



Board of Finance

Town Hall, 110 Myrtle Avenue
Westport, CT 06880
BOF@westportct.gov

WESTPORT™

SPECIAL NOTICE ABOUT PROCEDURES FOR THIS MEETING:

This meeting will be held IN-PERSON IN THE TOWN HALL AUDITORIUM. Town Hall access will be through the front of the building. Masks are required. The meeting will also be live streamed on the Town Website westportct.gov (on the website, select "How Do I" Heading, and select "Watch Town Meetings") and shown on Optimum Government Access Channel 79 and Frontier Channel 6020.

Comments to be read during the public comment period may be emailed to BOFcomments@westportct.gov.

We will use our best efforts to read public comments aloud if they are received during the public comment period and if they state your full name and address. In-person public comments are also allowed during the public comment period. Meeting materials will be available at westportct.gov along with the meeting notice posted on the Meeting List & Calendar page.

NOTICE OF BOF PUBLIC MEETING

The Board of Finance will hold its Public Meeting on **Wednesday, November 3, 2021 at 7:30 IN PERSON IN THE AUDITORIUM** for the following purposes:

AGENDA

1. To approve the Board of Finance Minutes of the October 6, 2021 Regular Meeting and the October 20, 2021 Special Meeting.
2. Financial Report from the Finance Director. (Discussion Only)
3. Board of Education 1st quarter Financial Report from the Chief Financial Officer. (Discussion Only)
4. Status Update from the Audit Manager. (Discussion Only)
5. Upon the request of the Director of Parks and Recreation, to approve an appropriation for funding benefits for the Wakeman Town Farm Manager position.
6. Upon the request of the Director of Public Works, to approve an appropriation of \$81,000.00 along with bond and note authorization to the Sewer Reserve Fund Account 32003330-500348-10124 for engineering design services to upgrade Pump Station #3 Force Main.
7. Upon the request of the Director of Public Works, to approve an appropriation of \$2,395,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500349-10125 for construction and engineering expenses for the replacement for the Bayberry Lane Bridge over the Aspetuck River.

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.



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DRAFT MINUTES OF THE BOF EXECUTIVE SESSION - Began at 7pm

Attendees: Andrea Moore, Nancie Dupier, Sheri Gordon, Lee Caney, Jim Foster and Brian Stern. Jay DesMarteau not present.

The Board of Finance held a Special Meeting on **Wednesday, October 6, 2021 at 7:00 p.m. in the Auditorium of Town Hall** for the following purpose. It is anticipated that the Board of Finance will vote to go into Executive Session for such discussion:

AGENDA

1. To discuss On-going Negotiations of Bargaining Unit and Leases. (Chairman to Present)

DRAFT MINUTES OF THE BOF PUBLIC MEETING Began at 7:35 pm

The Board of Finance held its Public Meeting on **Wednesday, October 6, 2021 at 7:30 IN PERSON IN THE AUDITORIUM** for the following purposes:

AGENDA

1. To approve the Board of Finance Minutes of the September 1, 2021 Regular Meeting.
Motion to approve - Sheri Gordon, second - Brian Stern. Vote 6-0-0.
2. Westport Transit District Scorecard Presentation (Discussion Only) - *Peter Gold presents*
3. Upon the request of the Fire Chief, to approve a transfer in the amount of \$167,673.00 to cover overtime expenses due to two Firefighter vacancies to FLSA Open Position Account 10102220-513413; \$157,650.00 from Salary Account 10102220-511000 and \$10,023.00 from Holiday Account 10102220-511006.
Motion to approve - Andrea Moore, Second Nancie Dupier. Vote 6-0-0.
4. Financial Report from the Finance Director. (Discussion Only) - *Gary Conrad presents*

5. Status Update from the Audit Manager. (Discussion Only) - *Lynn Scully presents*
6. To review the 2022 Board of Finance Calendar. (Discussion Only) - *Brian Stern presents*
7. Upon the request of the Superintendent of Schools, to approve an Appropriation in the amount of \$5,476,812.00 along with bond and note authorization to the Municipal Improvement Fund Account 30506650-500350-10111 for the partial replacement of the Staples High School Roof as well as replacement of existing roof ladders and drains.
To be further discussed and a vote taken at the October 20th Special Meeting of the BOF
8. Presentation of the Selectman's Plan for the use of the American Rescue Plan Act of 2021 (ARPA) funds to be distributed to the Town of Westport. (Discussion Only) - *Lynn Scully presents*

Motion to Adjourn - Nancie Dupier, second Lee Caney. Vote 6-0-0.

Meeting Adjourned at 10:45pm

Meeting Notes respectfully submitted by Andrea Moore, Vice Chair

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REVISED DRAFT MINUTES OF BOF SPECIAL MEETING

Attendees: Andrea Moore, Jim Foster, Jay DesMarteau, Sheri Gordon, Nancie Dupier, and Brian Stern. Lee Caney was not present.

The Board of Finance held a Special Meeting on **Wednesday, October 20, 2021 at 7:00 p.m. with remote participation via Zoom** for the following purpose.

AGENDA

1. Upon the request of the Superintendent of Schools, to approve an Appropriation in the amount of \$5,476,812.00 along with bond and note authorization to the Municipal Improvement Fund Account 30506650-500350-10111 for the partial replacement of the Staples High School Roof as well as replacement of existing roof ladders and drains.

Motion to amend the amount to \$5,227,866 by Brian Stern, second - Nancie Dupier. Vote 6-0-0.

Motion to approve amended amount - Andrea Moore, second - Jay DesMarteau. Vote 6-0-0.

