

Board of Selectmen Meeting
March 10, 2021
Notice & Agenda

Notice is hereby given that the Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority will hold a public meeting on Wednesday, March 10, 2021 at 9:00 AM. Pursuant to the Governor’s Executive Order No. 7B, there is no physical location for this meeting. It will be held electronically, live streamed on www.westportct.gov, and broadcast on Westport’s Optimum Government Access Channel 79 and Frontier Channel 6020. Emails to the Board of Selectmen *prior to the meeting* may be sent to selectman@westportct.gov. Comments to be read *during the public comment* portion of the meeting may be emailed to BOSScomments@westportct.gov. Best efforts will be made to read public comments if they are received during the public comment period, include your name and are brief; no longer than 3 minutes. Agenda to include but not be limited to the following items and is subject to revision:

1. To take such action as the meeting may determine to approve the Minutes of the Board of Selectmen’s meeting of February 24, 2021.
2. In accordance with Chapter C4-6 of the Town Code and upon the request of the Parks & Recreation Commission, to review and approve the following proposed fees:

Modified Entitling Fee: \$725.00

Winter Boat Storage Proposed Fees:
\$720 for up to 24 feet
\$960 for up to 32 feet.

PROPOSED GOLF COURSE FEE SCHEDULE

GREENS FEES:

MONDAY THROUGH THURSDAY	2020	2021
18 Hole Rate	Current	Proposed
Adult Resident Golf Handpass holder (age 18-61)	\$ 29	\$31
Senior Citizen Resident Golf Handpass holder	\$ 22	\$24
Junior Resident Golf Handpass holder	\$ 22	\$24
Guest Fee – Non Golf Handpass holder - Adult/Senior Citizen	\$ 52	\$52
Guest Fee – Non Golf Handpass holder – Junior	\$ 33	\$33
9 Hole Rate		
Adult Resident Golf Handpass holder (age 18-61)	\$ 26	\$26
Senior Citizen Resident Golf Handpass holder	\$ 18	\$18
Junior Resident Golf Handpass holder	\$ 18	\$18
Guest Fee – Non Golf Handpass holder - Adult/Senior Citizen	\$ 39	\$39
Guest Fee – Non Golf Handpass holder - Junior	\$ 28	\$28
FRIDAY, SATURDAY, SUNDAY & HOLIDAYS		
18 Hole Rate		
Adult Resident Golf Handpass holder (age 18-61)	\$ 31	\$33
Senior Citizen Resident Golf Handpass holder	\$ 31	\$33
Junior Resident Golf Handpass holder	\$ 24	\$26
Guest Fee – Non Golf Handpass holder - Adult/Senior Citizen	\$ 58	\$59
Guest Fee – Non Golf Handpass holder - Junior	\$ 38	\$39
TWILIGHT – Daily from 4 PM		

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport’s ADA Coordinator at 203-341-1043 or eflug@westportct.gov at least three (3) business days prior to the scheduled meeting or event to request an accommodation.

Resident Golf Handpass holder	\$ 24	\$25
Guest Non Golf Handpass holder	\$ 30	\$32
Longshore Inn guest (overnight) - Issued the Guest Inn pass, guest will pay the applicable guest rate.		
CART RENTALS:		
Electric Carts		
9 holes Per Person	\$ 12	\$13
18 holes Per Person	\$ 17	\$18
Single Rider*	N/A	\$24
*Fee would not be implemented when required/waived by Longshore Golf Course		
Pull Carts	\$ 6	\$ 6
RANGE BALLS: – per token	\$ 6	\$ 6

James S. Marpe, First Selectman

ITEM #1

1. To take such action as the meeting may determine to approve the Minutes of the Board of Selectmen's meeting of February 24, 2021.

Board of Selectmen Meeting
February 24, 2021
DRAFT MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, February 24, 2021 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.

In attendance were Jim Marpe, Jennifer Tooker (via telephone), Melissa Kane, Foti Koskinas, Al D'Amura, Sam Arciola, Elaine Daignault, Susan Stefenson, Jennifer Fava, Peter Ratkiewich, Bryan Thompson, Ira Bloom, Douglas LoMonte, presenters as noted in the minutes, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/38>

MINUTES

1. Jim Marpe presented Item #1. There were no revisions. Upon motion by Melissa Kane, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Minutes of the Board of Selectmen's and the Water Pollution Control Authority's meetings of February 10, 2021 are hereby APPROVED.

For purposes of discussion, Items 2 & 3 were reviewed together.

