

**BOARD OF SELECTMEN
MONDAY, DECEMBER 18, 2023
2nd FLOOR MEETING ROOM
TOWN HALL
816 MAIN ROAD**

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

Under MGL Chapter 30A, section 20(f) – this meeting is being recorded.

Welcome Comments from the Chair

Acknowledgments & Recognitions

1. Public Hearings – 6:05PM

- a. Fee Hearing – Proposed Fee Increases – see attached

2. Appointments and Resignations

- a. Request to appoint Ryan Furtado as Cemetery Laborer

3. Action Items

- a. Request from the Planning Board for comments and recommendations from the Board of Selectmen for a two lot subdivision located at 247 Gifford Road.
- b. Request from George Ripley, Library Director to pre-approve education reimbursement for Assistant Director Bonnie Strebel.
- c. Request from George Ripley, Library Director to declare several pieces of furniture at the Library surplus and authorize the Town Administrator to direct their disposal.
 - 2 Large wooden tables.
 - 1 atlas case
 - 7 wooden chairs .
 - 2 large folding tables
 - 1 children's double-sided bookcase
- d. Assign Select Board Members to participate in Union Negotiations with the Westport Permanent Firefighters Association, Police Officers of Westport Alliance and Highway Department AFSCME Council 93.
- e. Request to post the Cemetery Laborer II Position

4. Discussion

- a. Town Administrator’s Fiscal Year 2025 Budget

5. Town Administrator Report

6. Approve Minutes

- a. December 4, 2023

7. Report on Bill Warrant

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

9. Comments and Statements

10. Boards/Committees/Commissions Vacancy List

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

Adjournment

The Town of Westport does not discriminate based on disability and is committed to hosting accessible meetings. To request a reasonable accommodation to attend this meeting, please contact the municipal ADA Coordinator James Hartnett at HartnettJ@Westport-ma.gov.

Boards/Committees/Commissions Vacancy List

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

ADA Transition Plan Committee – 1 Vacancy

Agricultural Commission Alternate – 2 Vacancies (Alternate)

Bike / Walking Path Committee - 2 vacancies.

Economic Development Task Force - 3 vacancies

Energy Committee – 2 vacancies.

Fence Viewers – 1 vacancy.

Safety Regulation Board - 1 vacancy.

