

Board of Selectmen Meeting
July 28, 2021
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, July 28, 2021, at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. It was 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, Melissa Kane, Eileen Flug, Peter Gelderman, Robert Yost, Al D'Amura, Keith Wilberg, John Bayers, Elaine Daignault, Steve Smith, Gary Conrad, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/104>

MINUTES

1. Jennifer Tooker presented Item #1. 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 and Water Pollution Control Authority meetings of July 14, 2021 are hereby APPROVED.

APPROVE WAIVER OF ENCROACHMENT POLICY TO ALLOW INSTALLATION OF DUCTWORK AT 21 BRIDGE SQUARE ADJACENT TO TOWN PROPERTY KNOWN AS 555 RIVERSIDE AVENUE

2. Wayne Wehmhoff of Hoodtech, Inc., representing the owner of the property, presented Item #2. He described the area and the proximity of the ductwork over the town property. He cited safety reasons for installation in the requested location, overhanging the Town right of way. Town Engineer Keith Wilberg and Fire Chief Rob Yost concurred that the location was best for safety reasons, and that it would not interfere with operations at the fire station. Assistant Town Attorney Eileen Flug stated that the Town Attorney's Office would be drafting an encroachment easement, including the insurance requirements, for filing on the land records if the request was approved by the Board. 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 installation of ductwork at the rear of the property at 21 Bridge Square (aka 545 Riverside Avenue) that will encroach on the right of way over the driveway at Town property known as 555 Riverside Avenue (Saugatuck Fire Station) is hereby APPROVED.

REQUEST FOR VARIANCE OF TOWN DRIVEWAY CODE FOR TEMPORARY INSTALLATION OF DRIVEWAY ON MORNINGSIDE DRIVE SOUTH TO SERVICE 1076 POST ROAD EAST DURING CONSTRUCTION – **POSTPONED TO AUGUST 11, 2021**

3. Attorney Peter Gelderman of Berchem Moses, PC and Fire Marshal Nate Gibbons presented Item #3. Staff Corporal Al D'Amura commented as well. They described the current conditions at the location and cited worker safety to allow ingress for emergency vehicles via the proposed temporary driveway.

Discussion continued related to the actual location of the driveway; proposed signage to insure only emergency access; what conditions could be placed based on the location near the Greens Farms School and what impact that would have when school was in session; and placing a strict limit on the time the driveway could be in service. Further discussion included questions as to the potential for relocation onto the State of Connecticut right of way fronting the Post Road. Town resident John Suggs commented that the previous efforts to waive the ordinance for a permanent driveway at that location were unsuccessful, and the residents in the area opposed the previous efforts. RTM District 5 member Karen Kramer spoke against the proposal. Additional questions arose and the Board determined it would be unable to decide based on the current information before them. Attorney Gelderman and Fire Marshal Gibbons stated they would return with more precise plans and answers to raised questions.

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the request to approve a variance of Town Code Sec. 50-340. Construction Standards. (a) (3) to allow the construction of a temporary curb cut and driveway to be located on Morningside Drive South to serve as temporary emergency vehicle access to 1076 Post Road East (Post Plaza) during construction, contingent upon compliance with the Westport Fire Marshal's letter of July 16, 2021 is hereby POSTPONED to the next regular Board of Selectmen meeting scheduled for August 11, 2021.

APPROVE USE OF JESUP GREEN ON AUGUST 18, 2021 FOR COMMUNITY FORUM ON HOMELESSNESS AND AFFORDABLE HOUSING

4. Director of Human Services Elaine Daignault presented Item #4. State Representative Jonathan Steinberg endorsed the proposal and the resolution (Item #5) before the Board. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the request from the Department of Human Services to use the Town Property known as Jesup Green for a Community Forum on Homelessness and Affordable Housing on Wednesday, August 18th from 1-4pm (event from 2-3 pm) contingent upon compliance with recommendations from Town departments and in accordance with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways is hereby APPROVED.