2. To review and approve department requests for funding from the American Rescue Plan Act of 2021 (ARPA) that will be distributed to the Town of Westport.

a. Public Health & Human Services – Stop Gap Measures \$400,000.00

Motion to reduce to \$185,000 - Nancie Dupier, second - Andrea Moore. Vote 6-0-0.

b. Resiliency – Tree Trimming \$300,000.00

Motion to reduce to \$100,000 - Jay DesMarteau, second - Jim Foster. Vote 6-0-0.

c. Equity – Bus Shelters \$150,000.00

Motion to approve - Brian Stern, second - Sheri Gordon. Vote 6-0-0.

d. Cybersecurity – Network Protection \$100,000.00

Motion to approve - Sheri Gordon, second - Andrea Moore. Vote 6-0-0.

e. Covid – Reimbursement to General Fund \$250,000.00

Motion to approve - Brian Stern, second - Jay DesMarteau. Vote 6-0 -0.

Motion to adjourn - Andrea Moore, second Jim Foster. Vote 6-0-0. Meeting adjourned at 9:08pm.

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 1Q
September 30, 2021
Theoretical Expenditure Rate: 25%

2018-2019 Year-End Expense	2019-2020 Year-End Expense	2020-2021 Year-End Expense (ua)	Object Code	Descriptions	2021-2022 ADOPTED BUDGET	2021-2022 ENCUMBERED TO DATE	2021-2022 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
5,403,166	5,323,764	5,590,982	100	Certified Adminstrators	5,436,674	4,043,519	1,334,183	25%		5,377,702	58,972	1.1%
2,076,448	2,055,637	2,182,792	101	Directors	2,197,367	1,694,654	516,273	23%		2,210,927	(13,560)	-0.6%
23,188,723	23,180,329	24,083,223	102	Reg Ed Teachers	24,018,701	21,407,345	3,224,025	13%		24,631,370	(612,669)	-2.6%
11,778,849	11,847,837	12,009,702	103	Special Area Teachers	12,589,704	10,572,061	1,603,827	13%		12,175,888	413,816	3.3%
4,246,724	4,444,203	4,465,194	104	Support Teachers	4,528,933	3,698,932	546,828	12%		4,245,760	283,173	6.3%
104,021	114,424	54,191	105	Curr/Instr Resource	55,004	48,128	6,875	12%	-	55,003	1	0.0%
930,297	804,517	846,541	107	Library/Media Teachers	954,265	831,907	126,059	13%		957,966	(3,701)	-0.4%
1,500,395	1,467,460	1,416,076	108	Guidance	1,596,143	1,349,636	236,698	15%		1,586,334	9,809	0.6%
4,695,295	4,732,128	4,848,325	109	Special Ed Teachers	5,335,941	4,296,310	829,422	16%		5,125,732	210,209	3.9%
1,614,249	1,678,766	1,742,037	110	Psychologists	1,847,110	1,575,726	261,465	14%	9,919	1,847,110	-	0.0%
237,067	323,943	255,798	113	Social Workers	265,551	227,776	41,460	16%	-	269,236	(3,685)	-1.4%
1,412,585	1,489,732	1,605,864	114	Speech/Hearing Therapists	1,703,124	1,409,654	275,441	16%	20,000	1,705,095	(1,971)	-0.1%
115,609	116,768	117,929	115	Staff Dev/Leadership	119,106	88,382	13,318	11%	17,406	119,106	-	0.0%
686,315	671,535	548,118	116	Extra-Curricular	757,279	25,967	5,062	1%	726,250	757,279	-	0.0%
629,105	624,598	606,783	118	Coaches-Intrmral/Intrschlstic	657,785	-	3,849	1%	653,936	657,785	-	0.0%
122,098	102,768	141,990	119	Curriculum Work/Other	126,198	-	67,606	54%	58,592	126,198	-	0.0%
\$ 58,740,945	\$ 58,978,409 0.4%	\$ 60,515,545 2.6%		Sub-Total Certified Salaries	\$ 62,188,885 2.8%	\$ 51,269,997 82.4%	\$ 9,092,391 14.6%		\$ 1,486,103 2.4%	\$ 61,848,491 99.5%	340,394 0.5%	0.5%
1,254,230	1,267,806	1,267,354	120	Support Supervisors	1,326,305	862,167	346,975	26%	100,000	1,309,142	17,163	1.3%
2,514,948	2,531,919	2,556,368	121	Secretaries	2,673,771	1,856,580	697,234	26%	40,000	2,593,814	79,957	3.0%
1,859,305	1,780,276	1,836,013	122	Paraprofessionals	1,880,704	1,592,582	246,709	13%	20,000	1,859,291	21,413	1.1%
2,952,375	3,374,723	3,224,924	123	Sped Paraprofessionals	3,578,891	2,986,494	614,306	17%		3,600,800	(21,909)	-0.6%
2,670,997	2,523,226	2,955,717	124	Custodians	3,074,107	2,216,199	796,313	26%	30,000	3,042,512	31,595	1.0%
615,592	607,512	633,764	125	Maintainers	646,194	472,885	173,309	27%		646,194	-	0.0%
899,444	894,330	930,843	126	Nurses	952,514	817,886	145,904	15%	(15,344)	948,446	4,068	0.4%
244,894	239,771	252,820	127	Nurses Aides	283,213	241,225	37,286	13%		278,511	4,702	1.7%
565,164	603,220	616,951	128	Technology Assistants	635,068	462,223	168,609	27%		630,832	4,236	0.7%
308,685	344,467	315,704	129	Security Aides	342,748	276,589	45,256	13%		321,845	20,903	6.1%
267,840	201,756	86,823	130	Bus Monitors	170,000	-	16,970	10%	153,030	170,000	-	0.0%
240,703	215,044	210,585	131	Athletics	250,239	179,538	17,982	7%	52,719	250,239	-	0.0%
138,945	135,724	145,620	133	Other	151,627	137,761	22,605	15%		160,366	(8,739)	-5.8%
679,019	739,121	800,867	135	Occupational Therapists	866,993	735,345	147,536	17%		882,881	(15,888)	-1.8%
182,087	185,053	189,247	136	Physical Therapists	212,637	160,732	34,845	16%		195,577	17,060	8.0%
21,992	21,375	21,375	140	Adult Ed Mandated	23,000	-	-	0%	23,000	23,000	-	0.0%

