

Board of Selectmen Meeting  
April 22, 2020  
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, April 22, 2020 at 9:00 a.m. Pursuant to the Governor's Executive Order No. 7B, it was held electronically, live streamed on www.westportct.gov, and broadcast on Westport's Optimum Government Access Channel 79 and Frontier Channel 6020. In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Peter Ratkiewich, Bryan Thompson, Susan Pfister, Susan Stefenson, presenters as noted in the minutes, and Eileen Francis, recording secretary.

MINUTES

1. Jen 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 meeting of April 1, 2020 are hereby APPROVED.

APPROVE ACCEPTANCE OF THE SCULPTURE KNOWN AS ROCK, PAPER, SCISSORS MONUMENT TO THE WESTPORT PUBLIC ARTS COLLECTION

2. Town Curator and WAAC member Kathie Bennewitz and WAAC Co-chair Nancy Diamond presented Item #2. Ms. Bennewitz provided the history of the art sculpture and the possible areas in Town where it may be installed, noting that other town bodies will be reviewing that aspect of the gift acceptance process. She also noted that the ongoing maintenance of the sculpture will be managed by the Arts Advisory Committee and the cost of such maintenance is included in its budget. Ms. Diamond concurred with Ms. Bennewitz. The WAAC and the Board of Selectmen thanked the donors, Bill Scheffler and Ann Sheffer, for their generous gift and their longstanding contributions to the art community in Westport. It was noted that there would be two additional opportunities to request details about the options for the sculpture's potential location at public meetings of the P&Z Commission and RTM. 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 Westport Arts Advisory Committee and in accordance with the Policy for Gifts to the Town, to accept the donation of the sculpture known as *Rock, Paper, Scissors Monument* (2013) to the Westport Public Arts Collection is hereby APPROVED; and

FURTHER RESOLVED, that the First Selectman is hereby AUTHORIZED to recommend its acceptance by the Representative Town Meeting.

APPROVE MOU BETWEEN FOR EXPANSION OF PROGRAM TO INCLUDE FROZEN MEALS TO GO SERVICES FOR SENIORS

3. Director of the Westport Center for Senior Activities Sue Pfister presented Item #3. Ms. Pfister explained that due to the COVID-19 pandemic, there was a need to include frozen meals to go in the plan currently utilized by the Senior Center. The MOU updated the agreement between the Southwestern Connecticut Agency on Aging and the Town. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the MOU between the Town of Westport and Southwestern Connecticut Agency on Aging, Inc. as it relates to the process and requirements of the Elderly Nutrition Program (ENP)

expansion for providing frozen to go meals services at the Westport Center for Senior Activities is hereby APPROVED.

APPROVE CATERING AGREEMENT BETWEEN THE TOWN AND CREATIVE CULINARY SERVICES, LLC

4. Director of the Westport Center for Senior Activities Sue Pfister presented Item #4. Ms. Pfister and Assistant Town Attorney Eileen Flug provided background on the Agreement. Creative Culinary has an existing Agreement with the Western Connecticut Council on Aging, and this Agreement formalizes the arrangement between Creative Culinary and the Town of Westport. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Catering Agreement between the Town of Westport and Creative Culinary Services, LLC for the provision of catering services to the Center for Senior Activities for its Senior Nutrition Program is hereby APPROVED.

ITEM #10 - Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the Board approved revising the agenda to hear Item #10 after Item #4.

APPROVE MOU BETWEEN TOWN OF WESTPORT AND CT UNITED WAY FOR COVID-19 RESPONSE FUNDS

*\*\*REVISION 2 Added 04-20-2020*

10. Susan Stefenson representing the Human Services Department presented Item #10. Ms. Stefenson and Assistant Town Attorney Eileen Flug explained that the MOU is necessary so that the Human Services Department personnel have the authority to distribute and administer the funds collected by the CT United Way specifically for the COVID-19 pandemic. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Memorandum of Understanding between the Town of Westport and the United Way of Coastal Fairfield County as it relates to the administration of the Connecticut United Way's COVID-19 Response Fund (CTUW Fund) is hereby APPROVED.

ITEMS 5-8

WPCA Collection Systems Supervisor Bryan Thompson presented Items 5-8. For each, Mr. Thompson explained how the process proceeded from petition to final assessment, including the schedules of public meetings where the Board of Selectmen, the Planning and Zoning Commission, the Board of Finance and the RTM reviewed the applicable components for the project, including but not limited to, review of the CGS Sec 8-24 requests, bids and appropriations approvals, and cost analyses before, during and after the construction. Mr. Thompson noted that questions concerning the assessment notices were reviewed and answered prior to the meeting.

APPROVE FINAL BENEFIT ASSESSMENTS FOR WATER MAIN EXTENSION CONTRACT W7

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

RESOLVED, that in accordance with Chapter 147, Article III, of the Town of Westport Code the final benefit assessments for the extension and installation of a public water main to service properties located in all or part of Broad Street, Cavalry Road and Crooked Mile Road (Contract W7) are hereby APPROVED.

APPROVE FINAL BENEFIT ASSESSMENTS FOR WATER MAIN EXTENSION CONTRACT W8

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

RESOLVED, that in accordance with Chapter 147, Article III, of the Town of Westport Code, to approve the final benefit assessments for the extension and installation of a public water main to service properties located in all or part of Elwil Drive (Contract W8) are hereby APPROVED.

ITEMS 7 AND 8 WERE APPROVED BY THE BOARD ACTING IN ITS CAPACITY AS THE WATER POLLUTION CONTROL AUTHORITY

APPROVE FINAL BENEFIT ASSESSMENTS FOR PROPERTIES THAT OBTAINED SEWER SYSTEM UNDER CONTRACT 71

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

RESOLVED, that acting in its capacity as the Water Pollution Control Authority (WPCA) and in accordance with Connecticut General Statutes, the final benefit assessments to be levied against properties that obtained a sewer system affecting properties located in all or part of the following areas: Clinton Avenue, Fillow Street, Breezy Knoll, Richmondville Avenue, Sniffen Road, Loren Lane, Calumet Road, Stone Drive (Contract No. 71) are hereby APPROVED.

APPROVE FINAL BENEFIT ASSESSMENTS FOR PROPERTIES THAT OBTAINED SUPPLEMENTAL SANITARY SEWER CONNECTION APPROVAL DURING 2019

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

RESOLVED, that acting in its capacity as the Water Pollution Control Authority (WPCA) and in accordance with Connecticut General Statutes, the final benefit assessments to be levied against properties that that obtained supplemental sanitary sewer connection approval during 2019 are hereby APPROVED.

APPROVE CONTRACT BETWEEN THE TOWN OF WESTPORT AND CONTE CONSTRUCTION FOR SAND REDISTRIBUTION

*\*REVISION 1 Added 04-17-2020*

9. Director of Parks and Recreation Jennifer Fava presented Item #9. Ms. Fava described the RFP process and the costs associated with the winning bid. She explained that Conte Company's bid was less than previous years. Due to CT DEEP requirements, the sand distribution was in progress and need to be complete before May 1. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the contract between the Town of Westport and Conte Company, LLC as it relates to the annual sand redistribution at Town beaches 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 10:40 AM

Eileen Francis, Recording Secretary