

Board of Selectmen Meeting
October 14, 2020
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, October 14, 2020 at 9:00 AM. 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, and broadcast on Westport's Optimum Government Access Channel 79 and Frontier Channel 6020.

<https://view.earthchannel.com/PlayerController.aspx?&PGD=westportct&eID=1207>

In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Eileen Zhang, Jennifer Fava, Rick Giunta, Steve Edwards, Marc Hartog, Foti Koskinas, Matthew Gouveia, Peter Ratkewich, Sara Harris, 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 September 23, 2020 and the Minutes of the Board of Selectmen's Special Public Meeting of September 30, 2020 are hereby APPROVED.

APPROVE CLOSURE OF MAIN STREET FOR FAMILY PUMPKIN FEST EVENT ON OCTOBER 25, 2020

2. DMA President Randy Herbertson and DMA Events Director Jacqui Bidgood presented Item #2. Both the Police Department representative Matt Gouveia and Parks & Recreation Director Jennifer Fava indicated support for the event and stated that those departments would be actively participating and providing services for the event. Ms. Bidgood noted that the previously presented map was revised to include additional tables and to insure sufficient room for the participants. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the closure of Main Street from the intersection at Post Road East (Rte. 1) to its intersection at Elm Street from 6:00 AM to 7:30 PM on Sunday, October 25, 2020 for the DMA-sponsored Family Pumpkin Fest Event, contingent upon compliance with comments and safety recommendations from relevant Town departments and in accordance with the Town Policy on the Use of Town Property, Facilities, and Public Roadways is hereby APPROVED.

APPROVE AFFILIATION AGREEMENT BY AND BETWEEN THE TOWN AND SACRED HEART UNIVERSITY FOR TRAINING WITH THE WESTPORT EMERGENCY MEDICAL SERVICE

Original agenda item revised to eliminate "Volunteer" from description

3. Emergency Medical Services Deputy Director Marc Hartog presented Item #3. He noted that this was a renewal of a previously approved agreement, it is now an automatic renewal, and it addresses COVID-19-related concerns. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Affiliation Agreement by and between the Town of Westport and Sacred Heart University (SHU) to provide for supervised practical experience and training with the Westport Emergency Medical Service to students enrolled in the SHU Athletic Training Education Program is hereby APPROVED.

APPROVE ONE-YEAR LEASE AGREEMENT FOR 260 COMPO ROAD SOUTH CABIN 1

4. Parks & Recreation Deputy Director Rick Giunta presented Item #4. He noted that the Lease Agreement received a positive 8-24 report from the Planning & Zoning Commission and approval from the Board of Finance. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOVLED, that the one-year Lease Agreement between the Town of Westport and Philip Restieri for the rental of the town owned property known as 260 Compo Road South, Cabin 1 is hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND MUSCO LIGHTING LLC FOR FIELD LIGHTS AT GREENS FARMS SCHOOL

5. Parks & Recreation Director Jennifer Fava and Consultant Steve Edwards presented Item #5. Ms. Fava and Mr. Edwards explained the selection process by which the RFP and agreement was managed under Sourcewell. The replacement was in the capital forecast and was approved by both the Board of Finance and Representative Town Meeting. Assistant Town Attorney Eileen Flug stated that it was a standard form of contract and passed legal review. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that Agreement between the Town of Westport and MUSCO Lighting, LLC for the replacement of field lights at Greens Farms School is hereby APPROVED.

APPROVE MAINTENANCE AGREEMENT BETWEEN THE TOWN AND OVAL TENNIS FOR HAR-TRU TENNIS COURTS

6. Parks & Recreation Director Jennifer Fava presented Item #6. Ms. Fava explained that the agreement was for 3-years with 2 options for extensions, with an option for mid-season conditioning; the cost is in the operating budget. Assistant Town Attorney Eileen Flug stated that the approval is subject to final review from the Town Attorney's Office. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement between the Town of Westport and Oval Tennis, Inc for annual maintenance of Har-Tru tennis courts at Longshore Club Park and subject to final approval from the Town Attorney's Office, is hereby APPROVED.

APPROVE AWARD OF CONTRACT FOR ENGINEERING SERVICES FOR REPLACING OIL HEATING TANK AT PUBLIC WORKS GARAGE TO SALAMONE & ASSOCIATES, PC

7. Public Works Director Peter Ratkiewich presented item #7. Mr. Ratkiewich indicated what was necessary to replace the tanks at the location, including any environmental impact. He noted that there were 3 responses to the RFP and the low qualified bidder was Salamone. Assistant Town Attorney Eileen Flug stated that it was a standard form of contract and passed legal review. 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 Engineering Services for the Evaluation, Design, and Inspections of Rebuilding the Public Works Fueling Station and Replacing Oil Heating Tank at the Public Works Garage in the amount of \$61,300.00 to Salamone & Associates PC is hereby APPROVED.

APPROVE AWARD OF CONTRACT FOR UPS AND POWER REDUNDANCY PROJECT 2019-10 TO BANTON CONSTRUCTION

8. Public Works Director Peter Ratkiewich and IT Director Eileen Zhang presented item #8. Mr. Ratkiewich described previous power failures in 2015, 2019 and 2020 that caused significant disruption to Town Hall and related IT issues. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the award of contract for the construction of Town Hall UPS and Power Redundancy Project #2019-10 in the amount of \$129,950.00 to Banton Construction of North Haven, CT is hereby APPROVED.

APPROVE AWARD OF DESIGN CONTRACT FOR SANITARY SEWER CONTRACT #72 AND PUMP STATION #3, ETC.

9. Public Works Director Peter Ratkiewich presented Item #9. Mr. Ratkiewich stated that the design upgrade was necessary in anticipation of additional flow to the pump station and that the costs may be recouped through assessment on proposed developments. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Award of Design Contract for Sanitary Sewer Contract #72 and Pump Station #3 Pump Station and Force Main Evaluation and Upgrade in the amount of \$38,800.00 to CLA Engineers, Inc. of ~~Norwalk~~ Norwich, CT is hereby APPROVED.

Item #10 is included in the WPCA Minutes of 10-14-2020

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting adjourned at 11:15 AM.

Eileen Francis
Recording Secretary