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

Board of Selectmen	Fee	Proposed
Restaurant – Annual All Alcohol	\$ 1,250.00	\$ 1,500.00
Restaurant – Annual Wine & Malt	\$ 550.00	\$ 750.00
Restaurant – Seasonal Wine & Malt	\$ 350.00	\$ 500.00
Club – Annual All Alcohol	\$ 650.00	\$ 1,000.00
Club – Seasonal All Alcohol	\$ 550.00	\$ 750.00
Package Store – Annual All Alcohol	\$ 950.00	\$ 1,250.00
Package Store – Annual Wine & Malt	\$ 550.00	\$ 750.00
Innholder's – Wine & Malt	\$ 500.00	\$ 750.00
Road Use - Administrative Fee	\$ -	\$ 50.00
Administrative Fee (Transfers/Amendments, Etc)	\$ -	\$ 50.00
Marine Services		
Harbor Master		
Water Way User	\$5 Per Foot	\$6 per foot
Town Moorings	\$500 per season	600 per season
88 Boat Ramp	\$5 per day	\$8 per day
88 Ramp Season Pass	\$45 per season	\$55 per season
Hix Bridge RAMP	\$20 per season	\$ 45 per season
Wharfage Town Dock	\$24 per foot	\$30 per foot
Shellfish		
Commercial Shellfish	\$ 200.00	\$ 300.00
Commercial Scallop	\$ 300.00	\$ 400.00
Student	\$ 60.00	\$ 75.00
Family Scallop	\$ 50.00	\$ 65.00
Family Shellfish	\$ 35.00	\$ 50.00
Planning Board		
Preliminary Plan	\$500+50/lot	\$500+100/lot
Major Site Plan	\$ 500.00	\$ 750.00
Common Driveway	\$ 250.00	\$ 300.00
Drive-Through	\$ 250.00	\$ 500.00
Flexible Frontage	\$ 250.00	\$ 300.00
Assisted and Independent Living, 3-20 Units	\$ 500.00	\$ 750.00
Assisted and Independent Living, >20 Units	\$ 500.00	\$ 750.00
Modification to Special Permit Requiring Public Hearing	\$ 250.00	\$ 300.00
Pre-Application Consultation	\$ 150.00	\$ 200.00
Repetitive Petition	\$ 250.00	\$ 300.00
Building Department		
Residential Building:		
Dwelling – new construction (including additions & modulars) @.32/sq.ft. Gross floor area	\$ 0.32	\$ 0.50
Accessory Buildings (including sheds and utility buildings) @.32/sq.ft. Gross floor area	\$ 0.32	\$ 0.50
Foundations – all new construction and/or replacement	\$ 100.00	\$ 150.00
Pools – Above Ground or 1%, whichever is greater	\$ 50.00	\$ 75.00
Pools – In Ground or 1%, whichever is greater	1%/\$100 min	1%/\$200 min
Occupancy Permit	\$ 50.00	\$ 100.00
Solar	1%/\$50 min	1%/\$100 min
Insulation	1%/\$50 min	1%/\$100 min
Certification Inspection – Annual	\$ 50.00	\$ 75.00
Commercial Building:		
New Buildings and Additions @ .37 sq.ft. Gross floor area	.37/\$150	.50/4250.00
Inspector of Wires - Residential		
New Dwelling (inc. modular) above service – 3 inspections max.	1% or \$150	1% /\$200
New Dwelling (inc. modular) under service – 4 inspections max.	1% or \$200	1% /\$250
New Service Work or Repair – 1 inspection max.	\$ 70.00	1%/\$100
New Service Work or Repair	\$ 90.00	1%/\$150
Rewire Dwelling, Service not included – 2 inspections max.	1%/\$100.00	1%/\$150
Garage, Sheds, Barns – Unfinished walls – 1 inspection max.	\$ 60.00	1%/100
Garage, Sheds, Barns – Finished walls – 2 inspections max.	\$ 80.00	1%/\$150
Temporary Service or Service Breakdown – 2 inspections max.	\$ 75.00	\$ 100.00
A/C, Heating, Major Appliance, Pumps – 1 inspection max.	\$ 60.00	\$ 75.00
Reconnect Meter – 1 inspection max.	\$ 70.00	\$ 80.00
Alarms – 2 inspections max.	\$ 75.00	\$ 100.00
Swimming Pools – Above – 1 inspection max.	\$ 50.00	\$ 100.00
Swimming Pools – In-ground – 2 inspections max.	\$ 150.00	\$ 200.00
Beach Inspections – (does not include work to be done) – 1 inspection max.	\$ 40.00	\$ 100.00
Additional Wiring Recept, Switches, Lights – 1 inspection max.	\$ 60.00	\$ 80.00
Additional Wiring Recept, Switches, Lights – 2 inspections max.	\$ 80.00	\$ 100.00
Voice Data – 1 inspection max.	\$ 50.00	\$ 100.00
Generators, Turbines, Solar Panels – 2 inspections max.	1% or \$95	1%/\$150
Trench	\$ 75.00	\$ 100.00
Inspector of Wires - Commercial		
Service, New, Increase, Relocate, Temp – 1 inspection max.	1% or \$80.00	1%/100
Service, New, Increase, Relocate, Temp – 2 inspections max.	1% or \$100.00	1%/200
Reconnect Meter – 1 inspection max.	1% of \$80.00	\$ 100.00
Signs – 1 inspection max.	1% or \$60.00	1%/100
Heating, Alarm, Voice Data - 1 inspection max.	1% or \$90.00	1%/\$150
Yearly Maintenance Fee - 4 inspections max	1% or \$175.00	1%/\$250
Additional Wiring Recept., Lights, Etc. - 1	1% or \$60.00	1%/\$100
Additional Wiring Recept., Lights, Etc. - 2 inspection ma	1% or \$100.00	1%/\$150
Fixtures (1-5) - 1 Inspection Max.	1% or \$50.00	1%/\$250
New Addition or Alterations (based on total labor & materials) - 2 inspections max	1% or \$150.00	1%/\$250
Plumbing & Gas Permits – Residential		
Residential – Plumbing and/or Gas – up to 1 inspection	\$40 + \$15 per fixture	\$65 + \$15 per fixture
Generator – Gas – up to 2 inspections	\$ 120.00	\$ 150.00
Plumbing & Gas Permits - Commercial		
Commercial – Plumbing and/or Gas – up to 2 inspections	\$70 + \$20 per fixture	\$100 + \$20 per fixture
Generator – Gas – up to 2 inspections	\$ 150.00	\$ 200.00

TOWN OF WESTPORT

816 Main Road

Westport, MA 02790

The Coastal Agricultural Resource of New England
Office of the Board of Selectmen

Tel. (508) 636-1003
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Town Administrator
James K. Hartnett

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

Date: December 18, 2023

1. Grant Award Notification

The Town of Westport was notified of a grant award in the amount of \$146,875 from the State Community Compact Program. This project aims to modernize the procedures of the Planning Office, Board of Health, Zoning Board of Appeals, Building Department, Fire Department, Select Board, Harbormaster, Town Clerk, and Conservation Office with an online permitting portal and inspection scheduling services. The Town's portal would be represented by 5 modules: Permitting, Planning and Zoning, Business Licensing, Code Enforcement, and Fire Safety. This grant was put together by Michael Burris with help from Keith Novo.

2. Sailboat

Chris Capone notified the office that DCR has contracted with a hazmat salvage company that will be on Horseneck Beach within the next week or two to remove the abandoned sailboat that washed ashore on October 21, 2023.

3. Appointments

The swearing in of the new Fire and Police Chiefs will take place the beginning of January, the departments are still working out the details. Information will be posted on the website when it becomes available. Congratulations to Dan Baldwin and Chris Dunn.

4. Paving

The Town Hall parking lot and some of the gravel drives in the cemetery were paved last week. Chris Gonsalves and the Highway Department were able to add this work to the yearly construction contract to take advantage of competitive pricing. FY24 Town meeting approved funding for the Town Hall work and the Select Board had approved use of perpetual care funds for work in the cemetery.

5. Old High School

The town continues to work with Umass Dartmouth on the potential use of the Old High School for temporary furniture storage while Umass renovates one of their classroom buildings.