

Minutes of the Town of Westport Regular Board Meeting on May 24, 2016

The meeting was called to order by Supervisor Tyler at 3:00 p.m.

The Assembly was led in the Pledge of Allegiance.

Members present on a roll call were:

Councilperson Page
Councilperson Viens
Councilperson Morrison
Supervisor Tyler
Excused: Councilperson Paquette

Others present:

George Hainer, Zoning & Codes Officer
Julie Schreiber, Town Clerk
Dennie Westover, DPW Superintendent
Ed Mason, Youth Commission Director
James Herrmann

RESOLUTION #115 MINUTES MAY 10, 2016

On a motion by Councilperson Viens, seconded by Councilperson Page, and approved on a roll call vote.

4 Ayes Page, Viens, Morrison, Tyler
0 Nays

RESOLVED to accept the minutes of the May 10, 2016 Regular Board Meeting with a change in the Forester paragraph. “Comprehensible” will be changed to “comprehensive.”

COMMITTEE REPORTS

YOUTH COMMISSION – Ed Mason provided an update. Tumbling classes have ended and Creative Writing, Improv Theatre, and Bidy Baseball will all end in early June. The Summer Program is set up; the hiring is complete and paperwork has been approved by the Department of Health. The May 9th meeting with the Essex County Youth Board was cancelled, but Ed will attend the next one on September 12th.

TOWN HALL RENOVATION – There is a meeting at 8:00 tomorrow morning with the architects.

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OLD BUSINESS

WEBPAGE – Jan Cohen was hired at the last meeting. He has all the necessary information to begin work and his first payment is included in today’s bills. The domain name, which expires early June, must be renewed using a credit card. The town does not have one, so Supervisor Tyler would like to use his personal card.

RESOLUTION #116
DOMAIN NAME RENEWAL

On a motion by Councilperson Morrison, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Viens, Morrison, Tyler
0 Nays

RESOLVED to authorize Michael Tyler to use his personal credit card to pay the renewal fee for the town’s domain name.

ROLLING HILLS CERTIFIED WATER PERSON – Supervisor Tyler stated that a water person would be required to do weekly chlorine tests and monthly bacteria tests. He spoke with Dave Mann and a contract may not be needed after all. They will further discuss the issue before any action is taken.

NEW EMPLOYEE – Three interviews were held last week for the part time laborer position.

RESOLUTION #117
HIRE PART TIME LABORER

On a motion by Councilperson Viens, seconded by Councilperson Morrison, and approved on a roll call vote.

4 Ayes Page, Viens, Morrison, Tyler
0 Nays

RESOLVED to hire Steven Mitchell from May 31, 2016 to September 30, 2016 for 30 hours per week at \$10 per hour.

NEW BUSINESS

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RESOLUTION #118
APPROVAL OF BILLS

On a motion by Councilperson Viens, seconded by Councilperson Page, and approved on a roll call vote.

4 Ayes Page, Viens, Morrison, Tyler
0 Nays

RESOLVED to authorize the payment of bills on Abstract 5B in the amount of \$84,409.70 for Vouchers 2016-295 through 2016-313.

DPW SUPERINTENDENT REPORT – At the last meeting Dennie was authorized to spend up to \$2400 on tires for the excavator. He obtained three quotes that all include tires, tubes, caps, and installation fees. Dennie would like to make the purchase from Pete’s Tire Barn, the least expensive option.

RESOLUTION # 119
EXCAVATOR TIRE PURCHASE

On a motion by Councilperson Morrison, seconded by Councilperson Viens, and approved on a roll call vote.

4 Ayes Page, Viens, Morrison, Tyler
0 Nays

RESOLVED to authorize the purchase and installation of tires from Pete’s Tire Barn for \$2832.

DPW REPORT CONTINUED – On the issue of paving Main Street, Supervisor Tyler had a meeting last week to discuss how to fix the high curb. Dennie mentioned a problem area at the crosswalk in front of the bank. It may be possible to get help from the state; it is still in discussion and we are waiting on a response.

The CHIPS project has started on Mountain Spring Road. Mowing has started and they should have inmates to help with the cemeteries on Thursday.

Dennie referenced the earlier discussion and asked why the town can’t have a charge card. He stated that it would make purchasing from certain companies much easier.

George Hainer said that we would have to read the comptroller’s opinion on it.

Supervisor Tyler will do research and see what other towns are using.

SUPERVISOR’S COMMENTS – The town received a copy of ACAP’s community assessment report. The report illustrates the organization’s impact on the community.

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Annie McKinley would like to use the old school house for her daughter's wedding ceremony this fall. This would require a facilities use form and a copy of their homeowners insurance.

RESOLUTION #120
MCKINLEY WEDDING

On a motion by Councilperson Viens, seconded by Councilperson Page, and approved on a roll call vote.

4 Ayes Page, Viens, Morrison, Tyler
0 Nays

RESOLVED to approve the use of the old school house for the McKinley wedding on September 24, 2016.

COUNCILPERSONS' COMMENTS – Councilperson Morrison will ride along with Dawn St. Louis on Friday to learn more about the water and sewer systems. Councilperson Page said that she would like to do something similar – a field trip to the plants. She also commented on the emergency shelter, stating that the school only operates as a shelter while school is in session, excluding the summer months. Supervisor Tyler hasn't heard anything further about the shelter. Councilperson Page will look into this and will also contact Cynthia Ford Johnston about possible emergency volunteers.

RESOLUTION #121
ADJOURNMENT

On a motion by Councilperson Page, with a unanimous second, the meeting was adjourned at 3:42 p.m.

Minutes respectfully submitted,

Julie Schreiber, Town Clerk