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 1Q
September 30, 2021
Theoretical Expenditure Rate: 25%

2018-2019 Year-End Expense	2019-2020 Year-End Expense	2020-2021 Year-End Expense (ua)	Object Code	Descriptions	2021-2022 ADOPTED BUDGET	2021-2022 ENCUMBERED TO DATE	2021-2022 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
\$ 15,416,219	\$ 15,665,323 1.6%	\$ 16,044,975 2.4%		Sub-Total Non-Certified Salaries	\$ 17,068,011 6.4%	\$ 12,998,206 76.2%	\$ 3,511,839 20.6%		\$ 403,405 2.4%	\$ 16,913,450 99.1%	154,561 0.9%	0.9%
292,731	267,768	352,170	150	Perm Cert Subs	425,880	299,675	15,405	4%	50,000	365,080	60,800	14.3%
151,712	105,245	81,523	151	Daily Cert Subs	178,506	18,100	3,557	2%	80,000	101,657	76,849	43.1%
36,150	23,050	5,925	152	Staff Training Cert Subs	40,000	-	-	0%	40,000	40,000	-	0.0%
56,600	26,638	27,864	153	PPT Cert Subs	57,000	-	1,075	2%	30,000	31,075	25,925	45.5%
782,155	837,185	722,147	154	Long Term Subs	856,731	401,137	47,971	6%	407,623	856,731	-	0.0%
276,387	202,012	279,249	155	Non-Cert Subs	304,236	29,706	32,856	11%	241,674	304,236	-	0.0%
633,328	553,260	750,817	156	Overtime	538,960	-	212,430	39%	326,530	538,960	-	0.0%
\$ 2,229,063	\$ 2,015,158 -9.6%	\$ 2,219,695 10.1%		Sub-Total Other Salaries	\$ 2,401,313 8.2%	\$ 748,618 31.2%	\$ 313,294 13.0%		\$ 1,175,827 49.0%	\$ 2,237,739 93.2%	163,574 6.8%	6.8%
\$ 76,386,228	\$ 76,658,890	\$ 78,780,215		TOTAL SALARIES	\$ 81,658,209	\$ 65,016,821	\$ 12,917,524		\$ 3,065,335	\$ 80,999,680	658,529	0.8%
	0.4%	2.8%			3.7%	79.6%	15.8%		3.8%	99.2%	0.8%	
15,415,241	15,431,120	16,406,438	210	Health Insurance	16,891,503	7,386,028	6,315,932	37%	3,189,543	16,891,503	-	0.0%
341,468	357,089	261,737	211	Group Life Insurance	360,000	278,427	68,051	19%	-	346,478	13,522	3.8%
44,556	35,310	36,875	212	Teacher Child Care (WEA)	43,000	-	-	0%	43,000	43,000	-	0.0%
30,602	21,552	25,155	213	Health Insurance Waiver	30,000	12,000	-	0%	18,000	30,000	-	0.0%
2,173,235	2,136,239	2,184,387	220	FICA/Medicare	2,292,402	1,783,307	403,604	18%	50,000	2,236,911	55,491	2.4%
18,736	18,559	20,049	240	Course Reimbursement	27,700	450	12,202	44%	15,048	27,700	-	0.0%
38,764	94,997	86,090	250	Unemployment Compensation	60,000	47,951	9,973	17%	-	57,924	2,076	3.5%
374,654	368,687	395,669	260	Workers Compensation	400,000	208,187	196,165	49%	-	404,352	(4,352)	-1.1%
35,703	32,918	31,434	287	Uniform Allowance	38,500	17,539	15,761	41%	5,200	38,500	-	0.0%
34,543	37,014	34,543	290	Other Employee Benefits	38,000	11,376	22,819	60%	3,805	38,000	-	0.0%
\$ 18,507,501	\$ 18,533,486	\$ 19,482,377		TOTAL BENEFITS	\$ 20,181,105	\$ 9,745,265	\$ 7,044,507		\$ 3,324,596	\$ 20,114,368	66,737	0.3%
	0.1%	5.1%			3.6%	48.3%	34.9%		16.5%	99.7%	0.3%	
103,391	83,894	135,542	320	HomeBound	90,000	3,390	10,972	12%	75,638	90,000	-	0.0%
6,809	9,341	3,481	321	Gifted Activities	15,000	-	-	0%	15,000	15,000	-	0.0%
-	-	102,000	322	Educational Interns	185,750	37,500	37,500	20%	80,000	155,000	30,750	16.6%
438,823	332,436	203,115	323	Instr Program Improvements	406,145	98,085	54,483	13%	253,577	406,145	-	0.0%
12,350	7,622	8,259	324	Pupil Services	11,000	-	-	0%	11,000	11,000	-	0.0%

