

**AGENDA
BOARD OF SELECTMEN**

REMOTE PARTICIPATION

**Monday July 13, 2020
6:00 PM**

**DUE TO THE ONGOING COVID-19 CORONA VIRUS OUTBREAK,
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#

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 on line. An audio recording of this meeting will be posted on the town's website as soon as we are able.

1. Acknowledgments & Recognitions

- a. Former Board of Health Principal Clerk, Betty Mackewitz passed away 6/19/20.
- b. Former Town Accountant, Katherine "Kitty" Benoit who passed away on 6/20/20.
- c. Citation for Lucy Tabit, from Paul Schmid for 2020 Commonwealth Unsung Heroine Award.

6:05 p.m.

2. PUBLIC HEARING

Fee increases for the building Department consider the following increases in Building Department fees effective July 14, 2020: See separate page attached.

6:10 p.m.

3. COVID-19 Update

4. Discussion

- a. Town Building Re-opening.
- b. Town Meeting Update.
- c. FY 21 Budget discussion with School Superintendent.
- d. Town Meeting Warrant Recommendations.

6:15 p.m.

5. Action Items

- a. Request from Gnome Surf to utilize Cherry & Web Beach and parking spaces for children's surf program for Sundays from 5-8 for 10-13 cars and weekdays and Saturdays for 2-3 daytime 1-to-1 lessons on 2-3 days for 2 cars at a time.
- b. Request from David Trauterman to park 20-25 cars on Bridge Street from 5-6pm August 15, 2020, rain date August 22, 2000 for a wedding at the beach.

- c. Request from Andrew Steinke for a renewal of two beach passes for Beach Avenue to access his property.
- d. Accept donation from the Westport Commission on Disabilities to the Veteran's Office Gift account for \$1,000.
- e. Accept donations for the food pantry through the Recreation Department totaling \$625.00: James & Edwina Cronin - \$300; Paul Cronin - \$200; Diana Taber - \$25; Douglas Vrona, D.M.D. - \$100.
- f. Police Department request to lower speed limit to 30mph on Old Harbor Road, Charlotte White Road and Sanford Road.
- g. Police Department request to place a "No Parking This Side" sign on west side of Pleasant Street.
- h. Approve Town Administrator's Employment Agreement for FY21
- i. Approve Amendment to Employment Agreement with the Director of Public Health.
- j. Approve Amendment to Employment Agreement with the Board of Selectmen Administrative Assistant.
- k. Approval of Local Official Bond for Town Clerk Bernadette Oliver in the amount of \$15,000.
- l. Approve transfer request for \$50K from Police Department personnel services to General expenses.
- m. Approve transfer request for \$25K from Planning Department personnel services to Board of Selectmen grant matching expenses.
- n. Approve and endorse Chapter 90 Reimbursement request.

6. Appointments and/or Resignations

Requests for re-appointments and first time appointments (where indicated):