APPROVE MUNICIPAL RESOLUTION TO SUPPORT EFFORTS TO END HOMELESSNESS IN WESTPORT

5. To take such action as the meeting may determine to approve a municipal resolution to support efforts to end homelessness in Westport.

Human Services Director Elaine Daignault presented Item #5. First Selectman Jim Marpe read the following Resolution into the record:

WHEREAS: Connecticut's municipalities routinely encounter and provide services to the thousands of households who experience homelessness each year; and

WHEREAS: Research is clear that the effective strategy for solving homelessness is the Housing First approach, in which households are reconnected quickly to stable housing through a combination of supportive services and financial or rental assistance—tailored to their levels of need; and

WHEREAS: Connecticut has made significant progress in reducing homelessness through the statewide application of the Housing First approach, made manifest its Coordinated Access Network (CAN) system that identifies people in housing crisis, assesses needs, and provides evidence-based interventions to households; and

WHEREAS: Westport has successfully pursued and administered three public service applications on behalf of the Fairfield County Coordinated Access Network (CAN) to support Homelessness Diversion Infrastructure for the Fairfield County CAN catchment area; and

WHEREAS: Westport takes pride in its responsibility to protect and enhance the health, welfare, and safety of its residents in efficient and cost-effective ways and is taking action to prevent and end homelessness in our town; and

WHEREAS: Municipal leadership, coordination, and resources are essential factors in achieving an end to homelessness.

NOW, THEREFORE, BE IT RESOLVED, that the Westport Board of Selectmen do hereby agree and accept the call to action; to coordinate municipal strategies with our regional Coordinated Access Network; to assess, evaluate and recommend best practices that address homelessness on an ongoing basis; to incorporate into municipal activities the programs, methods and tools that provide beneficial resources to vulnerable persons and those susceptible to homelessness; and to encourage municipal officials and staff to support the continuing efforts that will prevent and end homelessness in our community.

Upon motion by Melissa Kane, seconded by Jim Marpe, and passing by a vote of 3-0, the Resolution was hereby APPROVED.

APPROVE PHASE 1 CONTRACT BETWEEN THE TOWN AND O'RIORDAN MIGANO ARCHITECTS FOR GILLESPIE CENTER IMPROVEMENT PROJECT

6. Building Official and Public Site and Building Committee representative Steve Smith and Director of Human Services Elaine Daignault presented Item #6. They described the purpose for the contract, and that it was necessary to include for eligibility to receive the Department of Housing grant funding. They described the project at the Gillespie Center. Mr. Smith provided the background on the RFP process and responses, and that the Board would be reviewing additional contracts related to the project in the future. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Phase 1 contract with AIA O'Riordan Migani Architects in the amount of \$19,500 for the Department of Housing Small Cities Grant #SC2015803 Gillespie Center Improvement Project is hereby APPROVED.

APPROVE MOU BETWEEN THE TOWN AND EAGLE ENVIRONMENTAL FOR GILLESPIE CENTER IMPROVEMENT PROJECT

7. Director of Human Services Elaine Daignault presented Item #7. Ms. Daignault explained that this review was required by the Department of Housing, and that it was reimbursable within the grant funding. Assistant Town Attorney Eileen Flug noted that the contract would be subject to final approval

by 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 Memorandum of Understanding (MOU) with Eagle Environmental to complete Environmental Review in the amount of \$1,500 for the DOH #SC2015803 Gillespie Center Improvement Project Application is hereby APPROVED, subject to final review by the Town Attorney's office.

APPROVE AGREEMENT BETWEEN THE TOWN AND GRANITE GROUP FOR CONSOLIDATING TELECOMMUNICATIONS SERVICE ACCOUNTS

8. Finance Director Gary Conrad presented Item #8. Mr. Conrad noted that the service provided by Granite Group was to consolidate invoices, resulting in a savings of \$4,000. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement between the Town of Westport and Granite Group as it relates to consolidating telecommunication service accounts is hereby APPROVED

ADJOURNMENT

Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, the meeting adjourned at 10:40 am

/Eileen Francis/
Eileen Francis, Recording Secretary