

## MINUTES (APPROVED)

The Board of Selectmen held a public hearing on Wednesday, April 11, 2012, at 4 p.m. in Room 309 of the Westport Town Hall. Present at the meeting were: Gordon F. Joseloff, Shelly A. Kassen, Charles W.K. Haberstroh, Gail Kelly, Stephen Edwards, Patty Haberstroh, Peggy Klein, Gary Conrad, Richard Kotchko, Alicia Mozian, Freda Welsh, Robert Galan, Marc Hartog, and Patricia Scully recording secretary.

### MINUTES

1. The recording secretary presented the minutes of the Board of Selectmen's public hearing of March 14, 2012, and the minutes of the Board of Selectmen's special public hearing of March 14, 2012. There were no additions/deletions/revisions to the minutes. Upon motion by Shelly A. Kassen, seconded by Charles W.K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the minutes of the Board of Selectmen's public hearing of March 14, 2012 as presented are hereby APPROVED.

RESOLVED: That the minutes of the Board of Selectmen's special public hearing of March 14, 2012 as presented are hereby APPROVED.

### APPROVAL OF ACCEPTANCE OF MONETARY GIFTS FROM GREENS FARMS, SAUGATUCK AND COLEYTONW SCHOOLS PTA's TO WESTPORT HUMAN SERVICES FAMILY PROGRAMS SUPPORTING THE CEREMONIES AND CELEBRATIONS, CAMBERSHIP AND PARENTING PROGRAM, IN ACCORDANCE WITH POLICY FOR GIFTS TO TOWN, AS AMENDED OCT. 28, 1998

2. Item #2 was presented by Patty Haberstroh, representing the Westport Department of Human Services. Selectman Haberstroh said he would abstain from the vote. Upon motion by Shelly A. Kassen, seconded by Charles W.K. Haberstroh and passed by a vote of 2-0 (Mr. Joseloff and Mrs. Kassen voting in favor and Mr. Haberstroh abstaining), it was:

RESOLVED: That the request for acceptance of monetary gifts in the amount of \$3,650 from the Greens Farms, Saugatuck and Coleytown PTA's to the Westport Human Services Family Programs supporting the Ceremonies and Celebrations, Campership and Parenting Programs, in accordance with the Policy for Gifts to the Town, as amended Oct. 28, 1998, is hereby APPROVED.

### APPROVAL OF USE OF TOWN-OWNED PROPERTY KNOWN AS PARKER HARDING PLAZA BY SUNRISE ROTARY CLUB ON SATURDAY, JUNE 30, 2012 FOR 4<sup>TH</sup> ANNUAL GREAT DUCK RACE, CONTINGENT UPON COMPLIANCE WITH COMMENTS FROM VARIOUS DEPARTMENTS, INCLUDING WESTPORT/WESTON HEALTH DISTRICT, AND IN ACCORDANCE WITH PROCEDURES FOR USE OF TOWN-OWNED PROPERTY, FACILITIES AND/OR PUBLIC ROADWAYS AS AMENDED SEPT. 15, 2010

3. Item #3 was presented by Robert Galan, representing the Sunrise Rotary Club. Upon motion by Shelly A. Kassen, seconded by Charles W. K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the request for use of town-owned property known as Parker Harding Plaza by the Sunrise Rotary Club, contingent upon compliance with comments from various departments, including the Westport/Weston Health District, and in accordance with the Procedures for Use of Town-owned Property, facilities and/or public roadways as amended Sept. 15, 2010, is hereby APPROVED.