- a. **ADA Transition Plan Committee:** Brian Gallagher; Anders Newcomer; Richard Brewer (BOS Rep), Dr. Gary Reese (School Super.), Michelle Orlando (School Com. Rep), Gary Carreiro (FinCom Rep) and Cynthia Brown (new FinCom Rep) (1-year terms).
- b. **Agricultural Commission:** Sherilyn F. Mahoney (1-year term for alternate).
- c. **Agricultural/Open Space Preservation Trust Fund Council:** Brian Valcourt (BOS Rep) (3-year term).
- d. **Bike/Walking Path Committee:** Steven J. Ouellette (BOS Rep.) (1-year term).
- e. **Bristol County Commissioner Advisory Committee:** Richard Brewer (BOS Rep).
- f. **Buzzards Bay Action Committee:** Brian Valcourt, James K. Hartnett (alternate) (1-year terms).
- g. **Cable Advisory Board:** Melissa Pacheco (School Com. Rep), Steven J. Ouellette (BOS Rep) (1-year term).
- h. **Camping Ground Committee:** Brian Valcourt (BOS Rep) (1-year term).
- i. **Capital Improvement Planning Committee:** **Timothy King (Town Administrator)**, Thomas Schmitt (FinCom Rep), Michelle Orlando (School Com. Rep), James K. Hartnett (Alternate TA) Richard Brewer (BOS Rep) (1-year term).
- j. **Citizens for Citizens:** Ronald E. Costa (1-year terms).
- k. **Commission on Disabilities:** Richard Grundy and Susan Sherman (1-year term).
- l. **Community Preservation Committee:** Timothy Gillespie (RecCom Rep), Hugh Morton (FinCom Rep) (3-year terms).
- m. **Economic Development Task Force:** Stephen J. Ouellette (BOS Rep), Timothy King (Ex-Officio), James K. Hartnett (Alternate TA) (1-year terms).
- n. **Educational Fund Committee:** Susan Brayton (Treas.), Gary Reese (School Super.), Nancy Tavares (School Com. Rep). (1-year Term).
- o. **Energy Committee:** Carrol "Buzz" Brownlee, Charles "Buzzy" Baron (FinCom Rep), Rick Malis, A. Max Kohlenberg, Walter Barnes and Brian T. Valcourt (BOS Repr) (1-year terms).
- p. **Fence Viewer:** Donald Davidson (3-year term).
- q. **Harbor Advisory Committee:** John Azevedo, John W. Borden Jr., Edward Carey, Alexander Preston and Milton Adams (1-year terms).
- r. **Assistant Harbormasters:** Richard B. Earle, Asa Beaumont Mills, Ransom Morse, Jonathan Paull, James Perry, Gary Tripp, Glenn Tripp, Joshua Mosher and Richard Hart (non-paid volunteer) (1-year terms).
- s. **Historical Commission:** Caroline Bolter (3-year term).

- t. **Joint Transportation Planning Group:** James K. Hartnett (1-year term).
- u. **Long Term Planning Town Building Evaluation Committee:** William Gifford, Robert Rebello, Donald Davidson Jr. (3-year term).
- v. **Parking Enforcement Officer:** Christopher Leonard (1-year term).
- w. **Public Safety Staffing Committee:** Richard Brewer, Selectman Representative, Timothy King, Town Administrator, Hugh Morton (FinCom), Keith A. Pelletier, Chief of Police and Brian R. Legendre, Fire Chief (1-year terms).
- x. **Public Weighers:**
 - 1). From Mid-City Steel: Ana Hubright, Mark Gitlin, Abraham Melendez, Chris Kessing, and Leonardo Reis;
 - 2). From Excel Recycling: Scott Smith and Charlene Garcia;
 - 3). From A & E Metals: Eric Abate, Amy Abate, Amber Abate, Meagan Silva, Paulo Chaves and Tiffany Briere, (1-year terms).
- y. **Recreation Commission:** Timothy Gillespie (3-year term).
- z. **Safety Regulation Board:** Steven J. Ouellette (BOS Rep) & Christopher Gonsalves (Highway Surveyor) (1-year terms).
- aa. **Shellfish Advisory Committee:** John W. Borden, Dora Atwater Millikin, Ronald P. Savaria, Richard E. Smith and Kenneth Manchester (1-year terms).
- bb. **Deputy Shellfish Constable:** Ransom Morse (3-year term).
- cc. **SRPEDD:** Steven J. Ouellette (BOS Rep) (1-year term).
- dd. **SRTA – BOS Representative:** Brian Valcourt; Alternate: James K. Hartnett (1-year terms).
- ee. **Sworn Liquor Licensing Agent to the Board of Selectmen:** Lt. Paul Holden (1-year term).
- ff. **Tax Incentive Program Committee –** Steven J. Ouellette (BOS Rep), Sue Ann McDermott (Assessor’s Rep), Susan Brayton (Treas.), Charles Baron (FinCom Rep) and Cynthia Brown (1-year terms).
- gg. **Westport Economic Development Task Force:** Steven J. Ouellette (BOS rep), Timothy King, (Ex-Officio Member); James K. Hartnett (Alternate to Administrator); James Coyne; Ben Wolbach and Maurice E. May (1-year terms).
- hh. **Veterans Service Agent:** Carol Freitas (1-year term).
- ii. **Sealer of Weights and Measures:** Raymond White (1-year term).
- jj. **Parking Enforcement Officer:** Christopher Leonard (1-year term).
- kk. **Citizens for Citizens Representative:** Ronald Costa (1-year term).
- ll. **Sworn Liquor Licensing Agent to the Board of Selectmen:** Lt. Paul Holden (1-year term).
- mm. **Custodian of the Tax Title Properties:** Susan Brayton
- nn. **SMHG Representative:** Timothy J. King and alternate Susan Brayton.
- oo. **MBTA’s Growth Management Task Force – BOS Rep.:** Steven J. Ouellette.
- pp. **Principal Records Access Officer:** Bernadette Oliver, Town Clerk.