WESTPORT PUBLIC SCHOOLS
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260,020	258,180	297,523	325	PPT Consultations	287,000	143,584	71,496	25%	71,920	287,000	-	0.0%
117,292	38,707	116,060	327	Student Evaluations-Outside	120,000	83,984	15,719	13%	20,297	120,000	-	0.0%
19,345	9,625	8,000	328	Medical Advisors	20,000	-	-	0%	20,000	20,000	-	0.0%
674,702	511,118	510,642	330	Other Prof/Tech Services	478,134	219,741	25,364	5%	233,029	478,134	-	0.0%
501,302	670,267	455,999	331	Legal/Negotiations	605,000	431,053	39,538	7%	184,409	655,000	(50,000)	-8.3%
\$ 2,134,035	\$ 1,921,190	\$ 1,840,621		TOTAL PURCHASED SERVICES	\$ 2,218,029	\$ 1,017,337	\$ 255,072		\$ 964,870	\$ 2,237,279	(19,250)	-0.9%
	-10.0%	-4.2%			20.5%	45.9%	11.5%		43.5%	100.9%	-0.9%	
94,450	87,604	96,897	411	Water/Sewer	97,408	76,659	20,749	21%		97,408	-	0.0%
1,839,161	2,022,719	2,227,890	413	Electricity	2,239,595	1,165,650	1,089,944	49%		2,255,594	(15,999)	-0.7%
866,075	725,514	920,331	414	Natural Gas	940,547	867,452	45,700	5%	27,395	940,547	-	0.0%
14,094	11,461	19,576	415	Heating Oil	16,017	17,596	2,792	17%		20,388	(4,371)	-27.3%
519,970	525,178	586,868	421	Contracted Maintenance	640,138	354,098	258,013	40%	29,027	641,138	-	0.0%
825,625	691,665	578,915	431	Building Maintenance	458,000	122,699	206,637	41%	176,625	505,961	-	0.0%
226,030	226,851	199,693	432	Grounds Maintenance	282,387	63,228	61,767	23%	147,392	272,387	-	0.0%
68,637	77,148	120,343	433	Repair Equip (Instructional)	153,770	31,655	2,190	1%	119,925	153,770	-	0.0%
127,507	39,138	46,294	434	Repair Equip (Non-Instructional)	67,355	773	7,772	12%	58,810	67,355	-	0.0%
130,679	238,398	572,757	435	Building Projects	378,126	61,117	26,437	8%	243,572	331,126	-	0.0%
6,988	49,252	63,760	436	Grounds Projects	104,000	-	-	0%	104,000	104,000	-	0.0%
142,110	263,335	506,488	437	Restore/Prevent Maintenance	241,557	207,673	97,700	40%		305,373	(62,777)	-25.9%
169,701	166,005	151,099	440	Equip Rentals & Copiers	181,019	62,350	19,795	11%	98,874	181,019	-	0.0%
47,283	48,938	50,651	441	Building Rental	52,424	39,356	13,068	25%		52,424	-	0.0%
10,558	9,000	8,890	450	Gas/Travel Maintenance	9,000	7,672	1,328	15%		9,000	-	0.0%
149,226	266,808	294,970	451	Custodial Supplies	268,137	104,000	156,898	59%	7,239	268,137	-	0.0%
252,835	242,032	391,962	452	Maintenance Supplies	261,000	600	98,305	38%	162,095	261,000	-	0.0%
83,746	80,548	105,733	490	School Security	80,000	11,736	68,446	79%	6,818	87,000	-	0.0%
\$ 5,574,675	\$ 5,771,592	\$ 6,943,117		TOTAL PROPERTY SERVICES	\$ 6,470,480	\$ 3,194,314.00	\$ 2,177,541		\$ 1,181,772	\$ 6,553,627	(83,147)	-1.3%
	3.5%	20.3%			-6.8%	49.4%	33.7%		18.3%	101.3%	-1.3%	
3,651,000	3,413,467	4,006,047	510	Transportation - Regular	4,185,763	2,094,385	2,087,785	50%		4,182,170	3,593	0.1%
925,593	858,706	945,610	511	Trans-Spec Ed-Internal	1,223,433	517,598	481,629	39%	224,206	1,223,433	-	0.0%
69,406	56,384	170,646	512	Trans-Spec Ed-Public	237,043	130,430	23,762	10%	82,851	237,043	-	0.0%
405,562	489,144	318,331	513	Trans-Spec Ed-Private	503,303	494,729	77,883	15%		572,612	(69,309)	-13.8%
44,512	19,123	18,975	516	Trans-Field Trips	69,935	34,396	320	0%	35,219	69,935	-	0.0%

WESTPORT PUBLIC SCHOOLS
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Theoretical Expenditure Rate: 25%

2018-2019 Year-End Expense	2019-2020 Year-End Expense	2020-2021 Year-End Expense (ua)	Object Code	Descriptions	2021-2022 ADOPTED BUDGET	2021-2022 ENCUMBERED TO DATE	2021-2022 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
228,674	125,394	142,913	517	Gasoline-Buses	303,333	90,681	14,319	5%	198,333	303,333	-	0.0%
171,541	177,474	191,554	520	Property Insurance	175,882	130,055	20,829	12%		150,884	24,998	14.2%
9,889	9,313	9,777	521	Flood Insurance	11,016	-	-	0%	11,016	11,016	-	0.0%
333,866	347,707	345,442	523	Liability Insurance	363,281	235,200	190,534	52%		425,734	(62,453)	-17.2%
146,121	126,000	120,752	529	Athletic Insurance	132,300	-	101,658	77%		101,658	30,642	23.2%
412,424	306,274	406,705	530	Communication Systems	609,344	206,646	260,967	43%	211,731	679,344	(70,000)	-11.5%
35,581	21,585	13,647	535	Postage	36,000	23,753	3,747	10%	8,500	36,000	-	0.0%
14,629	24,794	18,722	540	Advertising	18,000	6,768	232	1%	11,000	18,000	-	0.0%
22,125	20,891	11,758	550	Printing	31,423	5,225	1,284	4%	24,914	31,423	-	0.0%
2,385,787	2,159,295	2,690,481	560	Tuition-Public	2,480,697	2,616,560	862,060	35%	(997,923)	2,480,697	-	0.0%
43,621	-	-	563	Tuition-Court & Agency Placed	-	-	-	0%		-	-	0.0%
675,415	1,136,743	1,324,753	567	Tuition-Litigation	900,000	563,761	114,581	13%	321,658	1,000,000	(100,000)	-11.1%
22,158	26,014	-	569	Tuition-Summer Programs	27,000	-	-	0%	27,000	27,000	-	0.0%
44,328	30,974	42,334	580	Staff Travel/Mileage	65,475	21,904	6,873	10%	36,698	65,475	-	0.0%
\$ 9,642,231	\$ 9,349,282	\$ 10,778,447		TOTAL OTHER PURCH SERVICES	\$ 11,373,228	\$ 7,172,091	\$ 4,248,463		\$ 195,203	\$ 11,615,757	(242,529)	-2.1%
	-3.0%	15.3%			5.5%	63.1%	37.4%		1.7%	102.1%	-2.1%	
863,292	823,349	798,327	611	Supplies-Instructional	905,682	354,317	202,876	22%	344,847	902,040	-	0.0%
773,338	772,895	954,709	612	Software	969,241	57,053	838,115	86%	74,073	969,241	-	0.0%
135,374	171,258	171,334	613	Tech Supplies	151,925	22,174	22,342	15%	107,409	151,925	-	0.0%
40,669	29,089	34,135	615	Graduation Expenses	37,687	6,942	22	0%	30,723	37,687	-	0.0%
330,517	403,108	398,661	641	Textbooks	511,777	50,572	173,786	34%	292,604	516,962	-	0.0%
104,791	100,703	101,425	642	Library Books & Periodicals	107,648	36,033	10,473	10%	61,142	107,648	-	0.0%
12,075	15,070	8,860	643	A/V Materials	16,100	219	-	0%	15,881	16,100	-	0.0%
139,377	152,610	159,039	690	Non Instructional Supplies	193,841	60,913	51,292	27%	80,093	192,298	-	0.0%
18,831	48,970	43,002	691	Health Supplies	20,000	1,688	1,533	8%	16,779	20,000	-	0.0%
\$ 2,418,264	\$ 2,517,050	\$ 2,669,492		TOTAL SUPPLIES AND MTLs.	\$ 2,913,901	\$ 589,911	\$ 1,300,439		\$ 1,023,551	\$ 2,913,901	-	0.0%
	4.1%	6.1%			9.2%	20.2%	44.6%		35.1%	100.0%	0.0%	
38,674	17,680	10,049	731	Equip-New Instructional	-	355	812	#DIV/0!		1,167	(1,167)	#DIV/0!
45,290	5,251	8,792	732	Equip-New Non Instructional	-	-	-	0%		-	-	#DIV/0!
42,751	91,659	139,460	733	Equip-Replace Instructional	-	-	-	#DIV/0!		-	-	#DIV/0!
2,184	(676)	45,464	734	Equip-Replace Non Instructional	-	7,599	-	0%		7,599	(7,599)	#DIV/0!
75,017	74,827	48,418	735	Furniture	-	-	605	#DIV/0!		605	(605)	#DIV/0!

