary Carreiro (3-year term).
Motion by Mr. Brewer to appoint. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- y. **Public Safety Staffing Committee:** Richard Brewer, Selectman Representative, Timothy King, Town Administrator, Hugh Morton (FinCom), Keith A. Pelletier, Chief of Police and Brian R. Legendre, Fire Chief (1-year terms)
Motion by Mr. Ouellette to appoint. Seconded by Mr. Brewer. The Board voted 5-0 in favor.
- z. **Volunteer Parking Officer:** Wilfred (Tim) St. Michel (1-year term). Withdrawn.
Motion by Mr. Brewer. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.
- aa. **Reserve Police Officers:** Stephen D. Kovar, Jr.; Richard J. Rodrigues; Scott Raudonaitis; Keith J. Novo; Michael Kelley; Brian D. Souza; Ryan Boyd; Andrew Pelletier; Samuel Teixeira; Francois

Napert; Michael R. Roussel; Tyler Oliveira; Cody Silva; Antonio Cestodio; Michael D. Silvia; Sarah Zielinski; Keara Enos; Amy Lynn Smiddy.

Motion by Mr. Brewer. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- bb. **Public Weighers:** From Mid-City Steel: Ana Hubright, Jason Fonseca, Mark Gitlin, Abraham Melendez, Chris Kessing, and Leonardo Reis; From Excel Recycling: Scott Smith and Charlene Garcia; From A & E Metals: Eric Abate, Amy Abate, Paulo Chaves, Claudine Lopes, Tiffany Briere, and new appointment for Kayleigh McConnell (1-year term).

Motion by Mr. Brewer. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- cc. **Recreation Commission:** George R. Cataldo (3-year term).

Motion by Mr. Brewer. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- dd. **Safety Regulation Board:** Steven J. Ouellette (BOS Rep) & Christopher Gonsalves (Highway Surveyor) (1-year term).

Motion by Mr. Brewer. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

- ee. **SRTA – BOS Representative:** Brian Valcourt; BOS Alternate Rep: James K. Hartnett (1-year term).

Motion by Mr. Brewer. Seconded by Mr. Ouellette. The Board voted 5-0 in favor. Mr. Valcourt asked for an inquiry into why he was not getting meeting notifications.

- ff. **Sworn Liquor Licensing Agent to the Board of Selectmen:** Lt. Paul Holden (1-year term).

Motion by Mr. Ouellette. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

- gg. **Tax Incentive Program Committee –** Steven Ouellette, Selectman Representative (1-year term).

Motion by Mr. Brewer. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

- hh. **Westport Economic Development Task Force:** Steven J. Ouellette (BOS rep), Timothy King, (Ex-Officio Member); James K. Hartnett (Alternate to Administrator); James Coyne; Ben Wolbach and Maurice E. May (1-year term).

Motion by Mr. Brewer. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

6. **Town Administrator Report:** Not Available.

7. **Minutes**

The minutes of the April 29, May 28 meetings were reviewed.

Motion by Ms. Boxler to accept as presented. Seconded by Mr. Ouellette. The Board voted 5-0 in favor.

8. **Bill Warrant and Payroll report to the Board.** Noted

9. **Selectmen Liaison Committee Reports**

Included in notes below (Item #11.)

10. **Boards/Committees/Commissions Vacancy List**

11. **Board Members Suggestions for Future Agenda Discussion / Action**

Mr. Brewer – Asked to discuss the Center for Disease Control letter at the next meeting.

Mr. Ouellette – Reported he is still talking to SRPEDD about Rt. 177 safety issues, and has meeting with Rep. Schmid at MassDOT to discuss the number of accidents on Route 177 and safety steps to be taken.

Mr. Valcourt – has had no committee meetings.

Ms. Boxler – Attended COA meeting, noted their interest in being on the Campground Use Committee.

Ms. Shufelt – The School Building Committee met, and it learned that the Attorney General has approved town's use of the CMR (Construction Manager At Risk) option. There were six or seven individuals interested in submitting bids, to be published soon. Building design subcommittee has made substantial changes, and plans additional value management cost reductions; the floor plan is largely unchanged. Mr. Ouellette expressed concerns over the \$800,000 price tag on the walking track not being covered by MSBA reimbursements, feeling the Town could make better use of the funds without undertaking this expense.

Ms. Shufelt reported the subcommittee is making enough changes to offset the cost reductions needed to meet the approved budget; she is still skeptical.

Mr. King advised the Board that a number of non-union and contracted employees have requested the two percent pay increases granted other town employees. The wage increases were included in the FY2020 budget, he indicated.

Motion by Mr. Ouellette to allow for 2% increase for non-contracted employees, effective July 1, 2019. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

Mr. Ouellette suggested consideration of the appointment of a full-time Safety Officer for the Police Department, considering the number of recent serious accidents in town, and asked it be added as a future agenda item.

12. Topics not reasonably anticipated forty-eight (48) hours in advance of the meeting. None.

13. Question & Answers. None.

14. Executive Session – **Motion** by Mr. Ouellette to enter into executive session at 8:43 pm pursuant to the provisions of MGL c 30A section 21(a), Chair declares an open meeting will have a detrimental effect, to:

a. To conduct strategy sessions in preparation for negotiations with non-union personnel.

b. Approve Executive Session Minutes;

and adjourn the regular session at the conclusion of the executive session. Second by Mr. Valcourt. The Board voted 5-0 in favor.

Adjournment

Motion by Mr. Ouellette to adjourn the regular session at the conclusion of the executive session at 8:45 p.m. Seconded by Mr. Brewer. The Board voted 5-0 in favor.

Respectfully submitted,


Lucy Tabit Administrative Assistant/
Confidential Clerk

APPROVED:


Ann E. Boxler, Clerk, Select Board Member

Attachments to Agenda of 6/24/19:

1 citation Geraldine

2a Pole hearing 375 Old County

2b Verizon request

2c 410 Old County conduit hearing

2d Weatherlow one day request

3a BOS 062419 MEETING REQUEST v1-1

3b Westport Woods and Herb Hadfield Exp.

3c Save Buzzards Bay sign request

3d Recreation donation

3e Cystic Fibrosis Ride request and PD recs

3f Buzzards Bay Coalition Ride request
3g TH Annex basement lease
3h Town Farm north apartment lease
3i motor fuel contract
3j Bids natural gas
3k Ch90 contract
3l site plan review
3m known transfers
4a building Dept update
4b letter from Treasurer
4c Consultant info
4e King Goal Setting 2018
4e Tim King Contract 2017
4f BOS Goals- June 2018
5b lifeguard appointment
5b lifeguard appointment
5aa PD appointments
5b lifeguard appointment
5bb Weighmasters
5c ADA
5cc Rec Com
5d Ag Com Alternate
5e AG OPEN SPACE
5f ACO & AI
5g ASST ACO
5h Audit committee
5i Beach Committee
5j bristol county commissioner
5m Camping ground committee
5m CGC
5n CIPC
5o CFC
5p CPC
5q Herve Vandal Constable application
5s Energy committee
5t JTPG
5u 5v harbormasters and shellfish constables
5x Personnel board
7a BOS Minutes 042919
7b BOS minutes 052819
8 Bill warrants