

**BOARD OF SELECTMEN  
MONDAY, DECEMBER 4, 2023  
2<sup>nd</sup> 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. 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. Donna Lambert v Town of Westport - discussion

**2. Public Hearings – 6:05PM**

- a. Pursuant to MGL Ch. 40 Section 56, discussion with Assessors for the percentage of local tax levy to be borne by each class of property for Fiscal Year 2024.

**3. Appointments and Resignations**

- a. Request from Deputy Police Chief John Bell to accept his letter of retirement effective January 6, 2024.
- b. Request from the Infrastructure Oversight Committee to re-appoint Joseph Amaral to the committee.
- c. Request from the Energy Committee to appoint Brian Valcourt to the committee.

**4. Licenses/Permits**

- a. Request to approve the previously held permits:
  - Bayside Restaurant – Common Victualler and Liquor
- b. Request from Robert J. Desmarais, dba Desmarais Auto Wrecking and parts to amend the Class III Motor Vehicle Junk License, 560 Highland Ave.
- c. Request from the Acoaxet Club Inc. and Acoaxet Club Inc. d/b/a The Pro Shop accept the change of Directors for 2024, from Michelle Carney to Patricia Barnes, Alicia Patterson to Mary Berg and Marie Woollam to Elizabeth Opie.

**5. Action Items**

- a. Request to approve the Energy Management Services Assessment Agreement with Banks II Quan & Associates, Inc.
- b. Request to post the Cemetery Foreman Position
- c. Request from the Town Hall Employees to hold a Christmas Potluck Luncheon on Wednesday, December 20<sup>th</sup>, and to close the Town Offices for an hour in order to participate in the luncheon.
- d. Request from Betty Slade and Robin Winters to replace the Mariners Lost at Sea Monument at Westport Point.
- e. Request from the school department to approve an additional \$25,794 of American Rescue Plan Act Funds for two passenger vans.
- f. Request from the Council on Aging to accept the following donations, totaling \$893.70:

\$20	Nancy Kelly	Tech Help
\$100	Geri Fortier	Vets Breakfast

\$25	Janice Goulet	Equipment Loan
\$50	Veronica Barreiro	In Memory of Arthur Anctil
\$300	Carol Tripp	In Memory of Arthur Anctil
\$50	Valerie Gordon	In Memory of Arthur Anctil
\$103.70	Friends of Westport Council on Aging	Yoga Boosters
\$45	David Severs	Tech Help
\$25	Dawn Campbell	Tech Help
\$40	Nadine Kaegel	Tech Help
\$10	Anonymous	Best Use
\$100	Mike Mccarthy	Tech Help
\$25	Will & Nancy Syde	Outreach

- g. Request to approve the Snell Creek Conservation Restriction, 559 Main Road.
- h. Request from Planning Board to initiate amendments to the Town Zoning By-Laws for consideration at the 2024 Annual Town Meeting relating to Short Term Rentals and Bed & Breakfast establishments

**6. Discussion**

- a. Town Broadband Update
- b. Budget Update

**7. Town Administrator Report**

**8. Approve Minutes**

- a. November 20, 2023

**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.**

**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 [Hartnett.J@Westport-ma.gov](mailto:Hartnett.J@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 \*\***

# 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  
Fax. (508) 636-1147

Town Administrator  
James K. Hartnett

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

Date: December 4, 2023

## 1. Notification of Final Assessment Certification

The Town of Westport was notified by the Bureau of Local Assessment, DOR that the locally assessed values of real and personal property in Westport satisfy the requirements for certification. New Growth for Fiscal Year 2023 is estimated to be approximately \$675,000.

## 2. Town Farm Repairs

The Town and Community Preservation Committee received bids for minor repair work on the Town Farm Building and the Contract will be awarded to Full Scope Contracting, Inc. Thanks to Tony Millham and Michael Walden along with the CPC for moving this project forward.

## 3. Short Term Rentals

The Short Term Rental Committee has submitted draft zoning by-law changes to the Planning Board for review. Changes also include regulations relating to Bed and Breakfast establishments. If the Planning Board decides to move forward they will hold a public hearing on the zoning amendments and present a report to Town Meeting in May.

## 4. Fees

Departments have completed a review of their permitting fees and have recommended various changes. These changes will be posted on the website next week with a fee hearing tentatively scheduled for December 18, 2023.

## 5. Candidates Guide

Town Clerk, Kristin Stinson prepared a comprehensive candidates guide for the April 9, 2024, Town Election. The guide lists all positions that will be on the ballot, important dates and descriptions for the elected offices. The guide also includes information on Nomination Paper requirements, Campaign Finance references and Rules Governing Election Day Activities. This will be posted on the Town Clerk's web page.