



**BOARD OF SELECTMEN  
REGULAR MEETING MINUTES  
MONDAY- AUGUST 19, 2019**

Members Present:     Shana M. Shufelt, Chair  
                             Brian T. Valcourt, Vice Chair  
                             Ann E. Boxler, Clerk (\*\*arrived at 6:20p.m.)  
                             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 pm 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.**

Ms. Shufelt recognized the passing of George Cunningham who served as a part-time custodian for the Town.

**6:05 p.m.**

**2. Appointments and/or Resignations.**

- a. Accept resignation of the Assessor's Senior Clerk, Diana Venafro.  
Motion by Mr. Valcourt to accept. Second by Mr. Ouellette. The Board voted 4-0 in favor.  
Motion by Mr. Valcourt to post the position. Second by Mr. Ouellette. The Board voted 4-0 in favor.
- b. Appointment of Assessor's Senior Clerk.  
The person who applied declined the offer and therefore there is no one to appoint.
- c. Accept resignation of Library Aide, Charles Huntington.  
Motion by Mr. Ouellette to accept. Second by Mr. Brewer. The Board voted 4-0 in favor.
- d. Post vacancy for Library Aide.  
Motion by Mr. Valcourt to post the position. Second by Mr. Brewer. The Board voted 4-0 in favor.
- c. Accept resignation of Officer Michael Jacques.  
Motion by Mr. Ouellette to accept with regrets. Second by Mr. Brewer. The Board voted 4-0 in favor.

- d. Police Department request to make a contingent offer of employment as Full Time Officer to Jeremy Dellecese.  
Motion by Mr. Valcourt to make a contingent offer of employment as Full Time Officer. Second by Mr. Ouellette. The Board voted 4-0 in favor.
- e. Accept resignation of Assistant Animal Control Officer Victoria L. Martin.  
Motion by Mr. Valcourt to accept. Second by Mr. Ouellette. The Board voted 4-0 in favor.  
The Director of Public Health, Mr. Armendo was present and the Board asked if he had spoken to Ms. Martin. He indicated he had. Discussion ensued in the next agenda item.
- f. Post vacancy for Assistant Animal Control Officer.  
The Director of Public Health, Mr. Armendo and the Chair of the Board of Health, Phil Weinberg, were present to discuss the problem of retaining Assistant Animal Control Officers on an on-call basis. The Board of Health has reevaluated the clerk position and they have decided that they intend not to hire the part time clerk but hire a 30 hours per week Assistant Animal Control Officer who would manage the Animal Registry as part of the duties. Funding would come from the combined remaining AACO position and the part-time clerk position.  
Motion by Mr. Ouellette to post the Assistant Animal Control Officer for 30 hours weekly. Second by Mr. Valcourt. The Board voted 4-0 in favor.

The BOH also noted EEE and the concerns to avoid mosquitoes; the algae bloom on Devol Pond needs a second clean sample to clear the advisory. Mr. Valcourt asked for Watuppa Pond and Sawdy Pond to be tested as well because people want to know if it is safe to go in the water; rabies in town are posted as soon as testing results are received and Mr. Armendo gave recommendations on how to avoid attracting wildlife by keeping trash sealed in bins; Mr. Weinberg also noted that the BOH is moving forward with the Keeping of Animals Regulation and holding a public hearing in the coming weeks and solicited comments from everyone.

Ms. Shufelt stated that the next appointment will discuss the de-nitrification system at the High School but noted that nothing has changed and the Board of Health can stay if they wish for that discussion

**6:10 p.m.**

**3. Licenses/Permits.**

- a. Holy Ghost Club of Westport Inc. request for approval of one-day Liquor License for All Alcoholic beverages on Saturday, August 31, 2019 from 2:00-10:00 p.m. at 179 Sodom Road. Cassandra Cambra, manager was present.  
Motion by Mr. Valcourt to approve conditional on police recommendations. Second by Mr. Brewer. The Board voted 4-0 in favor.
- b. Wish Come True request for three one-day Liquor Licenses for Wine & Malt Beverages on Friday, September 6, 2019, Saturday, September 7, 2019 and Sunday, September 8, 2019 at 179 Sodom Road.  
Motion by Mr. Valcourt to approve conditional on police recommendations. Second by Mr. Ouellette. The Board voted 4-0 in favor.

**6:15 p.m.**

**4. Action Items.**

- a. Request from Weatherlow Farms LLC for approval of two directional trailblazing signs as prescribed by Massachusetts DOT Requirements.  
Motion by Mr. Valcourt to approve conditional on police recommendations. Second by Mr. Brewer. The Board voted 3-1 in favor.  
Mr. Ouellette noted that at one time the Holy Ghost Club had requested the same kind of way-finding signage and it was denied. Based on that he has issues approving this request and voted against.

**\*\*Ms. Boxler arrived at this time: 6:20p.m.**

- b. Approve Chapter 90 2018-2019 Roadway Improvements Contract #1 change order cost escalation. Mr. King explained that the cost of the asphalt increase is reflected in this amendment.  
Motion by Mr. Ouellette to approve. Second by Mr. Valcourt. The Board voted 5-0 in favor.
- c. Accept anonymous donations for the Animal Control Gift Account in the amount of \$150.00.  
Motion by Mr. Ouellette to accept. Second by Mr. Brewer. The Board voted 5-0 in favor.
- d. Request from Planning Board for comment on the following applications for a Special Permit and a Low Impact Development for plans Pine Hill Road Solar I LLC c/o Borrego Solar Systems for property located at 202 Pine Hill Road, Assessor's Map 41, Lot 4.  
Mr. Ouellette expressed concern over runoff. Mr. Brewer noted that this application is still part of the old Solar By-law and he asked that it be strictly adhered to.
- e. Release of Lien Book 10108 Page 274-278.  
Motion by Mr. Ouellette to release. Second by Mr. Valcourt. The Board voted 5-0 in favor.
- f. Approve use of the denitrification system for sanitary sewage treatment of the new High School and Middle school.  
Motion by Mr. Ouellette to approve. Second by Mr. Brewer. The Board voted 5-0 in favor.

