

Board of Selectmen Meeting
February 13, 2019
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, February 13, 2019 at 9:00 a.m. in Westport Town Hall Room 307/309. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Peter Ratkiewich, Foti Koskinas, Sam Arciola, Al D'Amura, Rob Yost, Brett Kirby, Charles Sampson, Jennifer Fava, Holly Betts, Susan Stefenson, Marla Cowden, Richard Ruggiano, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

MINUTES

1. Jen Tooker presented Item #1. There were no revisions. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the minutes of the Board of Selectmen's public meeting of January 23, 2019 and the Water Pollution Control Authority's public meeting of January 23, 2019 are hereby APPROVED.

APPROVE DONATION TO COVER COST OF PART-TIME SECRETARIAL POSITION IN ANIMAL CONTROL

2. Police Chief Foti Koskinas presented Item #2. The donation has been recurring for a number of years to assist with funding the position. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that upon the request of the Chief of Police and in accordance with the Policy for Gifts to the Town, the acceptance of a monetary gift from Peter Suchy to the Town of Westport Police Department to cover the expense of a part-time secretarial position in the Animal Control Office is hereby APPROVED.

APPROVE AGREEMENTS RELATED TO CONTRACT BETWEEN THE TOWN AND NexGen SOLUTIONS, LLC

3. Charlie Sampson representing the Police Department and Brett Kirby representing the Fire Department presented Item #3. The software is necessary for the combined dispatch center between the Town of Westport and Fairfield; and will provide benefits now and in the future. The software is compatible with Fairfield. Assistant Town Attorney Eileen Flug noted that the approval would need to be contingent upon final review of the Town Attorney's Office. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the following Agreements as they relate to the contract between the Town of Westport and NexGen Solutions, LLC for a new CAD/RMS/Mobile Software System for the Police and Fire Departments:

- (i) Master Purchase Agreement;
- (ii) Technical Support Software Maintenance Agreement; and
- (iii) Software License Agreement

Are hereby APPROVED, contingent upon final review by the Town Attorney's Office.

APPROVE PARKS & RECREATION FEES FOR PICKLEBALL AND JR. GOLF INSTRUCTION FOR THE 2019 SEASON

4. Parks and Recreation Director Jennifer Fava presented Item #4. Ms. Fava noted that the Parks & Recreation Commission reviewed the Board of Selectmen's request to re-evaluate the pickleball fees to determine if a senior discount could be applied. Ms. Fava stated that the Parks & Recreation Commission determined that the rate already reflected a discount, and that a further reduction in the cost would not be financially viable. Regarding the Junior Golf Program fee, Ms. Fava noted that this would be a longer program, thus the higher fee/session. Further, Ms. Fava indicated that previous program participants were amenable to the increased time for instruction. Upon motion by Jim Marpe, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that, upon the recommendation of the Parks & Recreation Commission, the following Parks & Recreation Program Fees for the 2019 Season are hereby APPROVED.

<u>Program</u>	<u>2018 Fee</u>	<u>Proposed 2019 Fee</u>
Indoor Drop-in Pickleball		
Resident		\$5.00 per day/\$50 season pass
Non-residents		\$5.00 per day/\$70 season pass
Jr. Golf Instruction	\$92/session	\$275/session

APPROVE ACCEPTANCE OF OLDER AMERICANS ACT TITLE III AWARD FOR CAREGIVER EDUCATION AND SUPPORT

5. WCSA Program Director Holly Betts and Susan Stefenson representing the Human Services Department presented Item #5. Ms. Betts and Ms. Stefenson provided background for the grant as well as the program it will benefit. Item #6 was presented in conjunction with Item #5 as an element of the grant program requirements. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the acceptance of the FY 2019 Older Americans Act Title III Award between the Southwestern Connecticut Agency on Aging (SCAA) and the Town of Westport for caregiver education and support at the Westport Center for Senior Activities is hereby APPROVED.

APPROVE CONSULTING AGREEMENT BETWEEN THE TOWN AND POSITIVE DIRECTIONS FOR CAREGIVER EDUCATION AND SUPPORT

6. WCSA Program Director Holly Betts and Susan Stefenson representing the Human Services Department presented Item #6, the companion agreement related to the FY 2019 Older Americans Act Title III Award (Item #5). Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Consulting Agreement by and between the Town of Westport and Positive Directions to provide the Westport Center for Senior Activities with a facilitator for a caregiver support group is hereby APPROVED.

APPROVE ANNUAL MAINTENANCE CONTRACT BETWEEN THE TOWN AND LHS ASSOCIATES, INC.

7. Registrars of Voters Marla Cowden and Richard Ruggiano presented Item #7. Ms. Cowden and Mr. Ruggiano explained the necessity for the agreement due to the age of the ballot tabulators. Assistant Town Attorney Eileen Flug noted that the approval would need to be contingent upon final review of the Town Attorney's Office. She explained that she was requesting an extension until 2027, and that the price would be locked in. 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 Registrars of Voters, the Annual Maintenance Contract between the Town of Westport and LHS Associates, Inc. for maintenance, repair and service of tabulator/ballot boxes is hereby APPROVED, contingent upon final review by the Town Attorney's Office.

