

Board of Selectmen
December 12, 2018
APPROVED MINUTES

Notice is hereby given that the Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, December 12, 2018 at 9:00 a.m. in Room 307/309. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Peter Ratkiewich, Susan Stefenson, Michael Kronick, Steve Smith, Sara Harris, presenters as noted in the minutes, members of the public and Eileen Francis, recording secretary.

MINUTES

1. Jennifer Tooker presented Item #1. Regarding the Board of Selectmen Minutes for November 28, 2018, there was a clarification as to the tabled item referencing fees for Parks & Recreation Programs. The minutes were adjusted to reflect the correct item that was tabled. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, the minutes of the Board of Selectmen's public meeting of November 28, 2018, the Board of Selectmen's Special Meeting of December 4, 2018, and the Water Pollution Control Authority's public meeting of November 28, 2018 are hereby APPROVED.

APPROVE REQUEST FOR WAIVER/VARIANCE OF THE DRIVEWAY ORDINANCE FOR DRIVEWAY AT 281 COMPO ROAD SOUTH

2. Architect Lucien Vita, representing the homeowners of 281 Compo Road South, presented Item #2. Mr. Vita provided a photo and verbal description of the current driveway placement, explaining that it was not in compliance based upon the engineering of the intersection. Further, Mr. Vita explained the hardship, safety and environmental reasons why it would not be feasible to move the location. There were no concerns from public safety officials. Assistant Town Attorney Eileen Flug noted that the homeowners would be required to sign and file a Hold Harmless Agreement on the land records. Mr. Vita and the homeowner indicated that would be acceptable. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the request for a waiver of Sec. 50-340 (a) (1) of the Town Driveway Ordinance as it relates to proposed construction of the driveway for the property known as 281 Compo Road South, is hereby APPROVED.

APPROVE AGREEMENT BETWEEN TOWN OF WESTPORT AND FOUND DESIGN, LLC (D/B/A MERJE) FOR DESIGN SERVICES FOR DOWNTOWN WAYFINDING PROGRAM

3. Chair of the Downtown Plan Implementation Committee Dewey Loselle presented Item #3. Mr. Loselle explained that the proposed program fulfilled two of the projects noted in the Downtown Plan related to wayfinding. Mr. Loselle explained that the program, focused on the Downtown area, would be useful now and in the future; provide consistency for visitors and residents; and maintain the brand of Westport. The final recommendations, specifications and work product will be owned by the town. The Downtown Merchants Association and the Westport Weston Chamber of Commerce submitted letters of support. Residents David Waldman and Donald Bergmann spoke publicly in support. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the agreement between the Town of Westport and Found Design, LLC (d/b/a MERJE) as it relates to design services for a proposed wayfinding program is hereby APPROVED.

APPROVE CONTRACT BETWEEN THE TOWN OF WESTPORT AND MARION BODY WORKS, INC. FOR THE CONSTRUCTIONS AND DELIVERY OF A TYPE I PUMPER TRUCK

4. Deputy Fire Chief Michael Kronick presented Item #4. DC Kronick gave the background, stating that the new pumper truck, replacing a 1995 truck, is the “twin” to the truck that was delivered last year. The Fire Department is very satisfied with the product and comfortable with the company contracted to perform the work. He noted that the pricing was very favorable to the Town. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the contract between the Town of Westport and Marion Body Works, Inc. of Marion, WI for the construction and delivery of a Type I Pumper Truck is hereby APPROVED.

APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF WESTPORT AND EVERSOURCE ENERGY AND THE ASSOCIATED CONFIDENTIALITY AGREEMENT, FOR THE 2018/2019 MATCHING PAYMENT PROGRAM

5. Susan Stefenson, representing the Department of Human Services presented Item #5. Ms. Stefenson gave the background for this service, stating that 200 households were helped by this program last year. Assistant Town Attorney Eileen Flug stated that terms of this MOU were the same as in previous years, with the exception of a price change. It passed legal review. Further, it was noted that the associated Confidentiality Agreement should be included in the approval. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Memorandum of Understanding between Eversource Energy and the Town of Westport for the completion of the 2018/2019 energy season Matching Payment Program for energy assistance applicants, and the EESCO Social Services Confidential Information Agreement are hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND WISS, JANNEY, ELSTNER, INC. TO PROVIDE A PEER REVIEW FOR REPORTS RELATED TO COLEYTOWN MIDDLE SCHOOL

6. Building Official Steve Smith and Operations Director Sara Harris presented Item #6. Mr. Smith and Ms. Harris explained that a working group consisting of employees and members of the Public Site and Building and Maintenance Study was established to generate the request for proposal to provide a peer review of evaluation reports pertaining to architecture, mechanical engineering and indoor environment at Coleytown Middle School. The proposal submitted by Wiss, Janney, Elstner, Inc’s was chosen unanimously. Mr. Smith stated that the company demonstrated expertise in building envelope and water intrusion. Resident Donald Bergmann stated that he was opposed to the process. Board of Education member Karen Kleine spoke in favor of approval. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement between the Town of Westport and Wiss, Janney, Elstner Associates, Inc. to provide peer review of evaluation reports pertaining to building architecture, engineering and indoor air quality at Coleytown Middle School is hereby APPROVED.

APPROVE ACKNOWLEDGEMENT OF SERVICING AGREEMENT BETWEEN BAPCC AND EVERSOURCE ENERGY

7. Finance Director Gary Conrad presented Item #6. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Town's acknowledgement of the Servicing Agreement between Banc of America Public Capital Corp ("BAPCC") and The Connecticut Light and Power Company dba Eversource Energy ("Eversource"), providing for the payment by Eversource to BAPCC of a subsidy to reduce the interest on the financing of the Town's energy savings project being financed by BAPCC is hereby APPROVED.

APPROVE AMENDMENT 1 TO THE EQUIPMENT LEASE/PURCHASE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND BAPCC TO AMEND THE PAYMENT SCHEDULE

8. Finance Director Gary Conrad presented Item #8. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that Amendment Number 1 to Equipment Lease/Purchase Agreement between the Town of Westport and Banc of America Public Capital Corp, to amend the payment schedule to reflect interest rate subsidies from The Connecticut Light and Power Company dba Eversource Energy is hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND EVERSOURCE FOR ENERGY MANAGEMENT SAVINGS FOR HVAC EQUIPMENT UPGRADE AT POLICE DEPARTMENT

Public Works Director Peter Ratkiewich requested that an additional item be included for discussion and approval. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the Board approved submission of an additional item for review, discussion, and approval.

9. Director of Public Works Peter Ratkiewich presented Item #9. Mr. Ratkiewich explained that the HVAC project at the Police Department was eligible for a financial incentive in the amount of \$42,808.40 from Eversource, and that the letter of Agreement was time-sensitive. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Energy Efficiency Services Letter of Agreement between the Town of Westport and Eversource as it relates to the financial incentives for the Energy Efficiency Project upgrade of the HVAC equipment at the Police Department is hereby APPROVED.

ADJOURNMENT

Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, the meeting was adjourned a 10:40 am.

Eileen Francis, Recording Secretary