

Board of Selectmen Meeting
October 13, 2021
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, October 13, 2021, at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut.

In attendance were Jim Marpe, Jennifer Tooker, Melissa Kane, Eileen Flug, Foti Koskinas, Al D'Amura, Peter Ratkiewich, Eileen Zhang, presenters and participants as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/129>

MINUTES

1. Jennifer Tooker presented Item #1. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Minutes of the Board of Selectmen's meeting of September 22, 2021 are hereby APPROVED.

ADOPT A TOWN STATEMENT ON DIVERSITY, EQUITY AND INCLUSIVITY

2. Mr. Marpe opened discussion. TEAM Westport Chair Harold Bailey presented the statement as developed by TEAM Westport and others, providing context and background on the mission of TEAM Westport as well as the collaborative efforts of many community groups to address the concerns and issues surrounding the topic. Members of the public spoke, describing personal experiences, historical perspective and providing support for the initiative. They included Jonathan Steinberg, Ramin Ganeshram, Stephanie Thomas, Danielle Teplica, Patra Kanchanagom, Ngassam Ngnoumen, Maggie Mudd, Youn Su Chao, and Kerstin Rao. The Board expressed its appreciation to those who contributed to the discussion.

Upon motion by Melissa Kane, seconded by Jennifer Tooker, and by a vote of 3-0, the statement was amended to include the final sentence in the Resolution.

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the Town Statement on Diversity, Equity and Inclusivity, as follows:

RESOLVED, that the Town of Westport is committed to fostering a civic culture that provides the equitable respect, belonging and treatment of all citizens, students, employees and visitors by its populace, government, schools, businesses and organizations. That commitment extends across all community segments including but not limited to races, ethnicities, religions, genders, abilities and LGBTQIA+. Building on the richness of its past while acknowledging the challenges of its history, the Town of Westport commits to proactively making the town genuinely welcoming and inclusive.

Today, Westport is a town with engaged communities and a future that is bright and uniquely positioned to thrive with great promise into the future. Our commitment and action items to realize this promise and to maintain a relentless focus on Diversity, Equity and Inclusion (DEI) for the long-term social health and viability of the Town include the following:

- Proactively identifying and dismantling systemic inequities and ‘othering.’
- Ensuring that the full humanity of any group or individual is never politicized or considered debatable.
- Applying an equity perspective to all decision-making including the municipal budget.
- Providing training in Equity & Inclusion for elected officials and employees.
- Expanding our local historical narrative to be increasingly accurate and inclusive.
- Building on the longstanding foundation of TEAM Westport to develop and implement Town-driven programs and initiatives to make the Westport community increasingly welcoming and conducive to a sense of belonging for all community segments, universally, across our populace, government, schools, organizations and businesses.
- Supporting proactive equity initiatives established within the Westport Public Schools.
- Implementing proactive hiring initiatives to increase the racial diversity of the town employee base.
- Ensuring Town-driven support for DEI initiatives across its businesses and organizations
- Prioritizing initiatives, policies and practices that enhance the availability of affordable housing and the facility of transportation for all within our community
- Providing policing DEI leadership via national certification of policies, programs and community accountability.
- Achieving certification for DEI within the Sustainable CT program.

and that as a Board, to denounce efforts to divide and instill fear in our community based on characteristics including but not limited to race, ethnicity, religion, gender, abilities and LGBTQIA+

Is hereby ADOPTED.

POP UP PERMIT APPLICATION – 29 CHURCH LANE PARKING SPACES – MANNA TOAST

3. David Waldman and Howard Bass presented Item #3. Mr. Waldman and Mr. Bass provided background on the engineering of the proposed removable structure and its placement within the parking spaces on Church Lane. Director of Public Works Peter Ratkiewich and Police Chief Foti Koskinas stated that there were safety concerns due to snowplowing and potential icing during winter months. After further discussion, Mr. Waldman and Mr. Bass presented an alternative to having the structure on the town roadway, instead placing it on the privately owned sidewalk, with conditions. The Board agreed that “Plan B” was better suited to the area and proposed that the applicants work with Planning & Zoning for possible administrative approval on the private sidewalk. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the Board approved the request from the applicants to submit a “Plan B” (i.e., structure to be located on the sidewalk adjacent to the restaurant) to the Planning & Zoning Department.

There was no vote on the original item since the applicant proposed a different plan.

To take such action as the meeting may determine to approve the Permit Application for Pop-Up Cafes to be located in parking spaces on the Town roadway known as Church Lane adjacent to the

property known as 29 Church Lane (Manna Toast), contingent upon compliance with recommendations from relevant Town departments and in accordance with the Regulations and Restrictions as outlined in the Town of Westport Pop-Up Seating and Pop-Up Café Guidelines, and further, to waive Section 13 of the Guidelines for this year, to allow on-street outdoor dining from November 1, 2021 to March 30, 2022.