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 1Q
September 30, 2021
Theoretical Expenditure Rate: 25%

2018-2019 Year-End Expense	2019-2020 Year-End Expense	2020-2021 Year-End Expense (ua)	Object Code	Descriptions	2021-2022 ADOPTED BUDGET	2021-2022 ENCUMBERED TO DATE	2021-2022 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
692,475	966,142	308,097	736	Tech Equip-Instructional	204,562	143,112	411,450	201%	(350,000)	204,562	-	0.0%
27,510	28,529	21,606	737	Tech Equip-Non Instructional	45,066	45,150	-	0%		45,150	(84)	-0.2%
\$ 923,902	\$ 1,183,412	\$ 581,886		TOTAL EQUIPMENT	\$ 249,628	\$ 196,216	\$ 412,867		\$ (350,000)	\$ 259,083	(9,455)	-3.8%
	28.1%	-50.8%			-57.1%	78.6%	165.4%		-140.2%	103.8%	-3.8%	
86,212	85,901	88,665	810	Dues & Fees	63,700	13,414	36,820	58%	13,466	63,700	-	0.0%
29,124	15,424	26,758	811	Student Act & Awards	34,273	12,000	319	1%	21,954	34,273	-	0.0%
401,429	406,608	352,973	812	Student Athletics	431,329	349,978	38,497	9%	42,854	431,329	-	0.0%
\$ 516,764	\$ 507,933	\$ 468,396		TOTAL OTHER	\$ 529,302	\$ 375,392	\$ 75,636		\$ 78,274	\$ 529,302	-	0.0%
	-1.7%	-7.8%			13.0%	70.9%	14.3%		14.8%	100.0%	0.0%	
\$ 116,103,600	\$ 116,442,836	\$ 121,544,549		GRAND TOTAL	\$ 125,593,882	\$ 87,307,347	\$ 28,432,047		\$ 9,483,601	\$ 125,222,997	\$ 370,885	0.3%
	0.3%	4.4%			3.3%	69.5%	22.6%		7.6%	99.70%	0.30%	



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


October 19, 2021

The Honorable James S. Marpe
First Selectman
Town Hall
110 Myrtle Avenue
Westport, CT 06880

Dear Mr. Marpe:

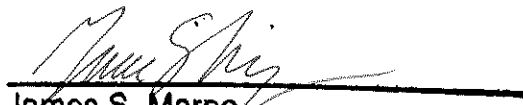
The Parks and Recreation Department/Wakeman Town Farm respectfully requests to be placed on the Board of Finance Agenda for an appropriation in an amount to be determined for the funding of benefits for the Farm Manager position at Wakeman Town Farm.

Respectfully,


Jennifer A. Fava
Director of Parks and Recreation

cc: Gary Conrad, Finance Director
Liz Milwe, Wakeman Town Farm
Bill Constantino, Wakeman Town Farm

Approved for submission
To Board of Finance (10/20/21)


James S. Marpe
First Selectman



WESTPORT

WESTPORT CONNECTICUT

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

October 26, 2021

The Honorable James S. Marpe
First Selectman
Town Hall
110 Myrtle Avenue
Westport, CT 06880

Dear Mr. Marpe:

On behalf of the Wakeman Town Farm, the Parks and Recreation Department respectfully requests to be placed on the Board of Finance Agenda for an appropriation in an amount of \$16,734.16 for the funding of benefits for the Farm Manager position at Wakeman Town Farm.

Respectfully,


Jennifer A. Fava
Director of Parks and Recreation

cc: Gary Conrad, Finance Director
Liz Milwe, Wakeman Town Farm
Bill Constantino, Wakeman Town Farm



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

MEMO TO: Board of Finance

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

DATE: October 26, 2021

RE: **Appropriation Request for Wakeman Town Farm Employee Benefits**

On behalf of the Wakeman Town Farm Committee, the Parks and Recreation Department puts forth the request for an appropriation to fund benefits for the Farm Manager position.

