

BOARD OF SELECTMEN
SPECIAL MEETING
MARCH 21, 2019
APPROVED MINUTES

The Westport Board of Selectmen held a Special Meeting on Thursday, March 21, 2019 at 9:00 a.m. in Westport Town Hall Room 307/309. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Steve Smith, Elio Longo, Doug LoMonte, John Broadbin, Gary Conrad, Ted Hunyadi, Karen Kleine, and Eileen Francis, recording secretary.

APPROVE LEASE AGREEMENT BETWEEN VANGUARD MODULAR BUILDING SYSTEMS, LLC AND THE TOWN OF WESTPORT FOR MODULARS AT BEDFORD MIDDLE SCHOOL

1. Town Building Official Steve Smith, Attorney Doug LoMonte, and BOE Chief Financial Officer Elio Longo presented Item #1. Mr. Smith explained the process by which a subcommittee of the Public Site and Building Committee, as the manager of the project, issued RFPs for new modular systems for installation at Bedford Middle School. Budget considerations and timing constraints prevented the committee from selecting bids for new portables, and a third alternative which presented the possibility of refurbished portables was entertained, and ultimately pursued. Mr. Smith provided a timeline of project milestones, and indicated that the goal was to have the buildings “substantially complete” by August 1, 2019. Attorney LoMonte explained the legal review and the terms of the contract. He noted that the original Lease Agreement was superseded by Addendum No. 1, which contains the specific documents reflecting the complete terms of the Lease Agreement. The lease is for a 2-year term, with renewal options. Elio Longo provided background and insight to the financial component, including that any reasonable upgrades requested by the Town is included in the total appropriated budget for the project. BOE Director of Facilities Ted Hunyadi provided plans for the security of the site during construction and after completion. Mr. Marpe read the resolution for approval to include the noted inclusion of the Addendum. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that Lease Agreement No. 37797 and Addendum No 1 to Vanguard Lease Agreement No. 37797 between Vanguard Modular Building Systems, LLC and the Town of Westport for modular classrooms to be located at Bedford Middle School property is hereby APPROVED.

APPROVE PROGRAM SERVICES MANAGER AGREEMENT BETWEEN TOWN OF WESTPORT AND VINMAS, CORP FOR CMS REHABILITATION PROJECT

2. Deputy Director of Public Works John Broadbin and Attorney Doug LoMonte presented Item #2. Mr. Broadbin stated that Sue Chipouras will be the “resident” on-site coordinator representing the Town. Attorney LoMonte indicated that the AIA Document and associated

attachments passed legal review. Upon Motion by Jim Marpe, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Program Manager Services Agreement between the Town of Westport and Vinmas Corp. for services to be performed by Susan Chipouras for the Coleytown Middle School Rehabilitation Project is hereby APPROVED.

ADJOURNMENT

Upon motion by Jennifer Tooker, seconded by Melissa Kane and passing by a vote of 3-0, the meeting was adjourned at 9:55 AM.

Eileen Francis
Recording Secretary