POP UP PERMIT APPLICATIONS – RAILROAD PLACE PARKING SPACES – TARANTINO, HARVEST, ROMANACCI

4. Maurizio Ricci, representing Romanacci spoke to the application for that restaurant. Director of Public Works Peter Ratkiewich and Police Chief Foti Koskinas expressed their views that the condition in the winter months was not ideal for the patios, and that there is a public safety concern if the patios remain in place. The Board, Mr. Ratkiewich, Chief Koskinas and Mr. Ricci agreed that a proposed waiver for the pop-ups to remain until November 30 only, with the condition that they be removed within 5 days after that date, was acceptable. Further, the Board suggested that the applicants may apply for an earlier date to install the patios for the next season, subject to approval from relevant town departments. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Permit Applications for Pop-Up Cafes to be located in parking spaces on the Town roadway known as Railroad Place adjacent to the properties known as 30-32 Railroad Place (Tarantino Restaurant), 36 Railroad Place (Harvest Restaurant) and 46 Railroad Place (Romanacci Restaurant) contingent upon compliance with recommendations from relevant Town departments and in accordance with the Regulations and Restrictions as outlined in the Town of Westport Pop-Up Seating and Pop-Up Café Guidelines and Section 13 of said Guidelines are waived only for the month of November, 2021 with the condition that the patios be removed no later 5 days after the end of business on November 30, 2021, are hereby APPROVED.

APPROVE SOFTWARE LICENSE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND EASY VOTE SOLUTIONS, INC

5. Registrars of Voters Deb Greenberg and Maria Signore presented Item #5. The Registrars provided background and the benefits and efficiencies provided to the Registrars' Office and the poll workers. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Software License Agreement between the Town of Westport and Easy Vote Solutions, Inc. as it relates to a cloud-based voting worker management system is hereby APPROVED.

APPROVE AGREEMENT FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR SITE DESIGN FOR LONGSHORE CLUB PARK BETWEEN THE TOWN OF WESTPORT AND STANTEC CONSULTING SERVICES

6. Director of Parks & Recreation Jennifer Fava presented Item #6. Ms. Fava described the 2019 RFP response, the due diligence and positive referrals for the consultant, and the scope of the services to be provided. The timeframe is 6-8 months, there will be opportunity for public input, and the costs shall not exceed \$95,000. Upon motion by Jim Marpe, seconded by Melisa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement for Architectural and Engineering Services for Site Design for Longshore Club Park between the Town of Westport and Stantec Consulting Services, Inc., as it relates to the Longshore Capital Improvement Plan and subject to final review from the Town Attorney's Office, is hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND JANIK GOLF, LLC

7. Director of Parks & Recreation Jennifer Fava presented Item #7. Ms. Fava described the terms of the contract and noted for the record that there has been praise for Mr. Janik and his services as the golf course supervisor for many years. 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 Janik Golf, LLC as it relates to retaining a supervisor of the golf course and golf facilities at Longshore Club Park and subject to final review from the Town Attorney's Office, is hereby APPROVED.

ITEM #9 WAS PRESENTED AT THIS TIME – SEE BELOW

ACRETO CLOUD CORP – DISCUSSION TABLED

8. Information Technology Director Eileen Zhang presented Item #8. The Board determined they required additional information from Ms. Zhang before they could approve. By unanimous vote, the Item was tabled until the next meeting.

To take such action as the meeting may determine upon the request of the Director of Information Technology, to approve the Subscription Terms and Conditions between the Town of Westport and Acreto Cloud Corp. as it relates to a hosted software-defined security and connectivity gateway. –
ITEM TABLED

APPROVE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND LIGHTHOUSE TECHNOLOGY

9. Information Technology Director Eileen Zhang and Assistant Town Attorney Eileen Flug presented Item #9. Ms. Zhang and Ms. Flug gave insight on the benefits of the program and how it will help assist in accurate reporting and replies for some of the voluminous FOIA requests that are not easily managed through the Outlook program. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Spectra Pricing Agreement between the Town of Westport and Lighthouse Document Technologies, Inc. as it relates to cloud-based e-discovery and governance solution software to facilitate FOIA email review is hereby APPROVED.

APPROVE RESOLUTION FOR ROOF REPLACEMENT PROJECT AT STAPLES HIGH SCHOOL

10. Board of Education CFO Elio Longo and Superintendent of Schools Tom Scarice presented Item #10. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that in accordance with Connecticut School Construction Grant Form SCG-1045, that the Westport Board of Selectmen authorizes the Westport Board of Education to apply to the

Commissioner of Administrative Services and to accept or reject a grant for the Roof Replacement Project at Staples High School; and further, that the Westport Board of Selectmen authorizes at least the preparation of schematic drawings and outline specifications for the Roof Replacement Project at Staples High School is hereby APPROVED.

ADJOURNMENT

Upon Motion by Jim Marpe, seconded by Jennifer Tooker and passing by a vote of 3-0, the meeting adjourned at 12:40 PM

/Eileen Francis/

Eileen Francis, Recording Secretary