

Board of Selectmen Meeting

June 9, 2021

Notice & Agenda

\*REVISION 1 ADD Item 8

Notice is hereby given that the Westport Board of Selectmen, Traffic Authority, and Water Pollution Control Authority will hold a public meeting on Wednesday, June 9, 2021, at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. Emails to the Board of Selectmen *prior to the meeting* may be sent to [selectman@westportct.gov](mailto:selectman@westportct.gov). Agenda to include but not be limited to the following items (subject to revision):

1. To take such action as the meeting may determine to approve the Minutes of the Board of Selectmen's and Water Pollution Control Authority's meeting of May 26, 2021.
2. To take such action as the meeting may determine, upon the request of the Finance Director, to approve the Audit Engagement Letter between the Town and CliftonLarsonAllen as it relates to the June 30, 2021 year end audit.
3. To take such action as the meeting may determine to approve a Lease Modification to the Lease Agreement between the Town of Westport and American Tower Corporation, dated September 9, 2003, for the purpose of replacing the existing town-owned communication infrastructure in accordance with the approved public safety communication system upgrade.
4. To take such action as the meeting may determine to approve the Contract Extension Agreement between the Town of Westport and Bench Strength Partners, Inc. as it relates to the Town-owned cell tower at 515 Post Road East, extending the term of the existing Exclusive Representation Agreement for a period of five years.
5. To take such action as the meeting may determine, to approve the Master Services Agreement between the Town of Westport and LCT Software LLC, for a subscription to the DigEplan cloud-based service for electronic plan review to facilitate online land use permitting through the Accela platform.
6. To take such action as the meeting may determine, to approve the Consulting and Professional Services Agreement between the Town of Westport and Vision33 Inc. for the integration of DigEplan software into the Town's Accela permitting platform.
7. To take such action as the meeting may determine, acting in its capacity as the Water Pollution Control Authority, to approve the request for the supplemental sanitary sewer connection at 950 Post Road East, contingent upon compliance with the WPCA Collection System Supervisor's letter of May 28, 2021.

**\*REVISION 06-07-2021**

8. To take such action as the meeting may determine, upon the request of the Audit Manager, to approve the Audit Engagement Letter between the Town of Westport and CliftonLarsonAllen as it relates to the Systems Utilization Assessment of Human Resources & Payroll Functions for the Town and the Westport Public Schools.

James S. Marpe, First Selectman

*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](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.*

Board of Selectmen Meeting

June 9, 2021

Notice & Agenda

\*REVISION 1 ADD Item 8

Notice is hereby given that the Westport Board of Selectmen, Traffic Authority, and Water Pollution Control Authority will hold a public meeting on Wednesday, June 9, 2021, at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. Emails to the Board of Selectmen *prior to the meeting* may be sent to [selectman@westportct.gov](mailto:selectman@westportct.gov). Agenda to include but not be limited to the following items (subject to revision):

1. To take such action as the meeting may determine to approve the Minutes of the Board of Selectmen's and Water Pollution Control Authority's meeting of May 26, 2021.
2. To take such action as the meeting may determine, upon the request of the Finance Director, to approve the Audit Engagement Letter between the Town and CliftonLarsonAllen as it relates to the June 30, 2021 year end audit.
3. To take such action as the meeting may determine to approve a Lease Modification to the Lease Agreement between the Town of Westport and American Tower Corporation, dated September 9, 2003, for the purpose of replacing the existing town-owned communication infrastructure in accordance with the approved public safety communication system upgrade.
4. To take such action as the meeting may determine to approve the Contract Extension Agreement between the Town of Westport and Bench Strength Partners, Inc. as it relates to the Town-owned cell tower at 515 Post Road East, extending the term of the existing Exclusive Representation Agreement for a period of five years.
5. To take such action as the meeting may determine, to approve the Master Services Agreement between the Town of Westport and LCT Software LLC, for a subscription to the DigEplan cloud-based service for electronic plan review to facilitate online land use permitting through the Accela platform.
6. To take such action as the meeting may determine, to approve the Consulting and Professional Services Agreement between the Town of Westport and Vision33 Inc. for the integration of DigEplan software into the Town's Accela permitting platform.
7. To take such action as the meeting may determine, acting in its capacity as the Water Pollution Control Authority, to approve the request for the supplemental sanitary sewer connection at 950 Post Road East, contingent upon compliance with the WPCA Collection System Supervisor's letter of May 28, 2021.

**\*REVISION 06-07-2021**

8. To take such action as the meeting may determine, upon the request of the Audit Manager, to approve the Audit Engagement Letter between the Town of Westport and CliftonLarsonAllen as it relates to the Systems Utilization Assessment of Human Resources & Payroll Functions for the Town and the Westport Public Schools.

James S. Marpe, First Selectman

*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](mailto:eflug@westportct.gov) at least three (3) business days prior to the scheduled meeting or event to request an accommodation.*