**5. Discussion Items.**

School Building Committee presentation of Construction Manager and status of the project. Richard Marks, Project Manager introduced the architect, Jonathan Levi; Dianne Baron, School Building Committee Chair; Steven Agostini and Robert Gillchrist, construction managers. Mr. Marks provided background on the credentials of the chosen construction managers and reviewed the time line for the new collocated Junior/Senior High School. The tennis courts will be built slightly to the left and two new irrigated athletic fields and 300 parking spaces. The cost estimate and value management is currently being worked through and early packages are targeted for August and September. Site construction is expected to begin in September and the target for building completing is August 2021 and site landscaping is planned for completion by June 2022. Discussion ensued. Members discussed the denitrification system at the conclusion of the presentation.

**6. Town Administrator Report.**



Mr. King gave his report that included the EEE spraying; the well at the Annex and rescheduling meetings to the main Town Hall; solar project is operational on the Landfill; Noquochoke Village; department reports. Ms. Shufelt noted that the Accountant's report noted that building permits are down 35% and she asked Mr. King to look into it. With regards to Beach Avenue, the Police Department was ok with moving the no parking sign further east. He also noted that the Town Attorney opinion, the Town can seek a modification in the road management plan to install a guardrail along the Town property but not Mr. Steinke's land as he has previously stated he would fight that because he would not be able to access his land. Ms. Shufelt noted the comment from Counsel suggests the mechanism is to seek modification from DEP but does not indicate if there would be possible litigation from the action of placing a guard rail in the Town layout. The question members discussed was if when seeking a modification from DEP, would the Town seek one for the entire length or just for Town land. Members wanted to have an opinion from Town Counsel if the Town would prevail in a lawsuit if it installed the guardrail the remainder of the length before making its decision. This matter is continued pending Counsels perspective and their guidance.

Constance Gee stated that the width pf Mr. Steinke's property is 100 feet wide and the turnaround into the dunes is happening there and on the town property. She suggested leaving enough space for him to park his car. She asked that the whole length be approved by the DEP.

**7. Minutes.**

August 5, 2019

Motion by Ms. Boxler to approve. 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.**

Mr. Brewer noted CIPC took place last week; the Audit Committee also is ready to meet; Bristol Aggie updates.

Mr. Ouellette noted three more crashes on Rt 177 happened this weekend. He is still working with the Senator's office.

Mr. Valcourt noted the Energy Committee will be meeting on the 26<sup>th</sup>.

Ms. Boxler noted the ribbon cutting at Noquochoke Village; other committees had not met, nothing further.

Ms. Shufelt had nothing further.

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

See posted openings on website.

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

None.

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

The request from the Superintendant to appoint two members of the School Committee as representatives to these committees was received within the 48 hour period before the meeting. The following were requested for appointment.

Audit Committee – Michelle Orlando for a 2-year term;

Campground Use Committee - Nancy Stanton-Cross for a 1-year term.

Motion by Mr. Valcourt to appoint Michelle Orlando to the Audit Committee and Nancy Stanton-Cross to the Camping Ground Use Committee. Second by Mr. Valcourt. The Board voted 5-0 in favor.

**13. Question & Answers.**

Wayne Sunderland asked the Board about Route 177 and how the assessor's re-valuation is unfair to the taxpayers and is not actually what is accurate to the parcels but based on inaccurate sales that do not reflect what is on that parcel. The Chair noted that there is a process through the Assessors.

**14. Executive Session**

**Motion** by Mr. Ouellette to enter into executive session at 7:24 pm pursuant to the provisions of MGL c 30A section 21(a), Chair declares an open meeting will have a detrimental effect, to:

- a. Discuss the performance of an employee (1).
- b. Discuss litigation (3)
- c. Approve Executive Session Minutes.

and to adjourn the regular session at the conclusion of the executive session. Second by Mr. Valcourt. The Board voted 5-0 in favor by roll call vote with members Shana M. Shufelt, Chair; Brian T. Valcourt, Vice Chair; Ann E. Boxler, Clerk; Steven J. Ouellette; and Richard W. Brewer voting Aye.

**Adjournment**

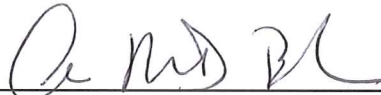
**Motion** by Mr. Ouellette to adjourn the regular session (at the conclusion of the executive session) at 8:05 p.m. Seconded by Mr. Valcourt. The Board voted 5-0 in favor.

Respectfully submitted,



Lucy Tabit Administrative Assistant/  
Confidential Clerk

**APPROVED:**



Ann E. Boxler, Clerk, Select Board Member

**Attachments to Agenda of 8/16/19:**

- 1 Cunningham Obit
- 2a and 2b Assessors Clerk
- 2c Huntington resignation
- 2e and 2f Jacques/Dellecese
- 2g Resignation Victoria Martin
- 3a Holy Ghost request
- 3b Make a wish request
- 4a Trail signs Weatherlow
- 4b CH90
- 4c gift ACO
- 4d Plan 202 Pine Hill Rd
- 4e Release of Lien
- 4f School de-nitrification system
- 6 TA Report 081919

- 7 BOS minutes draft
- 8 Bill Warrant