

Board of Selectmen Meeting  
December 11, 2019  
APPROVED MINUTES

The Westport Board of Selectmen meeting was called to order on Wednesday, December 11, 2019, in Westport Town Hall Room 201/201A.

EXECUTIVE SESSION

At 8:35 AM, upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the Board entered into Executive Session to discuss 1) potential litigation and 2) pending litigation regarding Cross Street, LLC. v. Town of Westport P&Z Commission.

The Board moved out of Executive Session and the regular session resumed at 9:05 AM.

REGULAR SESSION

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, December 11, 2019 commencing at 9:05 a.m. in Westport Town Hall Room 201/201A. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Jennifer Fava, Rick Giunta, Sam Arciola, Al D'Amura, Harry Whiteley, Bryan Thompson, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

MINUTES

1. Jennifer Tooker presented Item #1. 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 public meeting of November 13, 2019 and the Water Pollution Control Authority's public meeting of November 13, 2019 are hereby APPROVED.

APPROVE REFUND OF 3-YEARS' OVERPAYMENT OF TAXES FOR HOMES WITH HOPE

2. Tax Collector Harry Whiteley and Assistant Town Attorney Eileen Flug presented Item #2. Mr. Whiteley explained that the accounting and resulting overpayment was an oversight between the Assessor and the Tax Collector's Offices, and that it will not occur on the future. He described how the refund would be applied based on the percentage of the overall tax assessment for the eligible years. Jeff Wieser, representing Homes With Hope thanked the Tax Collector for recognizing the oversight, and noted that the Homes With Hope management would be more vigilant in the future by bringing any discrepancies to the Town's attention. 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 Tax Collector, and in accordance with CGS §12-129, the refund of 3 years' overpayment of taxes in the amount of \$12,526.71 as it relates to a 35% abatement that was not applied to the 2016, 2017 and 2018 tax bills paid by Homes With Hope, Inc. for properties at 90, 92-94 and 98 Saugatuck Avenue, Westport, CT is hereby APPROVED.

APPROVE AWARD OF RFP 20-981-T TO BRIGHTVIEW GOLF MAINTENANCE

3. Parks & Recreation Director Jen Fava presented Item #3. Ms. Fava described the RFP process and the reason why of the 2 bidders, the low bidder was disqualified. Since BrightView was the qualified bidder, it is already under contract with the Town, and that the management of BrightView is comfortable with the terms, upon advice of Town Counsel, it was determined that the most efficient action was to amend BrightView's original contract. Ms. Fava spoke of the positive comments and results of BrightView's management. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Parks & Recreation Director, waive the low-bid is WAIVED, and the award of RFP #20-981-T (Professional Golf Course Maintenance) to BrightView Golf Maintenance for professional golf course maintenance of Longshore Club Park is hereby APPROVED.

APPROVE SECOND 1-YEAR TERM RENEWAL BETWEEN THE TOWN AND JANIK GOLF, LLC

4. Parks & Recreation Director Jen Fava presented Item #4. Ms. Fava noted that the department has received positive feedback on Mr. Janik's services, and he has proven to be an asset to the golf course and the programs. 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 Parks & Recreation Director, the second 1-year term renewal of the agreement between the Town of Westport and Janik Golf, LLC for the services of a golf professional at Longshore Golf Course is hereby APPROVED.

***REVISION #1 ADDITION 12-06-2019***

APPROVE AMENDMENT TO THE LEASE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND PAL RE LONGSHORE PAVILION CONCESSIONS

5. Parks & Recreation Director Jen Fava presented Item #5. Ms. Fava explained that there was no concessionaire at the location, and that the season was already in progress. Deputy Chief Sam Arciola, representing the Police Athletic League (PAL) stated that there was a need to get a provider as soon as possible. All agreed that this was the most expeditious way to manage the current situation. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that an Amendment to the License Agreement between the Town and the Westport Police Athletic League (PAL), to authorize the PAL to use and operate the kitchen, food preparation and patron service areas in the Longshore Pavilion during the 2019-2020 skating season is hereby APPROVED.

