

Board of Selectmen
March 28, 2018
Minutes (APPROVED)

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, March 28, 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, Foti Koskinas, Peter Ratkiewich, Elaine Daignault, Jennifer Fava, Sue Pfister, Steve Smith, Robert Yost, Matt Cohen, Charles Sampson, Michael Kronick, Doug LoMonte, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

MINUTES

1. Jennifer Tooker presented Item #1. There were no revisions. 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 Selectman's Public meeting of March 14, 2018 and the Water Pollution Control Authority's Public meeting of March 14, 2018 are hereby APPROVED.

APPROVE WESTPORT CITIZEN PARTICIPATION PLAN FOR THE FY 2017-2019 DOH CDBG SMALL CITIES GRANT FOR PUBLIC SERVICE & HOMELESSNESS DIVERSION ACTIVITIES

2. Director of Human Services Elaine Daignault presented Item #2. Ms. Daignault provided an overview of the purpose and the town responsibilities for organizing and managing the grant requirements; the Board previously approved related resolutions necessary for inclusion in the grant application. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Westport Citizen Participation Plan for the FY2017-19 CT Dept. of Housing (DOH) Community Development Block Grant (CDBG)/Small Cities Grant addressing Public Service and Homelessness Diversion Activities is hereby APPROVED.

APPROVE AMENDMENT TO AGREEMENT BETWEEN TOWN OF WESTPORT AND AP CONSTRUCTION, DATED AUGUST 9, 2017

3. Building Official Steve Smith and Director of the Center for Senior Activities Sue Pfister presented Item #3. Mr. Smith and Ms. Pfister indicated that the amendment was to establish a guaranteed price. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Amendment to the Agreement between the Town of Westport and AP Construction, dated August 9, 2017, as it relates to the Westport Center for Senior Activities Enhancement Project is hereby APPROVED.

APPROVE AWARD OF CONTRACT BID 18-914T TO OVAL TENNIS FOR RECONDITIONING OF 9 HAR-TRU TENNIS COURTS AT LONGSHORE CLUB PARK

4. Director of Parks & Recreation Jen Fava presented Item #4. Ms. Fava stated that Oval Tennis was the low bidder for the 3-year contract, and that the department was confident in their ability to perform the work. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the award of contract (Bid 18-914T) to Oval Tennis, Inc. as it relates to the reconditioning of nine (9) Har-Tru tennis courts at Longshore Club Park is hereby APPROVED.

APPROVE LEASE AGREEMENT BY AND BETWEEN FAIRFIELD AND WESTPORT AND SACRED HEART UNIVERSITY FOR OFFICE SPACE FOR EMERGENCY COMMUNICATION CENTER

5. Assistant Fire Chief Matt Cohen and Police Officer Charles Sampson presented Item #5. Attorney Doug LoMonte of Berchem, Moses represented the Town in the lease negotiations. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Lease Agreement by and between the Town of Fairfield, Connecticut and the Town of Westport, Connecticut and Sacred Heart University, Inc. as it relates to certain office space located on the campus of Sacred Heart University in Fairfield, Connecticut is hereby APPROVED.

APPROVE SERVICE AGREEMENT BY AND BETWEEN FEDERAL ENGINEERING, INC. AND THE TOWN OF FAIRFIELD AND THE TOWN OF WESTPORT FOR EMERGENCY COMMUNICATION CENTER RELOCATION CONSOLIDATION SERVICES.

6. Assistant Fire Chief Matt Cohen and Police Officer Charles Sampson presented Item #6. They gave an overview of the scope of the agreement which includes Federal Engineering providing consultation, analysis and advisement related to the project. Federal Engineering has a broad-based knowledge of the State 911 system. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Service Agreement by and between Federal Engineering, Inc. and the Town of Fairfield, Connecticut and the Town of Westport, Connecticut as it relates to telecommunications, information technology and management consulting services associated with the Proposal for the Emergency Communication Center Relocation and Consolidation Services, dated November 28, 2017, is hereby APPROVED.