APPROVE USE OF IMPERIAL AVENUE PARKING LOT FOR SUPPER AND SOUL EVENTS

2. Westport Weston Chamber of Commerce Executive Director Matthew Mandell and Westport Library Executive Director William Harmer presented Item #2. The original item was revised to eliminate the requested June dates. Mr. Mandell stated that the Chamber and the Library would work and communicate with the other organizations when determining appropriate scheduling for these and potentially other dates in the future. Upon motion by Jennifer Tooker, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Use of Town Property known as Imperial Avenue Parking Lot for the Chamber of Commerce and Westport Library Supper and Soul Events on the following dates:

- Friday, April 23 + Saturday, April 24 (set up Thursday April 22, rain date Sunday, April 25) TIME TBD
- Friday, May 14 + Saturday, May 15 (set up Thursday, May 13, rain date Sunday, May 16) TIME TBD
- ~~Friday, June 11 + Saturday, June 12 (set up Thursday, June 10, rain date Sunday, June 13) TIME TBD~~

contingent upon compliance with recommendations from Town departments, in accordance with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways, as well as coordination and communication between the Westport Weston Chamber of Commerce, Remarkable Theater, the Levitt Pavilion and organizations and town departments dependent upon the usage of the Imperial Avenue Lot is hereby APPROVED.

APPROVE USE OF IMPERIAL AVENUE PARKING LOT FOR REMARKABLE THEATER DRIVE-IN

3. Marina Derman and Doug Tirola, representing Remarkable Theater, presented Item #3. Westport Weston Chamber of Commerce Executive Director Matthew Mandell and Carleigh Welsh, representing the Levitt Pavilion, were included in the discussion. The logistics of running the drive-in theater, as well as the proposal was reviewed and discussed. Ms. Derman and Mr. Tirola indicated that the Remarkable Theater would have a set schedule of evenings; they would provide the schedule in advance; and revised its original submission to reflect they would work with the Levitt Pavilion to coordinate the possibility of utilizing the Lot during the Levitt's "dark nights", but only upon discussion with the Levitt to determine availability. Police Chief Foti Koskinas and Staff Sergeant Al D'Amura were in favor of the plan but stressed the need for the Theater to provide adequate time to request police assistance. Further, all parties agreed that communication and discussion with relevant organizations, including the Levitt Pavilion, Westport Farmers Market and the Westport Woman's Club will be prioritized to allow reasonable and adequate use throughout the season. Ms. Derman and Mr. Tirola acknowledged that any additional services associated with running the drive-in, such as concessions, would be discussed with the appropriate town department to insure covid-compliance and regulatory / permit compliance. Upon motion by Melissa Kane, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Use of Town Property known as Imperial Avenue Parking Lot for the Remarkable Theater Drive in Theater for dates and times to be determined between April 1, 2021 and November 1, 2021, and contingent upon compliance with recommendations from Town departments, in accordance with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways, as well as coordination and communication between the Remarkable Theater, the Levitt Pavilion and organizations and town departments dependent upon the usage of the Imperial Avenue Lot is hereby APPROVED.

APPROVE LICENSE AGREEMENT FOR WIRELESS INSTALLATION ON A PUBLIC STRUCTURE AT 60 COMPO BEACH ROAD

4. Attorney Douglas LoMonte of Berchem, Moses, PC presented Item #4. Attorney LoMonte reviewed the general terms of the agreement, stating that the installation will provide additional cell service access in the case of an emergency as well as beach and marina visitors' cell-service needs. The canister will be installed on the single utility pole already in the park. The term is 10 years, with 4 5-year renewal options. Upon motion by Melissa Kane, seconded by Jennifer Tooker, and passing by a vote of 3-0, it was:

RESOLVED, that the License Agreement for Wireless Installation on a Public Structure by and between the Town of Westport and New Cingular Wireless PCS, LLC for wireless installation on a certain utility pole located within Compo Beach Park located at 60 Compo Beach Road is hereby APPROVED.

APPROVE AGREEMENTS, ASSOCIATED DOCUMENTS AND RESOLUTION FOR 2020 CDBG GRANT FOR THE SHELTER DIVERSION PROGRAM

5. Human Services Director Elaine Daignault and Human Services Department Finance Administrator Susan Stefenson presented Item #5. Ms. Daignault and Ms. Stefenson discussed the role the Town of Westport has played in the diversionary services, the application of the grant, the services provided and how the grant funds have been allocated to those organizations and associated agreements. Upon motion by Jennifer Tooker, seconded by Melissa Kane and passing by a vote of 3-0, it was hereby:

RESOLVED, that the following agreements and associated documents as they relate to the award of the 2020 CDBG Grant for the Shelter Diversion Program:

- a. Assistance Agreement (EF)
- b. Appendix I: Duplication of Benefits Worksheet
- c. Appendix II: Project Schedule (SS)
- d. Appendix III: Financing Plan and Budget (SS)
- e. Local Assurances (EF/ED)
- f. Project Expenditures Account Agreement (SS)
- g. Authorized Signatures for Requests for Payment
- h. Applicant/Recipient Disclosure/Update Report (SS)
- i. Certified Resolution (EF)
- j. Project Administrator Agreement with Supportive Housing Works, Inc. Assistance Agreement

Are hereby APPROVED.