7. Town Administrator Report

8. Minutes

9. Bill Warrant

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

11. Boards/Committees/Commissions Vacancy List

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

13. Question & Answers.

Adjournment

Original posting with Town Clerk was on July 9, 2020 at 3:36 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).

Energy Committee – 1 vacancy.

Fence Viewers – 1 vacancy.

Personnel Board – 2 vacancies.

Recreation Commission – 3 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.

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

July 13, 2020

6:05pm PUBLIC HEARING

Fee increases for the Building Department consider the following increases in Building Department fees effective July 14, 2020:

INSPECTOR OF WIRES PERMITS FEES: RESIDENTIAL

ITEM	OLD FEE	NEW FEE	No of insp.
NEW DWELLING (inc. modular) above ser.	1%-125	150	3
NEW DWELLING (inc. modular) under ser.	1%- 160	200	4
NEW SERVICE WORK OR REPAIR - 1 Insp.	70	80	1
- 2 Insp.	90	100	2
SWIMMING POOLS ABOVE	40	50	1
SWIMMING POOLS IN GROUND	70	95	2
RE INSPECTION OR ADDITIONAL INSPECTION	50	75	1
GENERATORŞ TURBINES, SOLAR PANELS	1% 75	95	2

INSPECTOR OF WIRES PERMITS FEES: COMMERCIAL

YEARLY MAINTENANCE FEE	1%MIN175	200	4
GENERATOR, TURBINES, SOLAR	1% MIN 150	175	1
RE INSPECTION OR ADDITIONAL INSPECTION	50	75	1
SUBDIVISION PRIMARY POWER LAYOUT	1% MIN 150	175	3

PLUMBING AND GAS PERMIT FEE SCHEDULE: RESIDENTIAL

ITEM	PLUMBING & GAS	NO OF INSP.	OLD FEE	NEW FEE
Residential	Plumbing and/or Gas	UP to 1	\$35.00 plus 10/fixture	\$40.00 plus 15/fixture
Generator. Please don't forget to check off test.	Gas	UP to 2	\$35.00 plus \$75.00	\$40.00 plus \$75.00
Reinspection, consultation and/or Adcl'l Insp	Plumbing and/or Gas	FLAT FEE	\$50.00 (1 INSPECTION)	\$75.00 (1 INSPECTION)

PLUMBING AND GAS PERMIT FEE SCHEDULE: COMMERCIAL

Commercial	Plumbing and/or Gas	UP to 1	\$60.00 plus \$15/fixture	\$70.00 plus \$20/fixture
Generator. Please don't forget to check off test	Gas	UP to 2	\$60.00 plus \$75/fixture	\$70.00 plus \$75/fixture
Reinspection, consultation and/or add'l insp.	Plumbing and/or Gas	FLAT FEE	\$50.00 (1 INSPECTION)	\$75.00 (1 INSPECTION)



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 *TJK*
Subj: Bi-Weekly Report
Date: July 10, 2020

Item # 1 – Town Buildings Phase III Re-Opening

The town continues with the process of implementing the steps necessary to re-open. Town Hall and the Annex are open to the public. The public is encouraged to come to the Town Hall and Annex only if their business makes their presence necessary. All members of the public must be masked.

Item # 2 – COVID-19 Compliance Costs New School Project

Senator Rodrigues was able to include a \$150,000 earmark in the Supplemental Budget to cover the COVID-19 costs incurred by the contractor for the new school. Without the earmark the Town would have to cover the costs with the COVID CARES Relief Act funds designated for Westport.

Item # 3 – Algonquin Gas-Update

In my last report I mentioned that Algonquin Gas is planning on doing some repairs to the interstate pipeline. A section of this pipeline goes through Westport. They have since sent an update because of additional work that will need to be completed. Letter attached.

Item # 4 – Deficit Spending Authority

Attached is the authorization from the Mass DOR for a one-month budget July, 2020.

Item # 5 – Monthly Reports

Attached are monthly reports from Cemetery Department, Highway Department, Senior Center, and Town Accountant.