



**BOARD OF SELECTMEN
MINUTES
REMOTE MEETING**

Monday July 27, 2020

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

Also Present: Timothy King, Town Administrator

Select Board Chair, Mr. Brewer, called the remote meeting to order at 6:02 pm. He offered thanks to the efforts of Town Moderator, Steve Fors, for Town Meeting on Saturday. There were over 200 resident participation.

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

Chair's Announcement – Under MGL Chapter 30A, section 20(f) – Meeting being recorded.

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the Westport Board of Selectmen is being conducted via remote participation. No in-person attendance of members of the public will be permitted, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order. The public was invited to join the meeting through the links provided at the time of posting.

1. Acknowledgments & Recognitions

The passing of John D. "Jack" Reynolds was noted. The Board had generous remarks for the participation Mr. Reynolds had in many areas of Town Government. The Board offered their condolences to the family.

2. COVID-19 Update

Matt Armendo stated that the total number of cases is at 107. He discussed the safety standards and the information can be found on Mass.gov or through the BOH office. A new travel order will be in effect requiring visitors and returning residents to show they are not COVID positive. Some exceptions exist. Gathering limits remain the same in this phase. Outdoor recreational or sport events are still prohibited. He recommended frequent hand washing and social distancing. Mr. Armendo stated that Town meeting was a success and resident screening went well. The Town nurse is M-W-F 8am-4pm and Tuesday and Thursday 8:30-noon. There is a Red Cross Blood Drive scheduled for August 6th 10-3 Annex Gym.

3. Discussion

- a. Changing Precinct A to another location. Based on the space limitations at the American Legion Hall, it would be prudent to relocate it. Town Clerk Ms. Oliver stated that she has been in contact with the pastor at Our Lady of Grace and it is a short distance to the current location. **MOTION**

by Mr. Valcourt to move Precinct A to Our Lady of Grace Church for the November elections. Seconded by Mr. Ouellette. Mr. Brewer asked if this would be a permanent move. Mr. Valcourt stated that his motion is only for the November election. Ms. Shufelt asked about the process to notify people. Ms. Oliver stated that it was her hope to make a long-term change from the Hall because of the limited parking and lack of handicapped accessibility. She was not aware of what the period should be but it can be noticed after the September Primary. Mr. Brewer asked if the Church was agreeable. Ms. Oliver stated that the Pastor was and could make that decision without asking the diocese. She also noted that voting booths would have to be transported and set up. The Board voted 5-0 in favor by roll call.

- b. Election date for the Westport Elementary School roof repair debt exclusion ballot question. The Article included a provision for debt exclusion by a ballot vote. The Board is to decide when that debt exclusion election is to be held. The September primary is in that time limit. The November Federal election date is outside the deadline so if chosen, would require an exception from the legislature. Ms. Oliver stated its up to the Town to set it up as the Town thinks best. She said many people are not aware of this kind of election. Discussion ensued over the 35 day notice required for the next election date and it being somewhat easier in November.
- MOTION** by Mr. Ouellette to put the Westport Elementary School roof repair debt exclusion ballot question on the November 3rd election and plan for a Special Town Meeting in September if the question needs to be revoted. Seconded by Mr. Valcourt. Discussion ensued over 1500 people already responding about having received the November ballot postcard. This may confuse everyone. He said that the November ballot would allow more time to prepare. The Board voted 4-1-0 by roll call with Ms. Shufelt voting nay. The motion carried.

