

Board of Selectmen Meeting
April 10, 2019
APPROVED MINUTES
***REVISED 08-28-2019**

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, April 10, 2019 at 9:00 a.m. in Westport Town Hall Room 307/309. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Sara Harris, John Broadbin, Doug LoMonte, Jennifer Fava, Elaine Daignault, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

MINUTES

1. Jennifer Tooker presented Item #1. Melissa Kane noted that she would abstain because she did not attend the March 27 meeting. Mr. Marpe noted a minor revision to the description of a property related to the discussion for Item #3. Upon motion by Jim Marpe, seconded by Jennifer Tooker and passing by a vote of 2-0-1 (Jim Marpe and Jennifer Tooker voting in the affirmative, Melissa Kane abstaining) it was:

RESOLVED, that the minutes of the Board of Selectmen's public meeting of March 27, 2019 are hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND WISS, JANNEY, ELSTNER ASSOCIATES, INC. RELATED TO THE COLEYTOWN MIDDLE SCHOOL REHABILITATION PROJECT

2. Deputy Director of Public Works John Broadbin and Attorney Douglas LoMonte presented Item #2. Mr. Broadbin and Attorney LoMonte noted that the agreement is one of several associated with the CMS Building project. This contract with Wiss, Janney is for Construction Manager. Mr. Broadbin outlined the scope of work for which Wiss, Janney would be responsible under the terms of the Agreement. He stated that Wiss, Janney is well acquainted with the project and provides a high level of expertise. Mr. LoMonte provided review of the contract terms, and his analysis that it passes legal review. Board of Education and CMSBC member Karen Kleine asked about the scope of work related to site work and the roof. The presenters assured her that Wiss, Janney is a certified roofing consultant, and they are comfortable with Wiss, Janney's ability to assess and provide the management services. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Construction Manager Agreement between the Town of Westport and Wiss, Janney, Elstner Associates, Inc., as it relates to the Coleytown Middle School rehabilitation project, is hereby APPROVED.

****REVISED 08-28-2019 AS FOLLOWS:***

RESOLVED, that the ~~Construction Manager~~ Design Engineering Services Agreement between the Town of Westport and Wiss, Janney, Elstner Associates, Inc., as it relates to the Coleytown Middle School rehabilitation project, is hereby APPROVED.

APPROVE AWARD OF CONTRACT RFQ 19-951 TO NEWFIELD CONSTRUCTION AS IT RELATES TO THE COLEYTOWN MIDDLE SCHOOL REHABILITATION PROJECT

3. Deputy Director of Public Works John Broadbin and Attorney Douglas LoMonte presented Item #3. Mr. Broadbin outlined the process by which Newfield Construction was interviewed and selected as the award winner by the CMSBC. This Agreement with Newfield Construction is for Construction Manager as Constructor. He indicated that Newfield demonstrated a high level of accuracy, were very well qualified, and demonstrated a history of success in other projects. Board of Education and CMSBC member Karen Kleine stated that the CMSBC unanimously approved the award of contract to Newfield. Mr. LoMonte provided legal analysis and stated that he was comfortable with the terms of the contract. 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 (RFQ 19-951T) to Newfield Construction for Construction Management Services as it relates to the Coleytown Middle School Rehabilitation project is hereby APPROVED.

APPROVE REVISIONS TO THE PARKS & RECREATION DEPARTMENT'S RULES AND REGULATION RELATED TO USE OF CERTAIN FLOTATION DEVICES AT COMPO BEACH.

4. Parks & Recreation Director Jennifer Fava presented Item #4. Ms. Fava stated that the revisions are in response to public input and the Parks & Recreation Commission's review of conditions at Compo Beach. She explained that there were circumstances whereby beachgoers may use the flotation devices based on conditions and at the discretion of the Waterfront Director, Discussion continued regarding the means by which the public would be notified of these revisions. Ms. Fava assured the Board that the Parks & Recreation Department has the capacity to communicate all the rules to the beach-going public. She also noted the plans to expand the areas for play at Compo Beach, in response to residents' requests and concerns. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that upon the request of the Parks & Recreation Commission, the proposed revision to the "Rules and Regulations Governing the Use of Municipal Beaches, Yacht Basins, Longshore Club Park, Park Areas and Recreation Facilities" to state: "Between May 1 and September 30, the use of flotation devices such as boogie boards and skim boards are permitted at the discretion of the Waterfront Director" is hereby APPROVED.