APPROVE AWARD OF DESIGN-BUILD CONTRACT BETWEEN THE TOWN AND ENVIRONMENTAL SYSTEMS CORPORATION FOR HVAC AT POLICE STATION

8. Director of Public Works Peter Ratkiewich presented Item #8. Mr. Ratkiewich noted that the funding has been approved by the Board of Finance and the RTM. The current system at the Police Station is obsolete and not functioning efficiently. A new system is necessary both for the health and comfort of employees and to maintain a town asset. Residents Don Bergmann and Harris Falk had questions on the contract that Mr. Ratkiewich answered. Assistant Town Attorney Eileen Flug noted that the approval would need to be contingent upon final review of the Town Attorney's Office. Upon motion by Jim Marpe, seconded by Melissa Kane and Passing by a vote of 3-0, it was:

RESOLVED, that the award of the design-build contract between the Town of Westport and Environmental Systems Corporation, as it relates to upgrades to the HVAC systems at the Westport Police Department building, in accordance with the Energy Efficiency Proposal, dated April 23, 2018 is hereby APPROVED, contingent upon final review by the Town Attorney's Office.

APPROVE AWARD OF DESIGN CONTRACT BETWEEN THE TOWN AND LANGAN CT, INC FOR THE DESIGN OF AVERY AND BALDWIN PARKING LOTS

9. Director of Public Works Peter Ratkiewich presented Item #9. Mr. Ratkiewich noted that the funding has been approved by the Board of Finance and the RTM. He stated that the Baldwin Parking lot was in dire need of a new engineering design to mitigate flooding. The current engineering design is very poor. Because there is a future possibility of combining the Avery and Baldwin lots, it is reasonable to include that in the design process. Further, Mr. Ratkiewich stated that he has been in discussions with the abutting properties and concerns about the impact on those properties would be taken into account in the design process. Residents Don Bergmann, Morley Boyd and Harris Falk provided comment. Mr. Ratkiewich stressed that this agreement is for the *design* of the parking lot(s), and specific concerns about the final product were premature. Upon motion by Jim Marpe, seconded by Jen Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the award of the design contract between the Town of Westport and Langan, CT, Inc. as it relates to the design of the combined Avery and Baldwin Lots, pursuant to the response to RFP #19-949T is hereby APPROVED.

AS LTA, TO AUTHORIZE FIRST SELECTMAN TO REQUEST CT DOT DESIGNATE CERTAIN ROADWAYS AS “NO THRU TRUCKS” – AGENDA ITEM **TABLED**

10. *To take such action as the meeting may determine, acting in its capacity as the Local Traffic Authority (LTA), and upon the request of the Public Works Director, to authorize James S. Marpe to request that the Connecticut Department of Transportation (CT DOT), Office of State Traffic Administration (OSTA), designate Greens Farms Road from Compo Road South to the Fairfield town line, Bridge Street from Riverside Avenue to Compo Road South (CT Rte. 136), and Compo Road South from Bridge Street to U.S. Route 1 (CT Rte. 136), as “No Thru Trucks”, in accordance with Section 14-298 of the Connecticut General Statutes.*

Director of Public Works Peter Ratkiewich presented Item #10. After discussion and comment by Mr. Ratkiewich, public safety officials and a number of residents, it was determined that with the Cribari Bridge rehabilitation project still ongoing, the request was premature. Jim Marpe therefore made a motion to table the item. Upon the motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the motion to TABLE the discussion until a date to be determined is hereby APPROVED.

REVIEW THE RESULTS, DETERMINE CONCURRENCE, AND AUTHORIZE FIRST SELECTMAN TO RESPOND TO LTA’S REQUEST TO REDUCE SPEED LIMITS IN SECTION OF GREENS FARMS ROAD AND WESTWAY

11. Director of Public Works Peter Ratkiewich presented Item #10. Mr. Ratkiewich provided the draft report of findings from the CT DOT which recommended that Westway’s speed limit be 25, but that the section of Greens Farms Road that was requested to remain at a posted 30 MPH limit was not recommended, and should be posted as 35 MPH in accordance with state guidelines. Further, the report indicated a number of inconsistencies with the MUTCD signs and road markings on Greens Farms Road that needed to be addressed. After discussion, it was determined that the Board did not concur with the results, and that decision is reflected in the resolution. Upon motion by Melissa Kane, seconded by Jennifer Tooker, and passing by a vote of 3-0, it was:

RESOLVED, that upon review the results of the Office of State Traffic Administration (OSTA) response to the Local Traffic Authority’s (LTA) request to reduce the speed limit in a section of Greens Farms Road and to assign a speed limit to Westway Road, the LTA hereby determines that it *does not concur* with those results; and
FURTHER RESOLVED, First Selectman James S. Marpe is hereby authorized to respond to the OSTA report on behalf of the town.

12. *BOS Item #12 is included in the WPCA minutes of February 13, 2019*

10 MINUTE RECESS

DISCUSSION ON TIMELINE FOR COLEYTOWN MIDDLE SCHOOL

13. Director of Public Works Peter Ratkiewich presented Item #13. It was a presentation and discussion regarding Coleytown Middle School. *NO ACTION WAS TAKEN*

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting was adjourned at 12:50 pm.

Eileen Francis
Recording Secretary

Water Pollution Control Authority
February 13, 2019
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APPROVE SUPPLEMENTAL SEWER CONNECTION AT 387 MAIN STREET

2. Public Works Director Peter Ratkiewich presented WPCA Item #2 (BOS Item #12). Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the supplemental sanitary sewer connection at property known as 387 Main Street, contingent upon compliance with the WPCA Collection System Supervisor's letter of February 1, 2019 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 12:50 pm.

Eileen Francis
Recording Secretary