The Farm Manager at Wakeman Town Farm is currently a part time employee that does not receive benefits such as medical, dental, and prescription insurance, nor 401(k) or Defined Contribution plans. Based upon the number of hours worked, the Personnel Department has stated that it is required that the Farm Manager position be provided with benefits. Additionally, the Wakeman Town Farm Committee believes it is important to provide these benefits for this position in order to retain someone and/or for recruitment of any future employee in this role.

The current cost for benefits as provided by the Finance Department are:

	<u>Monthly</u>	<u>Annually</u>	<u>7 Months*</u>
Total Benefit Cost	\$2,390.59	\$28,687.08	\$16,734.16

*December 1, 2021 – June 30, 2022

The Committee would like to begin providing these benefits to the Farm Manager as of December 1, 2021, therefore requesting a special appropriation in the amount of \$16,734.16.

Additional information from the Wakeman Town Farm Committee is attached.

attachment

cc: Gary Conrad, Finance Director
Ralph Chetcuti, Personnel Director
Liz Milwe, Wakeman Town Farm
Bill Constantino, Wakeman Town Farm

Approved for submission
To Board of Finance (10/26/21)



James S. Marpe
First Selectman

Dear Board of Finance:

We seek an appropriation for the Wakeman Town Farm Manager to receive Health and 401K Benefits from the Town of Westport. This Town employee is essential to overseeing and maintaining an increasingly valuable Town-owned asset, including a 2-acre property, homestead, public facility, grounds, gardens, driveways, walkways, and all outbuildings. The Farm Manager's job is to serve as the year-round steward who ensures that the property is safe, up to codes, and functional for the public. We at Wakeman Town Farm raise the money to pay for the Farms manager's salary.

We are asking for Health Benefits for the Farm Manager, who is already Town Personnel. We also believe it will create a sustainable position for the future that will allow us to attract the best candidates to oversee the Town Farm. From our end, we will proudly continue to pay for the employee's salary through monies we raise through our programming and fundraising efforts.

We are asking the Town to help us maintain a sustainable position that allows us to keep the current structure and keep the Town's valuable asset — the grounds, gardens and facilities at 134 Cross Highway — in good working order and maintained on a daily basis. The team at Wakeman raises all of its own money through programs and fundraising to pay all its staff salaries, bills, and our one loan from the Town. The Farm Manager makes only a small stipend. As a dedicated employee who works 30 hours a week, including many weekends and nights, he deserves Benefits for his family, and, in this labor market, his services are invaluable. It would not be easy to find a qualified Farm Manager with his dedication and skillset to keep the Farm property functioning smoothly.

In this climate, labor shortages are a major issue nationwide. We have been fortunate to have landed a terrific Farm Manager, a Town employee who is doing an excellent job keeping Westport's Town Farm in good shape. That includes all the systems, from electric to plumbing to septic and sprinklers to light carpentry, snow plowing, roofing and repairs.

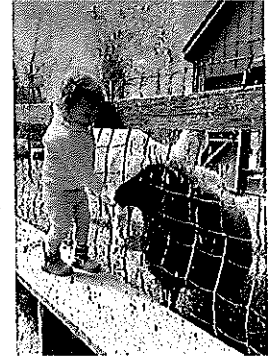
Keeping the Farm in tiptop shape is a result of our Farm Manager's daily work. His labor directly Benefits the Town's property. We are requesting this appropriation to create a sustainable position and ensure the Town Property is consistently taken care of with care and respect for Wakeman Town Farm, a Town gem. We would like to offer our Farm Manager Benefits. We hope you will agree.

—The Wakeman Town Farm Committee

Benefits and Capital Improvements

Here's a quick history of Wakeman Town Farm since we first appeared in front of the BOF:

Wakeman Town Farm is a Town-owned Farm. The Town has appointed a committee to run the everyday activities at the Farm. Over the years, the Farm has grown and developed a strong following in the Westport community.



Benefits to Westport:

-We offer a variety of well-attended children classes and school vacation camps and summer camps.

-We offer community lectures several times a month on gardening, sustainability, and a variety of subjects related to a healthy environment.

-We bring in local chefs to teach classes and prepare farm-to-table-meals. This part of our commitment to supporting local businesses and exposing our community to the green foods movement.

-We have seasonal events for the public, such as Harvest Fest, our Holiday Tree Lighting, Tea Parties, Beer Festivals, Family Fun Days and more.

-We offer community service opportunities for middle schoolers and high schoolers, which includes our popular Staples High School internship program.

-We host yearly tours for all tenth graders in our school system in conjunction with Staples High School Health department. We also bring in school groups of various grade levels and also host local preschools and scouting organizations. We serve thousands of kids each years.

-We work closely with STAR, offering basic cooking classes to impart independent living skills.

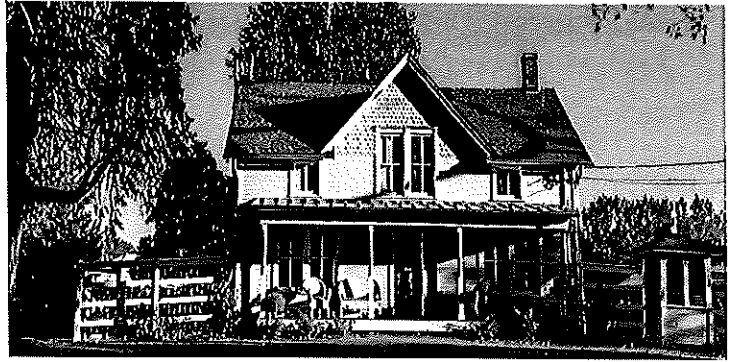
-We host Horizons Camps on Fridays, teaching kids from underserved urban areas about nutrition and exposing kids who have no Farm experience to our gardens and menagerie of animals.

