

**BOARD OF SELECTMEN
MONDAY, SEPTEMBER 12, 2022
2nd FLOOR MEETING ROOM
TOWN HALL
816 MAIN ROAD
6:00PM**

6:00 p.m. Call To order & Pledge of Allegiance

Acknowledgments & Recognitions

1. School Committee Joint Meeting

- a. To fill the vacant School Committee Position, applicants
 - Cynthia Kozakiewicz
 - Michelle Orlando

2. Public Hearings

- a. 6:20PM - Chapter 61A Release, 559 Main Road, parcel B on Plan of Land dividing Map 69 Lot 12 as recorded at the Bristol County Registry of Deeds Book 9420, Page 183 (Parcel B) Request to assign the option to purchase, to the Buzzards Bay Coalition.

3. Licenses/Permits

- a. Request from the Holy Ghost Club for a One Day Liquor license for Friday, September 16, 2022 from 5-10 for a Fish Fry Dinner.
- b. Request from the Holy Ghost Club for a One Day Liquor License for a Saturday, September 24, 2022 with a Rain Date of September 25, 2022, from 12:00pm to 7:00pm for a Fundraiser.

4. Appointments and Resignations

- a. Request from John Cabral to be appointed to the Council on Aging.
- b. Request from J. Daniel Erwin to be appointed to the Safety Regulation Board.
- c. Request from Chief Pelletier to appoint Raquel Rodrigues as part time EMD 911 Dispatcher and per diem Community Service Officer.
- d. Request to change the appointment of Richard Brewer from Council on Aging Member to Board of Selectmen Liason to the Council on Aging.
- e. Request from the Planning Board to appoint Michael Burris as Town Planner.

5. Discussion

- a. Cell Tower Settlement Agreement

6. Action Items

- a. Request to amend the Public Health Director Contract.
- b. Request from Sue Brayton to reclassify the Principal Clerk Position in the Treasurer's office and post.
- c. Request from the Planning Board to amend the salary of the Assistant Planner position.

- d. Request from Midori Evans from the Cultural Council to post their Community Wide Writing Project, Westport Writes Together through the seasons, that launches September 19, 2022 on the Town Website.
- e. Request to accept the following donations to the Council on Aging: \$200; Ralph Urban for Best Use, \$20; Equipment Loan Best Use, \$20; Paul Sullivan for Tech Help, \$30; Anne Marie Deschenes for Tech Help. Totaling \$270.
- f. Request to approve and sign the Mass DEP Title 5 review letter.

7. Town Administrator Report

8. Approve Minutes

- a. August 29, 2022

9. Report on Bill Warrant

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

11. Comments and Statements

12. Boards/Committees/Commissions Vacancy List

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

14. 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 strategy with respect to collective bargaining - Westport Police Association.
- b. Discuss strategy with respect to Litigation – East Beach Improvement Association vs Town of Westport et al.
- c. Approve Minutes:
 - August 29, 2022

Adjournment

Boards/Committees/Commissions Vacancy List

****Committee members with terms that end in June should advise if they wish to continue****

ADA Transition Plan Committee – 2 vacancies (Fin Com).

Agricultural/Open Space Preservation Trust Fund Council – 1 vacancy (CIPC Rep)

Agricultural Commission Alternate – 2 Vacancies (Alternate)

Bike / Walking Path Committee - 2 vacancies.

Climate Resiliency Sub Committee Members

Council On Aging – 1 vacancy

Energy Committee – 4 vacancies.

Fence Viewers – 1 vacancy.

Infrastructure Oversight Committee – 1 Business to Business Member, 1 Neighborhood Rep.

Personnel Board – 1 vacancy.

Recreation Commission – 4 vacancies.

Safety Regulation Board - 1 vacancy.

Tax Incentive Program Committee (1 vacancy –Westport Economic Development Task Force Rep).

Westport Citizen's Betterment Committee – 1 vacancy.

** Committees are kindly requested to advise who serves as chair, vice chair and clerk **

TOWN OF WESTPORT

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Westport, MA 02790

The Coastal Agricultural Resource of New England

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Town Administrator

James K. Hartnett

To: Board of Selectmen
From: Jim Hartnett, Town Administrator
Re: Bi-Weekly Report
Date: September 12, 2022

1. Transfer Station and Cemetery

The Department of Labor Standards inspected the Transfer Station and Cemetery Department on Thursday, August 18, 2022. They filed their report on August 26, 2022, and the Town has 30 days to take corrective actions (September 26, 2022). The Board of Health has replaced the small 5 gallon gas can and will be adjusting the height on one of the railings prior to the September 26, 2022 deadline. We will be requesting additional time to address the lack of toilet facilities at both the transfer station and the cemetery. Providing hot water and heated toilet facilities will require planning, funding and construction time, initial estimates for each location will be approximately \$50,000.

2. Town Hall Annex Access

The Commission on Disabilities requested an accessible entrance to the Annex gym. The Highway Department worked last week to replace the walkway to the gym prior to the preliminary election. This has been in disrepair for years and the work required widening the walkway and constructing a retaining wall. The recreation department is also working on automating the door to make it fully accessible.

3. Boiler Inspection

The insurance company completed their yearly inspection report on the Town Hall and Annex Boilers. Some upgrades to the pressure valves will be required and we are currently waiting for repair estimates. (Reports in the Board of Selectmen Files)

4. Budgets

The Town Account and Collector are working on reconciling closeouts for FY22 and are ahead of schedule. We have some preliminary numbers on department turnbacks from FY22 that are in line with estimates. Will be starting the capital planning and budget process within the next couple of weeks for the FY24 budget.