APPROVAL OF USE OF TOWN-OWNED PROPERTY KNOWN AS JESUP GREEN BY THE WESTPORT ASTRONOMICAL SOCIETY ON SATURDAY, MAY 26, 2012, RAIN DATE SUNDAY, MAY 27, 2012, FOR THE INTERNATIONAL ASTRONOMY DAY CELEBRATION, CONTINGENT UPON COMPLIANCE WITH COMMENTS FROM VARIOUS DEPARTMENTS, INCLUDING WESTPORT/WESTON HEALTH DISTRICT, AND IN ACCORDANCE WITH PROCEDURES FOR USE OF TOWN-OWNED PROPERTY, FACILITIES AND/OR PUBLIC ROADWAYS AS AMENDED SEPT. 15, 2010

4. Item #4 was presented by Robert Galan, representing the Sunrise Rotary Club. Upon motion by Shelly A. Kassen, seconded by Charles W. K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the request for use of town-owned property known as Jesup Green by the Westport Astronomical Society on Saturday, May 26, 2012, rain date Sunday, May 27, 2012, for the International Astronomy Day celebration, contingent upon compliance with comments from various departments, including the Westport/Weston Health District, and in accordance with the Procedures for Use of Town-owned Property, facilities and/or public roadways as amended Sept. 15, 2010, is hereby APPROVED.

APPROVAL OF ELECTRONIC TRANSACTION PROCESSING AGREEMENT BETWEEN TOWN OF WESTPORT AND OFFICIAL PAYMENTS CORP. ALLOWING TAXPAYERS TO PAY BY CREDIT/DEBIT CARD, AS RECOMMENDED BY THE TAX COLLECTOR

5. Item #5 was presented Tax Collector Peggy Klein. Upon motion by Shelly A. Kassen, seconded by Charles W.K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the request for the Electronic Transaction Processing Agreement between the Town of Westport and Official Payments Corp. allowing taxpayers to pay by credit/debit card, as recommended by the Tax Collector, is hereby APPROVED.

APPROVAL OF TECHNICAL SERVICE SUPPORT AGREEMENT BETWEEN TOWN OF WESTPORT AND PHYSIO-CONTROL, INC. FOR ON-SITE REPAIR AND INSPECTION SERVICES FOR LIFEPAK 15, SERIAL NUMBER 40192002, AS RECOMMENDED BY POLICE DEPARTMENT

APPROVAL OF TECHNICAL SERVICE SUPPORT AGREEMENT BETWEEN TOWN OF WESTPORT AND PHYSIO-CONTROL, INC. FOR ON-SITE REPAIR AND INSPECTION SERVICES FOR LIFEPAK 12, SERIAL NUMBER 14254755; LIFEPAK 12, SERIAL

NUMBER 14254758; AND LIFEPAK 12, SERIAL NUMBER 14254759, AS RECOMMENDED BY POLICE DEPARTMENT

6./7. Items #6 and #7 were presented by Marc Hartog, Crew Chief, Westport Emergency Medical Services. The items were originally noticed as one; therefore wording for the two items needed to be corrected. Upon motion by Shelly A. Kassen, seconded by Charles W. K. Haberstroh and passed by 3-0, it was:

RESOLVED: That the request for the Technical Service Support Agreement between the Town of Westport and Physio-Control, Inc. for on-site repair and inspection services for the Lifepak 15, Serial Number 40192002, as recommended by the Police Department, is hereby APPROVED.

RESOLVED: That the request for the Technical Service Support Agreement between the Town of Westport and Physio-Control, Inc. for on-site repair and inspection services for the Lifepak 12, Serial Number 14254755; Lifepak 12, Serial Number 14254758; and Lifepak 12, Serial Number 14254759, as recommended by the Police Department, is hereby APPROVED.

APPROVAL SERVICE AGREEMENT BETWEEN TOWN OF WESTPORT BETWEEN TOWN OF WESTPORT AND CORPORATE MAILING SERVICES, LLC, AS RELATES TO WESTPORT'S MAIL SERVICES AND AS RECOMMENDED BY FINANCE DEPARTMENT

8. Item #8 was presented by Purchasing Agent Richard Kotchko. Upon motion by Shelly A. Kassen, seconded by Charles W. K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the request for a service agreement between the Town of Westport and Corporate Mailing Services, LLC, as relates to Westport's mail services and as recommended by the Finance Department, is hereby APPROVED.