-We run a successful weekly farmstand during the summer and fall, featuring our organic vegetables and herbs and highlighting local businesses products, such as Kneads Bakery breads and Shearwater Coffee.



Capital Improvements

- 2014 we built an animal enclosure
- 2016 we renovated the farm house
- 2016 we built a year-round addition to the farmhouse
- 2019-2021 we created a Farm Manager position. The manager has repaired the deferred maintenance and created a beautiful landscape



- 2021 we are raising funds to renovate the red barn for an updated sprout house, a small store, an indoor/outdoor gardening classroom, an exercise space and a space for small barn dinners.





DEPARTMENT OF PUBLIC WORKS

TOWN HALL, 110 MYRTLE AVENUE
WESTPORT, CONNECTICUT 06880
(203) 341 1120 www.westportct.gov

Item 6

October 4, 2021

Mr. James S. Marpe
First Selectman
Town Hall
Westport, CT 06880

Re: Appropriation from Sewer Reserve Fund
Sanitary Sewer Contract 72C
Engineering Design Services for Pump Station #3 Force Main Upgrade

Dear Mr. Marpe:

This office hereby requests requesting funds for engineering services for the design for the upgrade of Pump Station 3 force main. The current force main was originally installed in 1959. This project will be the fifth force main upgrade that has been conducted to address the aging and deterioration of the Town's sewer system.

Pump Station #3 is located at 225 Riverside Avenue, within Pasacreta Park, and has a current pump discharge capacity of .75MGD. The existing forcemain is an eight inch (8") diameter asbestos-cement pipe extending from pump station #3, located within Pasacreta Park (225 Riverside Avenue) flowing southerly down Riverside Ave crossing underneath Stoney Brook and runs approximately twenty-two hundred linear feet (2200lf) to it's discharge point into a gravity manhole within the intersection of Riverside Avenue and Raymond Place. The force main was originally designed and installed in 1959. This project is one of many force main replacement projects that has been conducted over ten years to address infrastructure needs of the Westport Water Pollution Control Facility collection system.

The proposal is to design a new force main taking into account a projected flow rate from the upstream sewer shed(s) to determine both current and future pump needs and how that influences the existing force main. Funds have been allocated in the Sewer Reserve Fund for this work.

This office has solicited proposals from qualified engineering firms for the evaluation and design of the station. Proposals have been received from four firms and CLA Engineers of Norwich Connecticut was the lowest responsible bid. The cost for the project has been estimated as follows:

Design Engineering/Permitting	\$ 43,700.00
Geo-technical Assessment	\$ 10,000.00
<u>Temporary Bypass Installation</u>	<u>\$ 20,000.00</u>
Subtotal	\$ 73,700.00
<u>10% Contingency</u>	<u>\$ 7,370.00</u>
Total	\$ 81,070.00
Total Funds Requested	<u>\$ 81,000.00</u>

Page 2

October 4, 2021

Re: Appropriation from Sewer Reserve Fund
Sanitary Sewer Contract 72C
Engineering Design Services for Pump Station #3 Force Main Upgrade

This office, herein, requests an appropriation from the Sewer Reserve Fund in the amount of eighty-one thousand dollars (\$81,000.00) for the engineering services for the design for the upgrade of Pump Station #3 force main.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich". The signature is fluid and cursive, with a long horizontal stroke at the end.

Peter A. Ratkiewich,
Director of Public Works

cc: Gary Conrad, finance Director

G:\Pw_off\SEWER CONTRACTS\CON72C - PS#3 Force Main Design\PS#3 Force Main Eng Design App Request.doc

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works October 4, 2021

PROJECT NAME AND DESCRIPTION
 SANITARY SEWER CONTRACT 72C,
 Engineering Design Services for Pump Station #3 Force Main Upgrade

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO

If no, why not? Unexpected collection system improvement / upgrade
 If yes, answer the following two questions:
 Which FY was the project first proposed?
 Which FY was the project first planned?

APPROXIMATE COST:	\$73,700.00	COST IN CAPITAL FORECAST:	
CONTINGENCY (10%):	\$7,370.00		
	\$81,070.00	← TOTAL	REQUEST → \$81,000.00

SOURCE OF FUNDS:

CAPITAL BOND <input type="checkbox"/>	GEN'L FUND <input type="checkbox"/>
CNR <input type="checkbox"/>	GRANT <input type="checkbox"/>
STATE <input type="checkbox"/>	OTHER <input checked="" type="checkbox"/>

OTHER, DESCRIBE: Sewer Reserve Fund

PAYBACK PERIOD:

PROJECTED START DATE: November 2021 EST. COMPLETION DATE: February 2022

ESTIMATED USEFUL LIFE: 75 years

Is this project part of a larger capital project? Yes – this will lead to Sewer Construction contract #72 The Upgrade of Pump Station #3 and associated Force Main, Original Force Main was Designed & Installed in 1959,

Has an RFP been issued? YES NO

Have bids been received? YES NO Number of bids received: 4

Was the lowest bid the winner? YES NO If not, why? _____

Who will benefit from the project? Residents within the associated sewer-shed

[Empty box]

Is it a replacement? YES NO

If yes, describe condition of what is to be replaced: _____

Pictures attached? YES NO


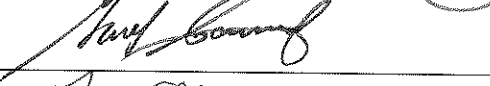

What other approvals/reviews are necessary to begin this project? RTM, BOS

FINANCE

This section to be completed by the Finance Director.