APPROVE BOATING AND CHARITY GOLF TOURNAMENT FEES FOR 2020 PARKS AND RECREATION SEASON

6. Parks & Recreation Director Jen Fava and Deputy Parks & Recreation Director Rick Giunta presented Item #6. Ms. Fava and Mr. Giunta explained that the boating fees were last increased in 2012; the fees were updated as part of the budget process, they have been vetted through the Boating Advisory Committee and the Parks & Recreation Committee. Ms. Fava noted that the fees were "on par" with the fellow surrounding municipalities. Further, Ms. Fava noted that the fees for the Charity golf functions have been slowly increasing to align with fees charged prior to the current favorable conditions Longshore. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was;

RESOLVED, that upon the recommendation of the Parks & Recreation Commission, the following fees for the 2020 Parks & Recreation season:

2020 Parks and Recreation Boating fees:

<b>Category</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
Rowboats/Jet Ski up to 16'	\$ 400.00	\$ 425.00
(12-18)	\$ 725.00	\$ 770.00
(19-21)	\$ 875.00	\$ 930.00
(22-26)	\$ 1,400.00	\$ 1,505.00
(22-27)	\$ 1,470.00	\$ 1,580.00
(28-34)	\$ 1,900.00	\$ 2,090.00
(34-40)	\$ 2,450.00	\$ 2,695.00
<b>Dry Storage and Permits</b>		
Resident Sunfish/Kayak/Hand Dollies	\$ 110.00	\$ 150.00
Non-Resident Sunfish/Kayak/Hand Dollies	\$ 155.00	\$ 200.00
Additional Kayak (same rack)	\$ 30.00	\$ 0
Resident Hobie/Trailer	\$ 220.00	\$ 245.00
Non-Resident Hobie/Trailer	\$ 295.00	\$ 325.00
Resident Dinghy	\$ 110.00	\$ 125.00
Non-Resident Dinghy	\$ 290.00	\$ 290.00
Resident Ramp Permit	\$ 85.00	\$ 85.00
Weston Ramp Permit	\$ 180.00	\$ 180.00
Launch Permit Season	\$ 45.00	\$ 45.00
Launch Permit Daily	\$ 15.00	\$ 15.00
Transient	\$ 2.00/ft	\$ 2.00/ft

Charity Golf Tournaments held at the Longshore Club Park:

<b>Event</b>	<b>Current</b>	<b>Proposed</b>
Golf Outing - Morning Shotgun Start	\$ 2,000.00	\$ 2,500.00
Golf Outing - Morning and Afternoon Shotgun Start	\$ 3,500.00	\$ 4,250.00

Are hereby APPROVED.

REVIEW AND APPROVE LOCAL TRAFFIC AUTHORITY POLICY AND PROCEDURES FOR ROAD SIGNS.

7. Selectman's Office Manager Eileen Francis and Officer Al D'Amura presented Item #9. Ms. Francis provided background to the informal process currently utilized. It is anticipated that a written policy will be helpful as a guideline for residents who have requests, as well as the manner in which Town departments address them efficiently and effectively. The Board was reminded that this is procedural only; helpful in its ability to guide and inform the general public; that it could be amended or revised at the discretion of the selectman. It was noted that any requests considered in the interest of public safety and convenience may be initiated by internal departments. RTM D5 Member Dick Lowenstein spoke, stating that the town was "not doing enough" to manage traffic. Melissa Kane was concerned about the need for a petition. She requested that the process be clearer as to the need for a petition when a town department

makes a request. Assistant Town Attorney Eileen Flug agreed to a revise the language to clarify the process. Upon motion by Jim Marpe, seconded by Jen Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Local Traffic Authority Policy and Procedures for Road Signs as it relates to traffic signs, associated road markings, crosswalks and other traffic devices on Town roadways that are within the Traffic Authority's jurisdiction as shown on the OSTA Guidelines is hereby APPROVED.

*ITEM #8 IS NOTED ON THE WPCA MINUTES OF 12-11-2019*

APPROVE FEBRUARY 2020 - FEBRUARY 2021 PUBLIC MEETING CALENDAR

9. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Board of Selectmen, Traffic Authority and Water Pollution Control Authority's February 2020 through February 2021 public meeting calendar 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 10:45AM.

Eileen Francis  
Recording Secretary