

Board of Selectmen
January 10, 2018
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, January 10, 2018 at 9:00 a.m. in Room 307/309 of the Westport Town Hall. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Peter Ratkiewich, Jen Fava, Charlie Haberstroh, Doug LoMonte, Foti Koskinas, members of the Police Department, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

ANNOUNCEMENTS:

Martin Luther King Day Event (Jan 14) at the Westport Country Playhouse
Law Enforcement Appreciation Day Proclamation presented to the Westport Police Department

MINUTES

1. Item #1 was presented by Jennifer Tooker. There was a minor revision. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the minutes of the Board of Selectmen's public meeting of December 13, 2017 and the Board of Selectmen's special public meeting of December 22, 2017 are hereby APPROVED.

APPROVE REVISIONS TO PROCEDURES FOR USE OF TOWN-OWNED PROPERTY, FACILITIES AND/OR PUBLIC ROADWAYS

2. Item #2 was presented by Assistant Town Attorney Eileen Flug. Ms. Flug explained the reasons for revisions - mainly for ease of administration, to include the Wakeman Town Farm, clarify the status of the organizations that apply, and to have requirements for insurance and hold harmless separate from the application. One major revision is to eliminate the need for review by the Board of Selectmen for those applications for events that have been approved for two years in a row and have no significant changes in scope (attendance, route, etc.) or complaints. This policy is consistent with the Parks & Recreation's application. Upon motion by Jennifer Tooker, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Procedures for Use of Town-owned Property, Facilities and/or Public Roadways, as revised, is hereby APPROVED.

APPROVE REQUEST FOR VARIANCE OF THE TOWN DRIVEWAY ORDINANCE FOR PROPERTY KNOWN AS 190 HILLSPOINT ROAD

3. Item #3 was presented by the applicant Kevin Pleiter, owner of the subject property, and Peter Ratkiewich, Director of Public Works. Mr. Ratkiewich provided the engineering perspective that maintains that the proposed driveway placement will be safer than the current configuration. As a result, it is necessary for the Board to approve a variance of the Driveway ordinance. Mr. Pleiter agreed to the terms of the associated agreement to ensure the Town was held harmless for any liability or claims resulting from the granted waiver. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the request for a variance of Sec. 50-340 (a) (1) of the Town Driveway Ordinance as it relates to the proposed construction of the driveway for the property known as 190 Hillspoint Road, contingent upon compliance with the Town Engineer's letter of December 29, 2017, is hereby APPROVED.

APPROVE PROPOSED REVISIONS/CHANGES TO THE "RULES AND REGULATIONS GOVERNING THE USE OF MUNICIPAL BEACHES, YACHT BASINS, LONGSHORE CLUB PARK, PARK AREAS AND RECREATION FACILITIES"

4. Item #6 was presented by Director of Parks & Recreation Jen Fava and Parks & Recreation Commission Chair Charlie Haberstroh. Ms. Fava and Mr. Haberstroh explained the reasons for providing clarity to some of the policies and procedures associated with the Town beaches. They stated that the public would be informed of the rules and regulations upon entrance to the beaches via handouts and new signage, as well as increased enforcement. Both Ms. Fava and Mr. Haberstroh indicated that such a review was warranted on a yearly basis and that the Department and the Commission intended to insure that process occurred going forward. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Parks & Recreation Commission, the proposed changes to the "Rules and Regulations Governing the Use of Municipal Beaches, Yacht Basins, Longshore Club Park, Park Areas and Recreation Facilities," **as attached**, are hereby APPROVED.

**ITEM #5 WAS WITHDRAWN*

ITEMS #6 AND #7 ARE INCLUDED IN THE WPCA MINUTES OF 01-10-2018

ADDENDUM 1, JANUARY 8, 2018

WAIVE LOW BID AND APPROVE AWARD OF CONTRACT BID #18-910T TO FREIGHTLINER, INC.

8. Item #8 was presented by Director of Public Works Peter Ratkiewich. Mr. Ratkiewich explained that the combined bid from another entity did not meet the bid requirements and it would be necessary to waive that low bid. He stated that the Freightliner bid was responsive and that the Department has had positive experiences with the product. Upon motion by Jim Marpe, seconded by Melisa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the low bid is hereby WAIVED, and the Award of Contract Bid #18-910T (2018 Medium Duty Dump Truck with Combination Body & Plow) in the amount of \$309,932.00 to Freightliner, Inc. of Hartford, CT is hereby APPROVED.

ADDENDUM 2, JANUARY 9, 2018

APPROVE LEASE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND SPRINT SPECTRUM, L.P. FOR ANTENNA SPACE ON THE FIRE HEADQUARTERS ROOF (515 POST ROAD EAST)

9. Item #9 was presented by Douglas LoMonte of Berchem Moses, P.C. Attorney LoMonte provided a summary of the lease terms and an overview of the status of the town-owned cell tower

located at 515 Post Road East. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Lease Agreement between the Town of Westport and Sprint Spectrum, L.P. for antenna space on the existing tower and equipment space on the roof at Westport Fire Department Headquarters, 515 Post Road East is hereby APPROVED.

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting was adjourned at 10:20 AM.

Eileen Francis
Recording Secretary

REVISED PARKS & RECREATION RULES AND REGULATIONS:

The following rules and regulations currently exist:

General Rules for Parks and Recreation Property

- Erecting a tent or canopy 10' x 10' or larger is prohibited without prior written permission of the Parks and Recreation Department.
- The use of barbeque grills shall be permitted in designated areas only, and shall be properly extinguished before departure. The building of bonfires or campfires is prohibited except in conjunction with Parks and Recreation Department sanctioned events. (Also see change listed under modification of Beach Rules)

Beach Rules

- No person shall engage in any athletics, games or contest except swimming at any public beach, except in areas designated for that purpose by the Westport Parks and Recreation Department.

