

Board of Selectmen Meeting
January 8, 2020
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, January 8, 2020 at 9:00 a.m. in Westport Town Hall Room 201/201A. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Patty Strauss, Elaine Daignault, Eileen Zhang, Lynn Scully, Foti Koskinas, Sam Arciola, David Farrell, Ryan Paulsson, members of the public, presenters as noted in the minutes and Eileen Francis, recording secretary.

ANNOUNCEMENTS: First Selectman Jim Marpe presented a Proclamation for Law Enforcement Appreciation Day (LEAD) to members of the Police Department in attendance.

MINUTES

1. Jen Tooker presented Item #1. 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 December 11, 2019 and the Water Pollution Control Authority's public meeting of December 11, 2019 are hereby APPROVED.

AUTHORIZE JIM MARPE TO EXECUTE AND DELIVER THE CONTRACT BETWEEN THE STATE LIBRARY AND THE TOWN FOR FY 2020 HISTORIC DOCUMENTS PRESERVATION GRANT

2. Town Clerk Patty Strauss presented Item #2. Ms. Strauss stated that this was an annual grant request, the grant funds will be utilized to continue back-scanning public records, a portion of the funds will be for purchasing updated equipment, and the remaining funds are for employee compensation. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the First Selectman James S. Marpe is hereby empowered to execute and deliver the contract between the State of Connecticut, Connecticut State Library and the Town of Westport for the FY 2020 Historic Documents Preservation Grant award in the amount of \$7,500.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND LIBERATION PROGRAMS FOR A LICENSED DRUG AND ALCOHOL COUNSELOR AT STAPLES HIGH SCHOOL

3. Director of Human Services Elaine Daignault presented Item #3. Ms. Daignault explained the program and the long-term relationship between the Town and Liberation Programs, Inc. The part-time counselor will provide additional support, it is a new model for the Town counseling services, and Ms. Daignault is pleased to be working with Liberation Programs. CEO of Liberation Programs, John Hamilton, spoke about the numerous programs and resources that Liberation provides, its history with the Town and other communities it serves. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement between the Town of Westport and Liberation Programs, Inc. as it relates to providing services with a Licensed Drug and Alcohol Counselor at Staples High School is hereby APPROVED.

APPROVE MASTER CUSTOMER SERVICE AGREEMENT BETWEEN DRUVA AND THE TOWN OF WESTPORT FOR IT BACKUP SOLUTION SERVICES

4. Information Technology Director Eileen Zhang presented Item #4. Ms. Zhang indicated that she thoroughly studied and researched companies that accommodate this type of specific government-related back up data services. She is comfortable that DRUVE is the best company. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, the Master Customer Agreement between DRUVA inSync and the Town of Westport as it relates to cloud backup solution services is hereby APPROVED.

APPROVE TERMS OF THE ENGAGEMENT LETTER BETWEEN THE TOWN AND COHN REZNICK FOR INTERANL AUDTING SERVICES

5. Town Auditor Lynn Scully presented Item #5. Ms. Scully explained the recent process by which she pre-qualified companies to perform internal audits. Cohn Reznick was one of the eight pre-qualified companies, and Ms. Scully is comfortable with its proposal for an audit of the Senior Services Division of the Human Services Department. Director of Human Services Elaine Daignault stated that the department is excited to embark on the process, Assistant Town Attorney Eileen Flug stated that the approval should be subject to final review from 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 the terms of the Engagement Letter between the Town of Westport and CohnReznick, LLP to provide internal audit consulting services for the Senior Services Division of the Human Services Department is hereby APPROVED, subject to final approval from the Town Attorney.

APPROVE SERVICES AGREEMENT BETWEEN THE TOWN OF WESTPORT AND REALTERM ENERGY US SERVICES LP FOR STREET LIGHT MAINTENANCE AND REPAIR

6. Director of Public Works Peter Ratkiewich presented Item #6. Mr. Ratkiewich stated the current status of the project in which the Town purchased the lights from Eversource and are replacing with LEDs. This agreement is a "repeat" of the previous short term agreement with RealTerm for service and maintenance of the now town-owned lights. The agreement is subject to final review by 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 Services Agreement between the Town of Westport and RealTerm Energy US Services LP for Street Light Maintenance and Repair of Town-Owned LED street light assets is hereby APPROVED, subject to final approval from the Town Attorney.

ITEM #7 IS NOTED ON THE WPCA MINUTES OF 01-08-2019

ADJOURNMENT

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

Eileen Francis
Recording Secretary