4. **Action Items**

- a. *Continued from 7/13/20* - Request from Gnome Surf to utilize Cherry & Webb Beach and parking spaces for children's surf program for Sundays from 5-8 for 10-13 cars and weekdays and Saturdays for 2-3 daytime 1-to-1 lessons on 2-3 days for 2 cars at a time. Mr. Antao stated that his program will no longer have a camp but rather just the one-on-one lessons.
- MOTION** by Ms. Shufelt to approve use of two passes. Seconded by Mr. Valcourt. Mr. Ouellette wanted to make sure that there was CORI information provided. Ms. Shufelt did not feel the BOS needs to require it. Mr. Ouellette stated anyone working with children will need to be CORI checked. Ms. Shufelt amended her motion to include that. Mr. Valcourt seconded the motion to include that. The Board voted 5-0 in favor by roll call.
- b. Ch61 Release 0 Gifford Road, Map 31, Lot 11 Michael Ferry.
- MOTION** by Mr. Ouellette to release. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.
- c. Ch61 Release off Main Road Map 70, Lot 16 Parcel C for MJS Realty Tr.
- MOTION** by Mr. Valcourt to release. Seconded by Ms. Shufelt. The Board voted 5-0 in favor by roll call.
- d. Accept donations for the food pantry through the Recreation Department totaling \$685.00: Country Woolens Inc. - \$400; Christine & John Conway - \$50; Anonymous - \$5; Caroline & William Wehner - \$180; Laura Medeiros - \$50. **MOTION** by Mr. Ouellette to accept. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.
- e. Request from Highway Department for a time extension of the 2018/2019 Roadway Paving Improvements project for a revised completion date of August 7, 2020. The completion date for the Chapter 90 work is being extended due to extra work added and are asking for an extension. **MOTION** by Mr. Ouellette to approve. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.

- f. Request from Diman Regional School for approval to set up a Stabilization Fund.
MOTION by Ms. Shufelt to refer this to the FinCom for input. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.
- g. Petition the Legislature to allow an easement over the Head of Westport Landing for abutting property at 497 Old County Road. Town Meeting previously approved and the timing ran out for approval through the legislature. **MOTION** by Mr. Valcourt to move forward. Seconded by Ms. Shufelt. The Board voted 5-0 in favor by roll call.
- h. Approve the taking of the fee contiguous to 380 Old County Road and 29 Green Street as shown on a plan of land "Taking Plan of Land in Westport, MA Library, Prepared by Hancock Associates and Dated, April 29, 2020 and Revised June 30, 2020." Town Meeting did not approve this and the Board can table this at this time. There is no action to take. Mr. King opined it could be discussed at a future executive session. Members took no vote nor action.
- i. Request to make a contingent offer of employment to Sarah Zielinski as Full Time Police Officer. The Chief requested to make a contingent offer to Officer Zelinski contingent on passing the academy. This is to replace a retiring officer. **MOTION** by Mr. Ouellette to approve conditional on passing the academy. Seconded by Mr. Valcourt. Mr. Ouellette discussed the hiring freeze from many years ago. Mr. Brewer noted that the Board has the authority to hire or not so there is no need for a freeze. The Board voted 5-0 in favor by roll call.
- j. Approve Recreation Director Salary.
The plan is to allow the Director to go full time. The Recreation Committee agreed that they would use the revolving account to supplement personnel services to raise the 19 hours to a 30 hour position. Mr. Gillespie spoke in a complementary way about Ms. Stewart's contribution to reviving a Recreation department with many community programs. Ms. Shufelt stated that this has been discussed in detail before when crafting the budget. She is in support of this increase. The salary is proposed is increased to \$59,923 from \$38,760. Mr. King will review the approximate 29+/- hours. **MOTION** by Ms. Shufelt to approve the increase in salary as noted. Seconded by Mr. Valcourt. The Board voted 4-1 in favor by roll call. Mr. Ouellette voted nay.
- k. Approve Employment Agreement for the Public Health Nurse.
The agreement is extended for another year. **MOTION** by Mr. Ouellette to approve. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.
- l. Approve general increase for all non-union employees.
MOTION by Mr. Ouellette to approve a 2% raise in the FY21 budget. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.

5. Appointments and/or Resignations

- a. **Agricultural/Open Space Preservation Trust Fund Committee:** John Bullard (Planning Rep.) (3-year term).
- b. **Cable Advisory Board:** Robert Daylor (Planning Rep.) (1-year term).
- c. **Economic Development Committee:** Manuel Soares (Planning Rep.) (1-year term).
- d. **Community Preservation Committee:** Philip Weinberg (ConCom Rep.) (2-year term), Mark L. Schmid (Planning Rep.) (1-year term).
- e. **Housing Rehabilitation Advisory Committee:** Mark L. Schmid (Planning Rep.) (1-year term).
- f. **Tax Incentive Program Committee:** Manuel Soares (Planning Rep.) (1-year term)..
- g. **Westport Citizen's Betterment Committee** (1-Year Term): Shirley Desrosiers; Patricia Kershaw; Leone Farias; and Peter Berube.
MOTION by Mr. Ouellette to approve the above appointments. Seconded by Mr. Valcourt. The Board voted 5-0 in favor by roll call.