APPROVE APPOINTMENT OF KATE BOYLE KIRBY TO THE NON-UNION, NON-SUPERVISORY PENSION COMMITTEE AND NON-UNION SUPERVISORY COMMITTEE

7. Selectwoman Jennifer Tooker presented Item #7. The Board was provided the relevant Pension contracts for the committees that require Board of Selectmen approval of an elector of the Town for the 3-year appointment to these committees. Ms. Tooker stated that she was confident that Ms. Boyle Kirby was very qualified to assume the role. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the three-year appointment of Elector Kate Boyle Kirby to the Non-Union, Non-Supervisory Pension Committee and the Non-Union Supervisory Pension Committee of the Town of Westport is hereby APPROVED.

APPROVE EXECUTION OF QUIT CLAIM DEED FOR DRAINAGE EASEMENT AT 492 MAIN STREET

8. Director of Public Works Peter Ratkiewich presented Item #8, absent the attendance of the applicant. Mr. Ratkiewich explained that the original easement was executed in 1926 for a drainage pipe across the property. The pipe is no longer located on the property, making the easement irrelevant. Assistant Town Attorney Eileen Flug stated that she reviewed and approved the Quit Claim Deed. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that authorization for the First Selectman to execute a Quit Claim Deed for a drainage easement, dated May 28, 1926, for property known as 492 Main Street, recorded at Volume 45, Page 439 and as further shown on Map No. 1142 on file on the Town of Westport Land Records is hereby APPROVED.

APPROVE THE REQUEST TO THE CT OFFICE OF TRAFFIC ADMINISTRATION TO RECOMMEND MODIFICATIONS TO SPEED LIMITS ON GREENS FARMS ROAD AND WESTWAY ROAD

9. Director of Public Works Peter Ratkiewich and Staff Corporal Al D'Amura presented Item #9. Mr. Ratkiewich explained that the current posted speed limit on this section of Greens Farms Road was not in compliance with Office of State Traffic Administration (OSTA) speed limit assignments; and that since there is no speed limit sign on Westway, it is considered to be 55 MPH. The 25 MPH on Westway would be consistent with the speed limit on the Fairfield portion of the roadway leading into Westport. Because there was public concern expressed when the correct speed assignment (35 MPH) was installed on Greens Farms Road, the Public Works Department suggested that the Town request a modification of the assignment to 30 MPH. The OSTA will make the final review and approval of the modification. Greens Farms Road resident Dick Lowenstein and RTM District 5 member Karen Kramer expressed their opinions concerning the traffic and vehicle speeds on Greens Farms Road. The Board acknowledged that there were problems in all areas of town related to speeding and traffic control. Discussion continued as to how to manage the request. Mr. Ratkiewich and Staff Corporal D'Amura opined that OSTA would consider the requested modifications, but would not, in all likelihood, consider anything lower on Greens Farms Road. As a result, OSTA could deny the request for 25 MPH, and thus require the speed limit to be 35 MPH. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that acting in its capacity as the Local Traffic Authority and upon the recommendation of the Director of Public Works, the request to the Connecticut Office of State Traffic Administration for modifications to the speed limits on the following road segments:

Greens Farms Road from the Fairfield Town Line to Beachside Ave – 30 MPH

Westway Road from the Fairfield Town Line to Greens Farms Road – 25 MPH

is hereby APPROVED.

BOS ITEM #10 IS INCLUDED IN THE WPCA MINUTES OF MARCH 28, 2018

APPROVE RESOLUTION SUPPORTING TOWN'S PARTICIPATION IN SUSTAINABLE CT MUNICIPAL CERTIFICATION PROGRAM

11. Executive Director of Earthplace Tony McDowell and Director of Public Works Peter Ratkiewich presented Item #11. Mr. McDowell explained the process by which the Town would participate in the program; and that there are initiatives that the town has already accomplished. For the purpose of the registration, the Board authorized naming Operations Director Sara Harris as the contact person; and that the Green Task Force would serve as the Town's Sustainability Team. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the full Resolution, *as attached*, supporting the Town of Westport's participation in the Sustainable CT Municipal Certification Program is hereby APPROVED.

