

**AGENDA  
BOARD OF SELECTMEN**

**REMOTE PARTICIPATION**

**Monday June 8, 2020  
6:00 PM**

**DUE TO THE ONGOING COVID-19 CORONA VIRUS OUTBREAK,  
TOWN BUILDINGS are CLOSED to the PUBLIC BY EMERGENCY ORDER  
THIS MEETING WILL BE BY REMOTE PARTICIPATION ONLY**

INTERESTED PARTIES ARE WELCOME TO PARTICIPATE:  
YOU CAN JOIN BY COMPUTER: <https://meet.google.com/ace-tajh-etx>  
OR DIAL IN by phone : 510-761-7508 enter PIN when asked: 981 327 222#  
*PLEASE JOIN 10 minutes early so the meeting can begin on time.*

**6:00 p.m. Call To order & 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. A reminder that persons who would like to listen to or view this meeting while in progress may do so by following the remote links listed on the posting above. An audio recording of this meeting will be posted on the town's website as soon as we are able.

**1. Acknowledgments & Recognitions**

- a. Recognition of Sharon Potter's service to the Town on the occasion of her retirement.

**2. COVID-19 Update**

**6:05 p.m.**

**3. Action Item – Public Hearing**

Consider a \$30 (under 65) and \$15 (65 & over) fee for residents to park vehicles at the Horseneck Point Landing for the 2020 season effective June 8, 2020 subject to conditions as required for beach passes.

**4. Action Items**

- a. Authorize Old Soul Gardens to hold a community outreach event.
- b. Approval of an Employment Agreement for Sue Brayton as Interim Town Treasurer.
- c. Approve change order for Route 6 Sewer Project preliminary design by Kleinfelder.
- d. Request from the Planning Board for comments on plans:
  - 1). Site plan modification to 999 Main Road, parking area modifications.
  - 2). Low Impact Site Plan and Special Permit for Map 46, Lot 8, 9C on the west side of Division Road, owned by John & Marie Ciccotelli for a request to build a large scale solar energy system of approximately 2.1 megawatts.
- e. Accept donations for the food pantry through the Recreation Department totaling \$6,852.81 from: Westport Food Co-Op - \$1,952.81; Marjorie Cadoret & Kathleen Gallant - \$50, Thomas & Joan Coughlin - \$50; A.I. & R.P. Huff - \$100; St. Andrew's By-the-Sea Episcopal Church (Rectors Discretionary Fund from Rev. Lynn D. Orville, Rector) - \$500; Philip Weinberg & Deborah Weaver - \$50; Hanna Bartlett - \$500; Nativity Preparatory School New Bedford (in

memory of Geraldine Millham) - \$50; Dorothy Shattuck - \$300; Edith Borden - \$200; Richard & Audre Manchester (Rev. Trust) - \$50; Anne Snyder - \$500; Westport Monthly Meeting - \$500; Susan Mello Szekely - \$100; Nancy Rossiter Mobley - \$250; Richard Mobley - \$250; James Rosenfeld & Sharon Nolan (in memory of Geraldine Millham) - \$100; J. Michael Lennon & Donna Pedro Lennon - \$50; John & Susan Branco - \$50; Daniel George & Christine Ash (in memory of Geraldine Millham) - \$100; Country Woolens Inc. - \$400; Ann Squire (2016 Revocable Trust) - \$100; Terrance & Charlene Connolly - \$200; Catholic Financial Life (Chapter 441) - \$400; Laura Medeiros - \$50.

## 5. Discussion

- a. Town Building Re-opening
- b. Extension of premises to patio and outdoor areas for Section 12 liquor license holders.
  - 1). Request from Westporter for guidance on the matter.
- c. Town Meeting Location & Date
- d. Town Meeting Warrant
  - 1) Re-Open Warrant
  - 2) Consider Postponement of non-critical articles
  - 3) Consider Addition of new articles
    - a). Review and approve article to transfer a sum of money into the Stabilization Fund.
    - b). Review and approve article to make the elected position of Tax Collector an appointed position.
    - c). Review and approve article regarding 497 Old County Road Special Legislation
    - d). Review and approve article to authorize a taking of land off of Old County Road
    - e). Personnel Ordinance Amendment reduce vacation to 25 days.
- e. FY21 Budget

## 6. Licenses

- a.. Request from S& K Auto to extend their Class II Auto Sales license through September 1, 2020 located at 1121 State Road.
- b. Weatherlow Farms One Day Liquor License and Entertainment License request for Summer Picnic Series on July 2, 9, 16, 23 & 30 and August 6 & 15<sup>th</sup> (*Continued from May 26*).

