



WESTPORT CONNECTICUT

BOARD OF FINANCE

NOTICE OF PUBLIC MEETING

The Board of Finance will hold its Public Meeting on **Wednesday, July 5, 2017, at 8:00 p.m.** in **Room 201/201A of Town Hall** for the following purpose:

AGENDA

1. To approve the Board of Finance Minutes of the June 7, 2017 Regular Meeting.
2. Financial Report from the Finance Director. (Discussion Only)
3. Liability Review from the Finance Director. (Discussion Only)
4. Status Update from the Audit Manager. (Discussion Only)
5. Upon the request of the Director of Parks and Recreation, to approve an appropriation in the amount of \$400,000 from the Capital and Non-Recurring Account #31508810-500300 to replace the pavilion roof along with Hurricane ties and upgrade the existing restroom facilities with new fixtures, flooring and tile walls at Compo Beach.

Note: The practice for upcoming BOF regular meetings will be to close the meetings at 10:00 PM. Motions to extend individual meetings can be heard.



WESTPORT CONNECTICUT
BOARD OF FINANCE

DRAFT MINUTES OF BOF PUBLIC MEETING

The Board of Finance held its Public Meeting on **Wednesday, June 7, 2017, at 8:00 p.m. in Room 201/201A of Town Hall** for the following purpose:

Attendees: B. Stern, M. Rea, S. Gordon, J. Hartwell, J. Westphal & J. Tooker.

Absent: L. Caney

AGENDA

1. To approve the Board of Finance Minutes of the May 17, 2017 regular meeting.
Motion to approve minutes by J. Hartwell, second by B. Stern. Vote 6-0-0 unanimous.
2. Financial Report from the Finance Director. (Discussion Only)
3. Status Update from the Audit Manager. (Discussion Only)
4. A request by the Tax Collector pursuant to CGS § 12-165 for a transfer of \$234,466.30 to the Suspense Tax Book representing uncollected motor vehicle and personal property tax accounts.
Motion to approve by M. Rea, second by S. Gordon. Vote 6-0-0 unanimous.
5. Upon the request of the First Selectman, to approve a transfer of \$170,625 to the appropriate department salary accounts from Account #10109917-519000 (Reserve Salary Adjustments) for non-bargaining employees salary increases.
Motion to approve by M. Rea, second by J. Tooker, Vote - 6-0-0 unanimous.
6. Upon the request of the Director of Public Works, to approve bond and note authorization of \$735,000 to the Municipal Improvement Fund Account 30503330-500126-13008 for the sanitary sewer extension at Joann Circle, Acorn Lane, Clover Lane. The appropriation was approved by the BOF on 3/2/16 and by the RTM on 4/5/16.
Motion to approve by M. Rea, second by S. Gordon - Vote 6-0-0 Unanimous
7. Upon the request of the Superintendent of Schools, to authorize the expenditure of \$52,427.77 from the Board of Education Carryover Account to cover the cost of additional mold remediation incurred at Coleytown Middle School so as to meet the conditions necessitated by the terms of the Memorandum of Agreement dated August 31, 2015, between the Board of Education and the Board of Finance creating the Carryover Account.
Motion to approve by J. Tooker, second by J. Westphal. Vote 6-0-0 unanimous.
8. Upon the request of the Human Services & Senior Center Directors, to approve appropriations related to the enhancement and expansion of the Senior Center for the following amounts:
 - a. \$3,900,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30505530-500297 for construction costs, site work, and professional fees.
 - b. \$75,000.00 along with bond and note authorization to the Municipal Improvement Fund Account #30505530-500298 for furniture, fixtures, and equipment.
 Motion to approve by J. Hartwell, second by M. Rea Vote 6-0-0 unanimous.

Motion to adjourn at 8:50 P.M. by M. Rea, second by S. Gordon Vote 6-0-0 unanimous.

Hen #5



WESTPORT CONNECTICUT

PARKS AND RECREATION DEPARTMENT

LONGSHORE CLUB PARK

260 SOUTH COMPO ROAD, WESTPORT, CT 06880

(203) 341-5090

June 16, 2017


The Honorable James S. Marpe
First Selectman
Town Hall
110 Myrtle Avenue
Westport, CT 06880

Dear Mr. Marpe:

The Parks and Recreation Department respectfully requests to be placed on the Board of Finance Agenda for an appropriation of \$400,000 from the Capital and Non-Recurring Account #31508810-500300.

