

Board of Selectmen Meeting  
May 27, 2020  
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, May 27, 2020 at 9:00 a.m. Pursuant to the Governor's Executive Order No. 7B, there was no physical location for this meeting. It was held electronically, live streamed on [www.westportct.gov](http://www.westportct.gov), and broadcast on Westport's Optimum Government Access Channel 79 and Frontier Channel 6020 and now available at:

<https://view.earthchannel.com/PlayerController.aspx?PGD=westportct&eID=1030>

In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Peter Ratkiewich, Keith Wilberg, Lynn Scully, Bryan Thompson, presenters as noted in the minutes, 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 Public Meeting of May 13, 2020 are hereby APPROVED.

APPROVE REQUEST FOR A WAIVER OF THE POLICY ON ENCROACHMENT ON TOWN PROPERTY FOR ENCROACHMENTS LOCATED AT 192 CROSS HIGHWAY

2. Town Engineer Keith Wilberg and Rob Frangione of Frangione Engineering, LLC, representing the homeowners, presented Item #2. The approved resolution reflects the revision to the original agenda item as described by Assistant Town Attorney Eileen Flug. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the request for a waiver of the Westport Policy on Encroachments on Town Property as it relates to five feet of a Belgian block apron and an existing stone wall located within the town right of way at property known as 192 Cross Highway, contingent upon the homeowners' execution of an encroachment easement to be filed on the Westport Land Records and submission of insurance satisfactory to the Town Attorney's Office, is hereby APPROVED.

APPROVE REQUEST FOR A WAIVER OF THE POLICY ON ENCROACHMENTS ON TOWN PROPERTY FOR 22 VISTA TERRACE

3. Attorney Rosamund A. Koether, representing the homeowners presented Item #3 with input from Town Engineer Keith Wilberg, Public Works Director Peter Ratkiewich and WPCA Collection Systems Supervisor Bryan Thompson. Mr. Ratkiewich requested a condition that the homeowners file a survey with the town indicating the location of the system on town property. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the request for a waiver of the Westport Policy on Encroachments on Town Property as it relates to the location of a dry well, leaching field and a fence located on Town property adjacent to property known as 22 Vista Terrace, contingent upon the homeowners' execution of an encroachment easement to be filed on the Westport Land Records, submission of insurance satisfactory to the Town Attorney's Office, and submission of an updated survey map, is hereby APPROVED.

APPROVE ENGAGEMENT LETTER BETWEEN TOWN OF WESTPORT AND BLUM SHAPIRO COMPANY, P.C. FOR YEAR-END AUDIT

4. Audit Manager Lynn Scully presented Item #4. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Engagement Letter between the Town of Westport and Blum Shapiro & Company, P.C. as it relates to the June 30, 2020-year end audit is hereby APPROVED.

APPROVE AWARD OF CONTRACT #20-996T TO QUALIFIED BIDDER GRASSO COMPANIES, LLC

5. Director of Public Works Peter Ratkiewich presented Item #5. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the award of contract for Bid #20-996T, Myrtle Ave Sidewalk Improvements, to Grasso Companies, Inc. in the amount of \$ 219,239.50 is hereby APPROVED.

APPROVE PROPOSED MINIMAL SEWER USE CHARGE AND RATE PER HUNDRED CUBIC FEET

6. Item #6 was presented by WPCA Collection Systems Supervisor Bryan Thompson. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that Acting in its capacity as the Water Pollution Control Authority, the proposed minimal sewer use charge of \$350.00 per assessed property, and a rate of \$6.40 per hundred cubic feet, due and payable July 1, 2020, which shall be applicable to the 2018-2019 fiscal year is hereby APPROVED.

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting adjourned at 10:06 AM.

Eileen Francis  
Recording Secretary