

Board of Selectmen Meeting
February 26, 2020
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, February 26, 2020 at 9:00 a.m. in Westport Town Hall Room 201/201A In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Foti Koskinas, Dave Farrell, Lynn Scully, Michael Kronick, Rob Yost, Eileen Zhang, Bryan Thompson, Marc Hartog, Sara Harris, presenters as noted in the minutes, members of the public or departments presenting, and Eileen Francis, recording Secretary.

REVISION #1 02-24-2020

It is anticipated that the Board of Selectmen will vote to enter into Executive Session at 8:45 AM to discuss a matter concerning security strategy.

The public meeting was called to order at 8:45. Immediately thereafter, upon motion by Jim Marpe, seconded by Jennifer Tooker and passing by a vote of 3-0, the Board entered into Executive Session *to discuss a matter concerning security strategy*. The Board ended the Executive Session and continued with the public meeting at 9:01 am.

Once the public meeting was in session, upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the Board voted to approve the Agreement as discussed in the Executive Session.

ANNOUNCEMENTS

Mr. Marpe requested Director of EMS Services Marc Hartog to provide a briefing to address concerns and the town's preparedness relative to the Coronavirus. Members of the DEMHSS Preparedness Team, including Director of Emergency Operations Rob Yost provided some additional details.

MINUTES

~~4.~~ 1. Jennifer 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 February 12, 2020 are hereby APPROVED.

ITEM #7 WAS HEARD AT THIS TIME

APPROVE TRADEMARK LICENSEING AGREEMENT BETWEEN FOR THE US 2020 CENSUS LOGO

7. 2. Operations Director Sara Harris presented Item #2. Ms. Harris explained the request to utilize the Census Logo on marketing materials. Ms. Harris also gave an update on the Town's Task Force to inform the public about the census and to encourage residents to be counted.

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

RESOLVED, that the Trademark License Agreement between the US Department of Commerce and the Town of Westport as it relates to the use of the 2020 Census® logo on promotional materials is hereby APPROVED.

APPROVE TRAFFIC SAFETY REGULATIONS RELATED TO TEMPORARY WORK / TRAFFIC CONTROL ZONES

~~2.~~ 3. Police Chief Foti Koskinas presented Item #3. Chief Koskinas explained that there is no regulation currently that addresses contractors' use of the roadways without benefit of flagmen or police presence for traffic control. This regulation will provide accountability and require police notification. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, the proposed Traffic Safety Regulation as it relates to temporary work or temporary traffic control zones is hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND VISUAL COMPUTER SOLUTIONS FOR JOBS 4 BLUE SOFTWARE

~~3.~~ 4. Police Chief Foti Koskinas presented Item #4. Chief Koskinas explained the current system of assigning outside duty details, and that this system will aid in that process, as well as eliminate the need for an officer perform the function, creating a more efficient and equitable rotation for the jobs. There will be a processing fee that will be passed onto the customer. 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 Visual Computer Solutions as it relates to the Jobs4blue software service for coordinating police officers outside duty details and contingent upon final approval from the Town Attorney's Office, is hereby APPROVED.

APPROVE MEMORANDUM OF UNDERSTANDING BY AND BETWEEN THE CT DEPT OF EMERGENCY SERVICES AND PUBLIC PROTECTION AND THE TOWN FOR USE OF CT LAND MOBILE RADIO NETWORK

~~4.~~ 5. Deputy Fire Chief Michael Kronick presented Item #5. The Deputy Chief indicated that this was a no-cost agreement, non-binding agreement and that the town would abide by State regulations in utilizing the network. The Fire Department radio system is very strong and compatible with the State's. And helpful in efficiently managing the radios. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Memorandum of Understanding by and between the Connecticut Department of Emergency Services and Public Protection, Division of Statewide Emergency Telecommunications and the Town of Westport as it relates to the Fire Department's use of the Connecticut Land Mobile Radio Network, and contingent upon final approval from the Town Attorney's Office, is hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND MITCHELL ASSOCIATES FOR ARCHITECTURAL SERVICES FOR FIRE STATIONS

~~5.~~ 6. Deputy Fire Chief Michael Kronick presented Item #6. Deputy Chief Kronick explained the process and the history behind the need for the study, stating that the terms of this Agreement included a cost benefit analysis, facilities assessment, and master plan. He noted further that Mitchell Associates specialized in the type of project the town required. He also stated that this comprehensive plan was more robust than that which was described in the Matrix Report. He confirmed that the Board of Finance has appropriated the funds. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement between Mitchell Associates and the Town of Westport for architectural design services for four (4) fire stations, pursuant to RFQ 19-944T, and contingent upon final approval from the Town Attorney's Office, is hereby APPROVED.

APPROVE MASTER SUBSCRIPTION AGREEMENT BETWEEN THE TOWN OF WESTPORT AND GRANICUS, LLC

~~6.~~ 7. IT Director Eileen Zhang presented Item #7. Ms. Zhang explained the history of the Town's association with Granicus and the details of the Agreement. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Master Subscription Agreement between the Town of Westport and Granicus, LLC for the Town of Westport govAccess hosting service subscription and contingent upon final approval from the Town Attorney's Office, is hereby APPROVED.

~~7.~~ See Item 2.

Items 8- 11 were presented by WPCA Systems Collection Supervisor Bryan Thompson, there were no votes taken. This is for scheduling purposed only.

8. To schedule a date for a Final Benefit Assessment Hearing as it relates to the extension of the public water main to service properties located in all or part of Broad Street, Cavalry Road and Crooked Mile Road (Contract W7). HEARING SCHEDULED FOR APRIL 22, 2020

9. To schedule a date for a Final Benefit Assessment Hearing as it relates to the extension of the public water main to service properties located on Elwil Drive (Contract W8). HEARING SCHEDULED FOR APRIL 22, 2020

10. Acting in its capacity as the Water Pollution Control Authority, to schedule a date for a Final Benefit Assessment Hearing as it relates to the Sanitary Sewer Extension Project at Clinton Avenue, Fallow Street, Breezy Knoll, Sniffen Road, Loren Lane, Calumet Road, Stone Drive & Richmondville Avenue (Contract 71). HEARING SCHEDULED FOR APRIL 22, 2020

11. Acting in its capacity as the Water Pollution Control Authority, to schedule a date to consider proposed assessments and to determine final assessments to be levied for the construction or acquisition

of sewerage system(s) affecting supplemental sanitary sewer connections approved during 2019.
HEARING SCHEDULED FOR APRIL 22, 2020

ADJOURNMENT

Upon motion by passing by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting was adjourned at 10:50 AM

Eileen Francis, Recording Secretary