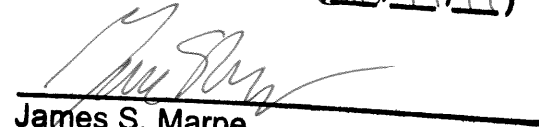
This request is to fund the replacement of the pavilion roof and upgrade of the restrooms at Compo Beach.

Respectfully,


Jennifer A. Fava
Director of Parks and Recreation

cc: Gary Conrad

Approved for submission
To Board of Finance (06/19/17)


James S. Marpe
First Selectman



WESTPORT CONNECTICUT


PARKS AND RECREATION DEPARTMENT

LONGSHORE CLUB PARK

260 SOUTH COMPO ROAD, WESTPORT, CT 06880

(203) 341-5090

MEMO TO: Board of Finance

MEMO FROM: Jennifer Fava, Director 

DATE: June 16, 2017

RE: **Appropriation Request for Compo Beach Pavilion Roof Replacement and Restroom Upgrades**

On March 31, 2015, the Parks and Recreation Commission held a public meeting regarding improvements to Compo Beach and the implementation of the Compo Beach Improvement Plan. At that meeting, the Parks and Recreation Commission passed a resolution to replace the current building with a new building.

As we have been working towards the creation of a new bathhouse facility, we have found that the estimated cost is in the area of \$4,000,000. It is also anticipated that it would need to be an elevated structure.

In January 2017, a structural evaluation of the bathhouse and pavilion was completed. Based on this evaluation, the current buildings are serviceable. The main recommendations of the evaluation are to replace the pavilion roof structure and the installation of hurricane ties on the roof trusses in both the concession and restroom areas.

As the building is still serviceable, and the current economic climate is filled with great uncertainty, there is concern about moving forward with the full building replacement at a cost of approximately \$4,000,000.

In addition to the pavilion roof, we are well aware that the current restrooms do not meet the expectations of the residents, as well as those of this Department. To address this, we would like to renovate the existing restroom facilities with new fixtures, new partitions, new flooring materials, and tiled walls. These enhancements will be more aesthetically pleasing, while being easy to maintain and keep clean. In addition, as we make these renovations, we will be looking to make the restrooms more accessible with proper fixtures and stall sizes. We are also looking to replace the old plumbing lines under the existing restrooms, as we have had to make some repairs in the past, which required removing sections of the floor to access the lines.

The following cost estimates have been gathered:

Replace the Pavilion Roof	\$120,000
Install Hurricane Ties as Recommended	\$ 20,000
Renovate Existing Restrooms <i>(includes installation of drop ceilings-TBD, new fixtures, new partitions, providing some accessible facilities, new flooring and installation of tile on walls)</i>	\$160,000
Replacement of Old Plumbing Lines <i>(under existing restrooms)</i>	<u>\$ 25,000</u>
TOTAL	\$325,000

On May 25, 2017, the Parks and Recreation Commission held a Special public meeting to reconsider the vote they took and the resolution they passed on March 31, 2015 concerning a new Bathhouse. After discussing the issue, the new approach (as outlined above) and listening to the public, the Parks and Recreation Commission passed a new resolution to proceed with the repairs and renovations at a cost not to exceed \$400,000, rather than the construction of a new building. The additional funds over the estimated expense is to provide contingency should something unexpected come to light during the repair and renovation process.

Taking this new approach, we believe that we will be able to properly bid out the work and have the repairs and upgrades completed prior to next season.

By making the repairs as outlined above we will be addressing the structural needs noted in the evaluation, and the renovation of the restrooms addresses one of the top concerns of our residents. In the face of the current times in which we are living, we believe this is the most economical, fiscally responsible, and timely way for the Town to address the needs and wishes of the community.

In order to proceed with this project, the Parks and Recreation Department requests that the Board of Finance approve an appropriation in the amount not to exceed \$400,000 for the replacement of the pavilion roof and the upgrade of the restrooms at Compo Beach.