

Board of Selectmen Meeting
August 28, 2019
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control held a public meeting on Wednesday, August 28, 2019 at 9:00 a.m. in Westport Town Hall Room 201/201A. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Elaine Daignault, Holly Betts, John Broadbin, Keith Wilberg, Bryan Thompson, 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 Selectmen's meeting of July 24, 2019 are hereby APPROVED.

2. WITHDRAWN after Westport News publication deadline.

APPROVE NAMING ELM STREET PARKING LOT IN HONOR OF SIGRID SCHULTZ AND FORWARDING RECOMMENDATION TO THE RTM

3. Dewey Loselle, Chair of the Downtown Plan Implementation Committee, presented Item # 3. Mr. Loselle provided background and some historical perspective about Ms. Schultz: her life, career, and contributions to the community, both locally and internationally through her involvement in World War II. He stated that the DPIC was in favor of this naming, and requested that the Board approve it and forward the recommendation to the RTM. Assistant Town Attorney Eileen Flug noted that the address of the parking lot on Elm Street was 36 Elm Street, and the originally item was revised. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the naming of the Town owned property known as 36 Elm Street in honor of Sigrid Schultz is hereby APPROVED; and

FURTHER RESOLVED, that such approval shall be forwarded to the Moderator of the Representative Town Meeting to be placed on the agenda for the next available meeting, in accordance with the Policy for Naming Town Property.

APPROVE USE OF VETERANS GREEN FOR THE WESTPORT HISTORICAL SOCIETY GALA SEPTEMBER 28, 2019

4. The Westport Historical Society did not have a representative to present Item #4. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the request from the Westport Historical Society for the use of the Town Property known as Veterans Green from Friday, September 27, 2019 (set up) to Sunday, September 29, 2019 (breakdown) for the 2019 Westport Historical Society Benefit Gala scheduled for Saturday, September 28, 2019, contingent upon compliance with recommendations from Town departments and

in accordance with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways is hereby APPROVED.

APPROVE DIRECTIONAL SIGNS TO THE LILLIAN WADSWORTH ARBORETUM

5. Tree Board Member Ed Picard presented Item #5. Mr. Picard provided photos of the current directional signage to Earthplace, and noted that the new signs will be the same style and size as those already affixed to poles in that area. The Public Works representatives stated that they would work with the Tree Board to have the signs manufactured in accordance with the MUTCD guidelines. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the placement of directional signs to the Town owned property known as the Lillian Wadsworth Arboretum located at Woodside Avenue is hereby APPROVED.

ACCEPT GIFT OVER \$5001 FROM WESTPORT WESTON FOUNDATION

6. Director of Human Services Elaine Daignault presented Item #6. Ms. Daignault stated that the donation will be included in the account for Families in Need, including the 2019 Campership Program. This year, 57 families and 88 children were served by the program. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the acceptance of a gift in an amount greater than \$5001.00 from the Westport Weston Foundation to the Department of Human Services Campership Program, in accordance with the Policy for Gifts to the Town, is hereby APPROVED.

APPROVE AFFILIATION AGREEMENT BETWEEN TOWN OF WESTPORT AND UNIVERSITY OF NEW HAVEN

7. WCSA Program Director Holly Betts presented Item #7. Ms. Betts provided background to the program as well as the perspective the interns bring to the seniors. This is the 4th year of the internship program, and Ms. Betts stated it is favorably received. Assistant Town Attorney Eileen Flug noted that the contract may require a minor revision specifically related to the term. 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 Director of Human Services and contingent upon final review by the Town Attorney's Office, the Affiliation Agreement between the Town of Westport and the University of New Haven as it relates to the Dietetic Internship Program at the Westport Center for Senior Activities is hereby APPROVED.

APPROVE AMENDMENT 1 TO AIA DOCUMENT B133 BETWEEN THE TOWN OF WESTPORT AND WISS, JANNEY, ELSTNER ASSOCIATES FOR SERVICES FOR THE CMS REHABILITATION PROJECT

8. Assistant Director of Public Works and CMSBC member John Broadbin presented Item #8. Mr. Broadbin provided a detailed description of the status of the CMS Rehabilitation project, as well as the terms of the amendment, including but not limited to scope, compensation, and full definition of the work product. Mr. Broadbin stated that, as of this date, the accelerated rehabilitation project is on budget and on schedule. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0 it was:

RESOLVED, that Amendment 1 to the AIA document B133 between the Town of Westport and Wiss, Janney Elstner Associates agreement, dated April 11, 2019, as it relates to the scope of the Architect's professional services and compensation for the Coleytown Middle School building project is hereby APPROVED.

APPROVE CONSULTING AGREEMENT BETWEEN TOWN OF WESTPORT AND ENVIRONMED SERVICES, INC.

9. Assistant Director of Public Works and CMSBC member John Broadbin presented Item #9. Mr. Broadbin described the RFP process, including the negotiations for the scope of work and the associated budget. Mr. Broadbin further described Environmed's independent testing process that would be used in CMS, and his opinion that the company had the ability to adequately present the complete findings to the general public. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the consulting agreement between the Town of Westport and Environmed Services, Inc. as it relates to environmental engineering services for the Coleytown Middle School building project is hereby APPROVED.

REVISION TO BOARD OF SELECTMEN APRIL 10, 2019 APPROVED MINUTES

Recording Secretary Eileen Francis noted that the previously approved minutes from April 10, 2019 required revision to accurately reflect the contract between the Town of Westport and Wiss, Janney Elstner, dated April 11, 2019. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, the following revision was APPROVED:

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 CONSULTING ENGAGEMENT LETTER OF AGREEMENT BETWEEN THE TOWN OF WESTPORT AND MARSH & McLELLAN

10. Assistant Town Attorney Eileen Flug presented Item #10. Ms. Flug stated that the contract was the same as the past year, with no increase in compensation, and that the Town is pleased with the long-time services of the insurance consultant Marty Burger. Upon motion by , seconded by it was:

RESOLVED, that the Consulting Engagement Letter of Agreement between the Town of Westport and Marsh & McLennan Agency, LLC for services related to Workers Compensation, Property and Casualty Renewals, and analysis and assistance with the Town and Board of Education Safety and Health Committees is hereby APPROVED.

APPROVE AWARD OF CONTRACT FOR BID 20-969T TO FGB CONSTRUCTION

11. Town Engineer Keith Wilberg presented Item #11. Upon motion by Jim Marpe, seconded by Melissa Kane, it was:

RESOLVED, that the Award of Contract for Bid 20-969T, Pavement Preservation and Repairs Fall 2019, in the amount of \$958,658.11 to low bidder FGB Construction Company is hereby APPROVED.

ITEM #12 IS NOTED THE WPCA MINUTES OF AUGUST 28, 2019

ADJOURNMENT

Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, the meeting
ADJOURNED at 10:15 AM

Eileen Francis, Recording Secretary