AND FURTHER, and for purposes of future Certification by the Town Clerk, the following Resolution was read into the record (see i. above), moved and approved by a vote of 3-0:

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 -3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Westport make Application to the State for \$500,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement, therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE WESTPORT BOARD OF SELECTMEN

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That the filing of an application by the Town of Westport in an amount not to exceed \$500,000.00 is hereby approved, and that the First Selectman of Westport is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Westport.

APPROVE AWARD OF CONTRACT FOR BID #21-011T TO FGB CONSTRUCTION

6. WPCA Collection System Supervisor Bryan Thompson presented Item #5. Mr. Thompson provided a timeline of the construction associated with this project. Upon motion by Melissa Kane, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Award of Contract for Bid #21-011T (Sanitary Sewer Contract #76, Pump Station #5 Force Main Replacement) in the amount of \$156,411.00 to FGB Construction Company, Norwalk, CT is hereby APPROVED.

ADJOURNMENT

Upon motion by Jennifer Tooker, seconded by Melissa Kane and passing by a vote of 3-0, the meeting adjourned at 10:47AM.

/Eileen Francis/
Eileen Francis, Recording Secretary

DRAFT

ITEM #2

2. In accordance with Chapter C4-6 of the Town Code and upon the request of the Parks & Recreation Commission, to review and approve the following proposed fees:



WESTPORT CONNECTICUT
PARKS AND RECREATION DEPARTMENT
LONGSHORE CLUB PARK
260 SOUTH COMPO ROAD, WESTPORT, CT 06880
(203) 341-5090

MEMO TO: Board of Selectmen

MEMO FROM: Jennifer A. Fava, Director of Parks and Recreation

DATE: February 12, 2021

RE: **Proposed Fee Increases**

The following proposed fee increases were approved by the Parks and Recreation Commission during their February 10, 2021 meeting. Approval of these fees by the Board of Selectmen is requested.

1) Entitling Fee

Upon request of the Board of Selectmen during their February 10, 2021 meeting, the Parks and Recreation Commission revisited the Entitling Fee and approved the modified fee of \$725.

<u>Current Entitling Fee</u>	<u>Proposed Entitling Fee</u>
\$475	\$725

2) Winter Boat Storage

The Parks and Recreation Department would like to begin offering an opportunity for winter boat storage at Longshore Club Park as of November 2021. This would allow residents to store their boats on trailers in the gravel lot (Lot F) from November 1st through April 15th.

This would allow for up to 24 spaces for boats with trailer at an overall length of up to 24 feet (vessel and trailer) and 5 spaces for boats with trailer at an overall length of up to 32 feet (vessel and trailer). (Reference diagram included).

Proposed Fees: \$720 for up to 24 feet
\$960 for up to 32 feet.

3) Proposed Golf Fees

Upon review of the Longshore Golf Course Fees, including comparison with our local competitors, the proposed fee increases will better position our fees within the marketplace. They were last increased in 2019.

PROPOSED GOLF COURSE FEE SCHEDULE – 1-26-21

GREENS FEES:

MONDAY THROUGH THURSDAY	2020	2021
18 Hole Rate	Current	Proposed
Adult Resident Golf Handpass holder (age 18-61)	\$ 29	\$31
Senior Citizen Resident Golf Handpass holder	\$ 22	\$24
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9 Hole Rate

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Guest Fee – Non Golf Handpass holder - Junior	\$ 28	\$28

FRIDAY, SATURDAY, SUNDAY & HOLIDAYS

18 Hole Rate		
Adult Resident Golf Handpass holder (age 18-61)	\$ 31	\$33
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Guest Fee – Non Golf Handpass holder - Junior	\$ 38	\$39

TWILIGHT – Daily from 4 PM

Resident Golf Handpass holder	\$ 24	\$25
Guest Non Golf Handpass holder	\$ 30	\$32

Longshore Inn guest (overnight) - Issued the Guest Inn pass, guest will pay the applicable guest rate.

CART RENTALS:

Electric Carts		
9 holes Per Person	\$ 12	\$13
18 holes Per Person	\$ 17	\$18
Single Rider*	N/A	\$24

**Fee would not be implemented when required/waived by Longshore Golf Course*

Pull Carts	\$ 6	\$ 6
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RANGE BALLS: – per token	\$ 6	\$ 6
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attachment

cc: Eileen Flug