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting adjourned at 11:00 AM.

Eileen Francis
Recording Secretary

ATTACHMENT

Town of Westport Resolution
Supporting Participation in the
Sustainable CT Municipal Certification Program

WHEREAS, Westport has committed to using its best efforts to continue to support climate action to meet the Paris Agreement and become a Net Zero community by the year 2050, where the community has reduced its impacts across energy, water and waste so that they are sustainably managed, using approaches that are economically viable, of social benefit, and environmentally responsible; and

WHEREAS, Sustainable CT is a comprehensive, statewide, action-oriented voluntary certification program, built by and for municipalities, with the vision that: Sustainable CT communities strive to be thriving, resilient, collaborative, and forward-looking. They build community and local economy. They equitably promote the health and well-being of current and future residents. And they respect the finite capacity of the natural environment; and

WHEREAS, Sustainable CT is designed to boost local economies, help municipal operations become more efficient, reduce operating costs, and provide grants and additional support to municipalities; and

WHEREAS, Westport embraces an ongoing process of working toward greater sustainability, including the opportunity to select appropriate actions to pursue from the voluntary menu of actions provided by Sustainable CT.

NOW THEREFORE, BE IT RESOLVED, by the Board of Selectmen of Westport that it does hereby authorize Sara Harris to serve as Westport's Sustainable CT contact person for the Sustainable CT Municipal Certification process, and authorizes the contact person to complete the Municipal Registration on behalf of Westport; and

FURTHER RESOLVED, that to focus attention and effort within Westport on matters of sustainability, and in order to promote the Westport local initiatives and actions toward Sustainable CT Municipal Certification, Westport assigns the Westport Green Task Force to serve as the Town's Sustainability Team. The Green Task Force comprises of resident volunteers and relevant Town staff members; and

FURTHER RESOLVED, that the first meeting of the Sustainability Team must be held within 90 days of passing this resolution and that the Sustainability Team shall meet as frequently as needed, but no less than quarterly; and

FURTHER RESOLVED, that the Sustainability Team shall report annually to the Board of Selectmen on the progress of its activities toward Sustainable CT certification, with reports and presentations made publicly available.

Water Pollution Control Authority
March 28, 2018
Minutes (APPROVED)

The Water Pollution Control Authority held a public meeting on Wednesday, March 28, 2018 at 9:00 a.m. in Room 307/309 of the Westport Town Hall. In attendance were Jim Marpe, Jen Tooker, Melissa Kane, Eileen Flug, Foti Koskinas, Peter Ratkiewich, Elaine Daignault, Jennifer Fava, Sue Pfister, Steve Smith, Robert Yost, Matt Cohen, Charles Sampson, Michael Kronick, Doug LoMonte, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

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REQUEST TO APPROVE SUPPLEMENTAL SANITARY SEWER CONNECTION AT PROPERTY KNOWN AS 26 MORNINGSIDE DRIVE

POSTPONED TO APRIL 25, 2018

2. WPCA Item #2 (BOS Item #10) was presented by Director of Public Works Peter Ratkiewich. Mel Barr, representing the applicant, arrived during the presentation. Because of the nature of the request, including the fact the property is designated as historic, the Board requested additional information and legal advice before making a decision. Assistant Town Attorney Eileen Flug stated that Attorney Peter Gelderman will provide the information for the next scheduled meeting April 25, 2018.

Acting in its capacity as the Water Pollution Control Authority, to take such action as the meeting may determine, to approve the request for a supplemental sanitary sewer connection at property known as 26 Morningside Drive, contingent upon compliance with the WPCA Coordinator's letter of March 21, 2018.

Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, the decision was POSTPONED until April 25, 2018.

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting adjourned at 11:00 AM.

Eileen Francis
Recording Secretary