## 7. Appointments and/or Resignations

- a. Accept resignation of Mitchel Aho, from the School Building Committee.
- Requests for the following re-appointments and first time appointments (where indicated):**
- b. **Assistant Wiring Inspector:** William R. Plamondon, Dame Winship. (1-year term).
  - c. **Alternate Per-diem Wiring Inspector:** Paul Burke, Roland Charon, Samuel Ferreira (1-year term).
  - d. **Head Plumbing and Gas Inspector:** Joseph Ferreira (1-year term).
  - e. **Assistant Plumbing & Gas Inspector:** Jason Camara (1-year term).
  - f. **Bike/Walking Path Committee:** Keith MacDonald, Gail Rodriques, Mark Hosley, Steve Ouellette and Bette Low (1-year term).
  - g. **Cable Advisory Committee:** John E. Miller, Donald Krudys (1-year term).
  - h. **Capital Improvements Planning Committee:** Muriel Kokoszka (1-year term).
  - i. **Council on Aging:** Muriel Kokoszka (1-year term).
  - j. **Community Preservation Committee:** John Bell, Dale Weber, Betty Slade (1-year term at-large members).
  - k. **Cultural Council:** Merri Cyr, Lucy Tabit, Carol Vidal (3-year term).
  - l. **Life Guards:** Evan Audette, Max Trojano, Julia Vasconcelos, Miranda Howayeck, Sam Trojano, Alisha Rego, Nicholas Howayeck and Xander Schenck. New Life guards: Katelyn Harrinton and Jacob Milan.

- m. **Registrar of Voters Republican Town Committee:** Arthur Caesar, Nancy Cook and Josephine K. Coleman (3-year term).
- n. **School Building Committee:** Thomas Aubin.

8. **Town Administrator Report**

9. **Minutes**

10. **Bill Warrant**

11. **Selectmen Liaison Committee Reports**

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

13. **Board Members Suggestions for Future Agenda Discussion / Action**

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

15. **Question & Answers.**

16. **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 unions: AFSCME American Federation of State, County & Municipal Employees Highway Union, WPA Westport Police Association.
  - b. approve Executive Session Minutes.

**Adjournment**

*Original posting with Town Clerk was on June 4, 2020 at 3:39 pm*

**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 (BOS Rep).

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

Agricultural Commission Alternate – 2 Vacancies.

Bike / Walking Path Committee - 2 vacancies.

Board of Appeals – 1 associate member vacancy.

Capital Improvements Planning Committee – 2 vacancies (Business, Construction Reps).

Cultural Council – 1 vacancy.

Energy Committee – 1 vacancy.

Fence Viewers – 1 vacancy.

Personnel Board – 2 vacancies.

Recreation Commission – 2 vacancies.

Safety Regulation Board - 1 vacancy.

Tax Incentive Program Committee (2 vacancies – Planning Board Rep and Westport Economic Development Task Force Rep).

Westport Citizen's Betterment Committee – 1 vacancy.

Westport Cultural Council 1-vacancy (seat vacated 2/3/20).

**\*\* 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 Community of New England

Office of the Board of Selectmen

Tel: 508-636-1003

Fax: 508-636-1147

Town Administrator

Timothy J. King

To: Board of Selectmen  
From: Tim King, Town Administrator *TK*  
Subj: Bi-Weekly Report  
Date: June 5, 2020

### **Item # 1 – Town Buildings Re-Opening**

The town continues with the process of implementing the steps necessary to re-open. This includes signage, employee training, provision of PPE for employees, and sanitization protocols.

### **Item # 2 – FEMA Flood Plain Maps Approval**

FEMA has taken the action of rescinding the new flood plain maps. This means the town doesn't have to comply with the July 22 approval date deadline. FEMA will be adopting new maps in the future.

### **Item # 3 – New School Bond Sale**

Attached is a pro-forma for the new school debt service. The town will pay interest on the BAN due in October, 2020 and the first interest payment in May 2021. The debt service costs for FY 2021 will be less because of postponing the bond sale until the Fall, 2020.

### **Item # 4 – FY 2021 Municipal Budget**

The FY 2021 Covid Modified Municipal Budget has been completed and will be sent to the Board this week-end. The budget includes significant cuts in staff and service. The FY 21 Town Services Budget is \$342,000 less (-3%) than the current fiscal year. The amount recommended for the Westport Schools is \$410,000 less (-2%) than their budget in FY 2020.

### **Item # 5 – FY 2021 – Interim Budget**

With the assistance of the Town Accountant's Office a 1-Month budget to keep the Town departments and services running after June 30, 2020 has been prepared. This budget, covering the month of July, will need to be approved by the Board of Selectmen and sent to the Mass Department of Revenue for approval.

### **Item # 6 – Covid-19 CARES Act Relief Act Grant**

Town staff led by Matt Armendo and Nicole Pearsall have been working diligently working on the Town's grant application for up to \$1.4M. Fortunately the submission date has been postponed until June 12.

### **Item # 7 – Lockbox**

The Town Collector/Treasurer and I are working on an RFP for Lockbox Services. Those will be completed by next week and notices sent out to vendors.

### **Item # 8**

#### Monthly Reports

Attached are monthly reports from Veteran's Services and Assessing Department.