

**BOARD OF SELECTMEN  
MONDAY, DECEMBER 19, 2022  
2<sup>nd</sup> FLOOR MEETING ROOM  
TOWN HALL  
816 MAIN ROAD  
6:00PM**

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

**Acknowledgments & Recognitions**

**1. Public Hearings**

**2. Licenses/Permits**

**3. Appointments and Resignations**

- a. Request to accept the resignation of James Watterson from the Zoning Board of Appeals, effective immediately, request dated December 1, 2022.
- b. Request from Bernadette Oliver to appoint Kristin Stinson as Assistant Town Clerk, effective January 3, 2023.

**4. Action Items**

- a. Request from Carol Freitas; Veterans Agent to accept the following donations:  
Judy & Steven Marshall, \$100, Veterans Food Pantry  
Multiple anonymous donors, \$45, for Veterans Christmas Basket distribution  
Angelo Latini, \$50, for Veterans Christmas Basket distribution  
Simone Blanchette, \$100, Veterans Christmas Basket distribution  
Gerald & Janet Pichette, \$100, Veterans Food Pantry  
James Coyne, \$100 for Veterans Food Pantry  
William R & Rosayne Saccone, \$200, Veterans Food Pantry  
Geraldine Fortier,(5) \$20 gift cards for Veterans Christmas Basket distribution  
Multiple anonymous donors, (30) \$20 gift cards for Veterans Christmas Basket distribution  
Paul Durette, (5) \$20 gift cards for Veterans Christmas Basket distribution
- b. Request from Beverly Bisch, COA Director to approve the Meal Site Manager Job Description, approved by the Personnel Board on February 17, 2022.

**5. Discussion**

- a. FY24 Budget Discussion
- b. Town Clerk's Office Discussion

**6. Town Administrator Report**

**7. Approve Minutes**

- a. December 5, 2022

**8. Report on Bill Warrant**

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

**10. Comments and Statements**

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

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

**13. 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. Approve Minutes: December 5, 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.

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

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 19, 2022

## 1. Transfer Station and Cemetery

The Department of Labor Standards (DLS) has reviewed the actions taken by the Town of Westport addressing deficiencies at the Transfer Station and the Cemetery Department and found the responses satisfactory. Both facilities now have bathroom facilities with heat and light, security fencing height has been addressed and the small gas tanks have been replaced. Portable restrooms will remain at the transfer station and the cemetery will utilize portable facilities until the permanent restroom and septic system can be installed.

## 2. Beacon Wind Offshore Wind Project

The Bureau of Ocean Energy Management (BOEM) has notified the Town of the proposed Beacon Wind Project and is inviting the Town to be a consulting party to the Project. By becoming a consulting party the Town will be actively informed of steps in the review process, including public meetings, and participation. It does not appear that this project will have a direct impact on the Town of Westport but a request has been made to include Westport as a consulting party.

## 3. Firefighter Safety Equipment Grant Program

The Executive Office of Public Safety and Security and the Department of Fire Services (DFS) has awarded the Town of Westport \$19,000 in State Fiscal Year 2023 funding for the Firefighter Safety Equipment Grant Program. The Fire Department along with many other Town Departments have been actively pursuing grants to update equipment and offset costs. Competitive Grant applications take time and expertise to complete and additional resources are needed to administer grants and prepare reporting and closeout documents.

## 4. Department of Telecommunications and Cable

The Town of Westport received notice from the Department Secretary, Shonda D. Green that the Charter Communications license with the Town expires on June 6, 2023. A written report on the status has been requested and forwarded to the Cable Advisory Committee.

## 5. Town Hall Holiday Hours

Wednesday, December 21, 2022 – Closed: Noon-2:00 p.m.  
Friday, December 23, 2022 – Buildings Close at 11:30 a.m.  
Monday, December 26, 2022 – Closed  
Friday, December 30, 2022 – Buildings Close at 11:30 a.m.  
Monday, January 2, 2023 - Closed