h. Poll Worker appointments for Democratic and Republican parties:

Democratic Poll Workers: Precinct A: Shirley Desrosiers, Warden. Cynthia Rodrigues, Inspector. Precinct B: Geraldine Folier, Clerk. Madeline Freitas and George Yeomans, Inspectors. Precinct C: Mary Wetherell, Clerk. Claudette Bisson and Judith Souza, Inspectors. Precinct D: Almerinda Tenchara, Warden. Merline Toupin and Mary Freitas, Inspectors. Precinct E: Constance Taber, Warden. Barbara Marcotte and Tim St. Michel, Inspectors. George Yeomans and Mary Wetherell are “unenrolled” workers. Extra Poll Workers: Ann M. McGuire (B), Claude Lovecraft (E), Laura Bennett (E), Judith Souza (C), Stephen J. Anderson.

Republican Poll Workers:

Jodi L. Sullivan, Josephine K. Coleman, Nancy Z. Cook, June M. Hebert, Judy Brightman, Muriel M. Peters, Carin Wehmeister, Jackie Marmen, Mary McCarthy, Susan J. Foster, Bianca Carreiro, Pamela Costa.

Substitute Poll Workers (Republican): Bill Harkins and David Borges.

MOTION by Mr. Valcourt to approve the poll worker appointments. Seconded by Ms. Shufelt. The Board voted 5-0 in favor by roll call.

6. Licenses

None.

7. Town Administrator Report

Mr. King read through his report. He noted the Green Communities program will be making some changes. He said the Transportation Bond bill has provided funding for Robert Street and Rt6/Rt177. He informed the members that Attorney Gomes from Old Soul Gardens has scheduled a community outreach session independent of the Town. It is scheduled for Monday August 3, 2020 at 6:30 pm. Info to follow on four facilities will be posted on the webpage. Mr. King stated that the East Beach feasibility Study is ongoing and there is a link for people living in that area to provide input.

8. Minutes

July 13, 2020

MOTION by Ms. Boxler to approve. Seconded by Mr. Ouellette. The Board voted 5-0 in favor by roll call.

9. Bill Warrant

Mr. Brewer reviewed the warrants stating all is in order.

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

Ms. Boxler had a meeting with the COA; there are a few outside programs. The building will remain close this year.

Mr. Ouellette updated the members about the SRPEDD meeting, transportation and broadband in a neighboring town. He offered this website for more info: <https://srpedd.org/community/westport/>.

Ms. Shufelt stated the new school is still under budget and on schedule. She is concerned that the Library parking lot is still not installed; a resolution is anticipated. She noted the School Department has photos of construction progress on the school website.

Mr. Valcourt reminded all about the East Beach Survey. He asked for a future agenda item to discuss the Energy Committee and updates.

Mr. Brewer suggested an Audit Committee meeting soon to continue working on the Audit letter.

Mr. Brewer suggested discussing the hiring freeze at a future meeting. He would like to discuss the agenda and setting the deadline for submissions at a future meeting.

Mr. Ouellette asked that Mr. King look at the parking area at Horseneck Landing near Gooseberry Island to make signage visibly better.

11. Boards/Committees/Commissions Vacancy List

As posted on the website.

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

None.

13. Question & Answers.

None.

Adjournment

Motion by Mr. Ouellette to adjourn the regular meeting at 8:00 p.m. Seconded by Ms. Shufelt. The Board voted 5-0 by roll call.

Respectfully submitted,



Lucy Tabit Administrative Assistant/
Confidential Clerk

APPROVED:



Ann E. Boxler, Clerk, Select Board Member

Attachments to Agenda of 7/27/20:

- 1 Jack Reynolds obit
- 4a Gnome Surf
- 4b CH61A FERRY 0 Gifford Rd M 31 Lot 11
- 4c CH61B SZARO 573 Main Rd
- 4e Letter to Gonsalves - Time Extension - Complete Package 7-16-20
- 4f Diman Stabilization
- 4h _Order_of_Taking_ - _380_Old_County_Road
- 4i Contingent letters4k PH Nurse Linda Pierce Contract
- 5 Planning Board Appointments to other committees
- 7 TA Report 072720
- 8 BOS minutes 071320 draft
- 9 bill warrant 072720