APPROVE RESOLUTION PROCLAIMING 2019 AS THE "YEAR OF THE POLLINATOR" IN WESTPORT

5. Kelle Ruden and Liz Milwe, representing the Garden Club and Wakeman Town Farm respectively, presented Item #5. They provided background to the initiative, including sponsorship from local organizations and businesses. The purpose of the project is to educate and enhance practices surrounding gardening and landscaping, while placing an emphasis on planting local native plants, trees and shrubs to encourage pollinators. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Town of Westport and First Selectman James S. Marpe do hereby recognize and support the Westport Pollinator Pathway Project, and the proclamation as 2019 as the "Year of the Pollinator" in Westport, is hereby APPROVED.

Item 6 including after Westport News publication deadline

APPROVE ASSISTANCE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND THE STATE OF CONNECTICUT AND APPROVE RESOLUTION

Original Agenda Item: To take such action as the meeting may determine to approve the Assistance Agreement between the State of Connecticut and the Town of Westport under the Small Cities Community Development Block Grant Program for FY 2018-2020 addressing Public Service and Homelessness Diversion Activities in Fairfield County and further, to approve the accompanying Resolution.

6. Human Services Director Elaine Daignault presented Item #6, Ms. Daignault provided background and explanation as to the necessity for both the document and the accompanying resolution to complete the submission of documents necessary to receive the funding for the grant addressing homeless diversion activities. Assistant Town Attorney Eileen Flug Assistant Town Attorney Eileen Flug stated that the documents passed legal review, and that she has been involved with the process. Jennifer Tooker read the precise resolution as stated below into the record. Upon motion by Jennifer Tooker, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Board of Selectmen is cognizant of the conditions and prerequisites for State Assistance by part VI of Chapter 130 of the Connecticut General Statutes; and

FURTHER RESOLVED, that the filing of an application by the Town of Westport in an amount not to exceed \$400,000, and that the First Selectman of Westport is authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Westport is hereby APPROVED.

ITEM #8 WAS PRESENTED AT THIS TIME

8. Human Services Director Elaine Daignault presented Item #8. The original agenda item was revised to reflect an accurate description of the Agreement as well as correct the FY dates. Ms. Daignault indicated that the department is already functioning in this manner, and that this Agreement has been updated. She is very comfortable and happy with the Project Administrator. Assistant Town Attorney Eileen Flug stated that the agreement passed legal review. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was;

RESOLVED, that the 2018 CDBG Project Administrator Agreement between the Town of Westport and Supportive Housing Works to provide Program Coordination for the Fairfield County Public Service Homelessness Diversion to the Small Cities/ Community Development Block Grant Program for FY2018-~~20~~21 is hereby APPROVED.

ACTING AS THE LOCAL TRAFFIC AUTHORITY, TO APPROVE THE INSTALLATION OF A CROSSWALK IN TOWN ROADWAY KNOWN AS WESTON ROAD

7. Town Engineer Keith Wilberg, Staff Corporal Al D'Amura and representatives from Able Construction presented Item #7. Mr. Wilberg confirmed that he has been in contact with the State DOT to discuss the appropriate engineering and placement of the crosswalk, which is needed at that intersection due to the proposed sidewalk improvements and the signalized configuration. The developer of the project at 500 Main Street indicated that the crosswalk is required in order to obtain an encroachment permit from the State. The Board was concerned that its approval could cause unintended consequences. Mr. Wilberg assured the Board that he would be judicious in his interactions with the CT DOT and that the best interests of the Town would be considered. Upon motion by Jim Marpe, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that acting in its capacity as the Local Traffic Authority, the installation of a crosswalk on that section of the Town roadway known as Weston Road at its intersection with Easton Road and Main Street, and further described in the plans submitted by Able Construction, contingent upon compliance with comments from relevant Town Departments, 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 10:30 AM

Eileen Francis, Recording Secretary