APPROVAL OF CREDIT CARD SERVICES AGREEMENT BETWEEN TOWN OF WESTPORT AND TRANSFIRST GOVERNMENT SERVICES

9. Item #9 was withdrawn.

APPROVAL OF ENGAGEMENT AGREEMENT BETWEEN TOWN OF WESTPORT AND RANDI FRANK CONSULTING LLC FOR HUMAN RESOURCES, RISK MANAGEMENT AND GENERAL ADMINISTRATIVE/MANAGEMENT CONSULTING SERVICES, AS RECOMMENDED BY FINANCE DIRECTOR

10. Item #10 was presented by Finance Director Gary Conrad. Upon motion by Shelly A. Kassen, seconded by Charles W.K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the request for the engagement agreement between the Town of Westport and Randi Frank Consulting, LLC for human resources, risk management and

general administration/management consulting services, as recommended by the Finance Director, is hereby APPROVED.

APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN TOWN OF WESTPORT, THE TOWNS OF FAIRFIELD AND EASTON, AND THE CONNECTICUT DEPARTMENTS OF AGRICULTURE AND ENERGY & ENVIRONMENTAL PROTECTION AS RELATES TO THE WATERSHED VISION FOR PROTECTION AND IMPROVING WATER QUALITY IN THE SASCO BROOK WATERSHED, AS RECOMMENDED BY CONSERVATION DIRECTOR

11. Item #11 was presented by Conservation Director Alicia Mozian. Upon motion by Shelly A. Kassen, seconded by Charles W.K. Haberstroh and passed by a vote of 3-0, it was:

RESOLVED: That the request for a memorandum of agreement between the Town of Westport, Towns of Fairfield and Easton, and Connecticut Departments of Agriculture and Energy & Environmental Protection as relates to the Watershed Vision for Protection and Improving Water Quality in the Sasco Brook Watershed, as recommended by the Conservation Director, is hereby APPROVED.

APPROVAL AND AUTHORIZE TOWN OF WESTPORT TO FILE APPLICATION WITH STATE OF CONNECTICUT DEPARTMENT OF ECONOMIC DEVELOPMENT FOR GRANT IN AMOUNT OF \$450,000 IN ORDER TO UNDERTAKE LEVITT PAVILION IMPROVEMENT AND TO AUTHORIZE FIRST SELECTMAN, ACTING ON BEHALF OF TOWN OF WESTPORT, TO FILE SUCH APPLICATION AND TO EXECUTE ANY AND ALL DOCUMENTS INCIDENTAL THERETO, INCLUDING AN ASSISTANCE AGREEMENT

12. Item #12 was presented by Levitt Pavilion Executive Director Freda Welsh and Assistant Town Attorney Gail Kelly. Upon motion by Shelly A. Kassen, seconded by Charles W.K. Haberstroh and passed by a vote of 3-0, it was:

WHEREAS, pursuant to C.G.S. 4-66g, the Connecticut Department of Economic and Community Development is authorized to extend financial assistance for economic development projects; and

WHEREAS, it is desirable and in the public interest that the Town of Westport make an application to the State for \$450,000 in order to undertake the Levitt Pavilion Improvements and to execute an Assistance Agreement,

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Selectmen

1. That it is cognizant of the conditions and prerequisites for the state financial assistance imposed by C.G.S. 4-66g
2. That the filing of an application for State financial assistance by Town of Westport in an amount not to exceed \$450,000 is hereby APPROVED; and that Gordon F. Joseloff, First Selectman is directed to execute and file such

application with the Connecticut Department of Economic and Community Development, to provide such additional information, to execute such other documents as may be required, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an agreement is offered, to execute any amendments, decisions, and revisions thereto, and to act as the authorized representative of Town of Westport.

Upon motion by Gordon F. Joseloff, seconded by Charles W.K. Haberstroh and passed by a vote of 3-0, the public hearing was adjourned at 5 p.m.

Patricia Scully  
Recording Secretary