The following rules and regulations currently exist, but modification is proposed:

Parking Emblems, Handpasses and Permits

- Non-residents who would not otherwise be eligible for a parking emblem who apply after Labor Day of one year will be offered the opportunity to purchase a parking emblem for the following year at an approved non-resident fee. (Sales limited to 600 emblems)

To be changed to:

Non-residents who would not otherwise be eligible for a parking emblem may purchase a parking emblem on a first come-first served basis at an approved non-resident fee. (Sales limited to 350 emblems)

Consumption of Alcohol/Glass Containers

- Alcoholic beverages are prohibited at Compo Beach facility (parking lots, athletic fields, basketball courts, beach front area, and grass areas) without a prior written permit issued by the Parks and Recreation Department, the exception being the South Beach picnic area.

To be changed to:

Alcoholic beverages are prohibited at Compo Beach facility (parking lots, athletic fields, basketball courts, skate park, pickleball courts, beach front area, and grass areas) without a prior written permit issued by the Parks and Recreation Department, the exception being the South Beach picnic area.

- Glass bottles and containers are prohibited on all beaches, parking lots, parks, athletic fields and any other property under the jurisdiction of the Parks and Recreation Department.

To be changed to:

Glass bottles and glass containers are prohibited on all beaches, parking lots, parks, athletic fields and any other property under the jurisdiction of the Parks and Recreation Department.

Beach Rules

- Vehicles are prohibited from beachfront areas.

To be changed to:

Non-official vehicles are prohibited from beachfront areas.

- Swimming shall be allowed in designated bathing/swim areas only. Areas are designated by red and white swim buoys. Watercraft including windsurfers and aircraft are prohibited from swim area.

And

The use of flotation devices (other than a recognized boating craft in designated area) is permitted only in the designated bathing/swim area off South Beach. This activity may be suspended if conditions make activity unsafe as determined by the Westport Parks and Recreation Department.

To be changed to:

Swimming shall be allowed in designated bathing/swim areas only. Areas are designated by red and white swim buoys.

And

The use of flotation devices such as boogie boards and skim boards are permitted only in the designated bathing/swim area off South Beach. Use of watercraft including, but not limited to, kayaks, paddle boards, kite surfers, windsurfers and aircraft are permitted only in the designated non-bathing/swim area off South Beach.

- The use of barbeque grills shall be permitted in designated areas only, and shall be properly extinguished before departure. The building of bonfires or campfires is prohibited except in conjunction with Parks and Recreation Department sanctioned events.

Under General Rules to be changed to:

The use of barbeque grills shall be permitted in designated areas only, and shall be properly extinguished before departure. Open burning is prohibited unless authorized by both the Parks and Recreation Department **and** the Fire Marshal's Office.

Under Beach Rules to be changed to:

The use of barbeque grills at Compo Beach shall be limited to South Beach only and shall be properly extinguished before departure. Open burning is prohibited unless authorized by both the Parks and Recreation Department **and** the Fire Marshal's Office.

The following rules and regulations are proposed:

Parking & Traffic

- Daily pass parking a Compo Beach is permitted only in designated area. Violators will be subject to a parking ticket per day.

Beach Rules

- Bicycle riding prohibited from walkways and boardwalk areas.
- Music must be kept to a reasonable level, so as not to encroach on other patrons.
- Flotation devices are prohibited in designated bathing/swim areas with the exception of Coast Guard approved Personal Flotation Devices (PFD) Type I, II, or III. A child using a personal flotation device must be accompanied in the water by an adult.

Water Pollution Control Authority
January 10, 2018
APPROVED MINUTES

The Westport Board of Selectmen, acting in its capacity as the Water Pollution Control Authority held a public meeting on Wednesday, January 10, 2018 at 9:00 a.m. in Room 307/309 of the Westport Town Hall. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Peter Ratkiewich, Jen Fava, Charlie Haberstroh, Doug LoMonte, Foti Koskinas, members of the Police Department, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

APPROVE REQUEST FOR SUPPLEMENTAL SEWER CONNECTION AT PROPERTY KNOWN AS 53 KINGS HIGHWAY NORTH

1. WPCA Item #1 (BOS Item #6) was presented by Director of Public Works Peter Ratkiewich. Mr. Marpe recused himself from the vote due to a personal relationship with the property owners. Upon motion by Melissa Kane, seconded by Jennifer Tooker and passing by a vote of 2-0-1 (Ms. Kane and Ms. Tooker voting in the affirmative, Mr. Marpe abstaining) it was:

RESOLVED, that the request for a supplemental sanitary sewer connection at property known as 53 Kings Highway North, contingent upon compliance with the WPCA Coordinator's letter of December 27, 2017, is hereby APPROVED.

APPROVE REQUEST FOR SUPPLEMENTAL SANITARY SEWER CONNECTION AT PROPERTY KNOWN AS 54 WILTON ROAD

2. WPCA Item #2 (BOS Item #7) was presented by Director of Public Works Peter Ratkiewich. Mr. Ratkiewich explained that the new development at the site from all office units to a combination of office and residential units means that the sewer capacity will be decreased. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the request for a supplemental sanitary sewer connection at property known as 54 Wilton Road, contingent upon compliance with the WPCA Coordinator's letter of December 28, 2017, is hereby APPROVED.

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting was adjourned at 10:20 AM.

Eileen Francis
Recording Secretary