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:
IF APPROVED:
IF NOT APPROVED:

REVIEW/SIGN-OFF

DEPARTMENT HEAD		DATE: 10-5-2021
FINANCE DIRECTOR		DATE: 10-8-2021
FIRST SELECTMAN		DATE: 10/12/2021



WESTPORT, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS
TOWN HALL, 110 MYRTLE AVE.
WESTPORT, CONNECTICUT 06880
(203) 341 1120

October 18, 2021

Mr. James S. Marpe
First Selectman
Town Hall
Westport, CT 06880

Re: Request for Appropriation along with bond and note authorization to the Municipal Improvement fund, for the Construction and Construction Engineering expenses for replacement of the Bayberry Lane Bridge over the Aspetuck River

Dear Mr. Marpe,

This office herein requests an appropriation along with bond and note authorization to the Municipal Improvement fund, in the amount of **\$2,395,000** for funding of the Construction and Construction Engineering expenses for replacement of the Bayberry Lane Bridge, (Bridge #04969), over the Aspetuck River. The work will be a complete replacement of the bridge deck and abutments.

This project is being administered in partnership with the Connecticut Department of Transportation, (ConnDOT) under their Federal Local Bridge Program. Under the program ConnDOT pays for 80% of the Construction and Construction Engineering costs, leaving 20% to be paid by the Town of Westport. The anticipated final cost to the Town using the above figure would therefore be \$479,000. In the 5-year capital forecast we carried a figure of \$500,000 for the Town Share of this project.

Attached is a summary of costs based on the Construction Engineering Estimate and the Engineer's Opinion of Probable Cost.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich", is written over a horizontal line.

Peter A. Ratkiewich, P.E
Director of Public Works

cc: Gary Conrad, Finance Director
G:\Pw_off\PAR\APPRQST\BayberryLnBrgCON.doc

**Summary of Construction Costs for replacement of the Bayberry Lane Bridge over
Aspetuck River**

Construction costs, (See attached detailed estimate)	\$	1,903,494.95
Construction Engineering, (See attached breakdown)		\$273,600
	TOTAL \$	2,177,094.95
10% contingency	\$	217,709.50
	GRAND TOTAL \$	2,394,804.45
	SAY \$	2,395,000.00

Peter Ratkewich, P.E
Director of Public Works

SPN: 0158-0216
BRIDGE NO.: 04969

Westport

Bayberry Lane # 2 over Aspetuck River
FEDERAL LOCAL BRIDGE PROGRAM
CONSTRUCTION INSPECTION MAN-HOURS

CLASSIFICATIONS:	CONSTRUCTION COORDINATOR	CHIEF INSPECTOR	INSPECTOR	LAND SURVEYOR	SURVEY RODMAN	CLERICAL	TOTAL
TASKS:							
Pre-construction Meeting	4	8	-	-	-	-	12
Review Contract Documents	12	40	-	-	-	-	52
Inspection	-	1351	-	-	-	-	1351
Technical Support	129	-	-	-	-	-	129
Project Close-out	8	176	-	-	-	-	184
Overtime	-	65	-	-	-	-	65
Field Survey	-	-	-	40	40	-	80
As-Built Plans	-	40	-	-	-	-	40
(a) TOTAL HOURS	153	1680	-	40	40	-	1913
(b) HOURLY RATE	\$ 70.56	\$ 50.47	\$ -	\$ 44.14	\$ 28.33	\$ -	-
(c) DIRECT SALARY COST = (a) x (b)	\$ 10,795.68	\$ 84,789.60	\$ -	\$ 1,765.60	\$ 1,133.00	\$ -	\$ 98,483.88
(d) INDIRECT COST = (c) TOTAL x FIELD BFO RATE							
(e) PROFIT = 20.45% of (c) TOTAL							
(f) DIRECT COST ITEMS							
(g) SUBTOTAL = (c) TOTAL + (d) + (e) + (f)							
(h) EXTRA WORK = 10% of (g)							
MAXIMUM FEE = (g) + (h)							
SAY							
\$ 248,700.00							
\$ 24,900.00							
\$ 273,600.00							

n = 225 Days
X = 1286 Hours
123.67% Field BFO Rate

Direct Cost Items	Amount
1 Mileage	\$ 1,100.00
2 Mailings	\$ 90.00
3 Reproduction	\$ 160.00
4 Material Testing	\$ 7,000.00
5	\$ -
6	\$ -
7	\$ -
8	\$ -
9	\$ -
10	\$ -
Total	\$ 8,350.00

Estimate 0158-0216 SFD

Estimated Cost:\$1,812,852.33

Contingency: 5.00%

Estimated Total: \$1,903,494.95

Replacement Of Bridge No. 04969
Bayberry Lane #2 Over Aspetuck River

Base Date: 01/20/21

Spec Year: 11

Unit System: E

Work Type: GENERAL CONSTRUCTION

Highway Type: LOCAL USE - Local

Urban/Rural Type: Urban

Season: SPRING 3/21 - 6/20

County: WESTPORT

Latitude of Midpoint: 411112

Longitude of Midpoint: 732034

District: 3

Federal Project Number:

State Project Number: 0158-0216

Prepared by M. GREER on 09/28/20

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extended Amount</u>
<u>Description</u>					
<u>Supplemental Description</u>					
Group 0000: Contract Items					
0005	0201001	1.000	LS	\$31,644.00580	\$31,644.01
	CLEARING AND GRUBBING				
0006	0202000	580.000	c.y.	\$32.63487	\$18,928.22
	Earth Excavation				
0007	0202100	25.000	c.y.	\$83.98964	\$2,099.74
	Rock Excavation				
0008	0202216	35.000	c.y.	\$35.00000	\$1,225.00
	EXCAVATION AND REUSE OF EXISTING CHANNEL BOTTOM MATERIAL				
	** See Special Provisions **				
0009	0202217	1.000	est.	\$1,500.00000	\$1,500.00
	SUPPLEMENTAL STREAMBED CHANNEL MATERIAL				
	** See Special Provisions **				
0010	0202454	2.000	ea.	\$1,500.00000	\$3,000.00
	SPECIAL TEST PIT - WATER MAIN				
	** See Special Provisions **				
0011	0520041	139.000	l.f.	\$110.00000	\$15,290.00
	PREFORMED JOINT SEAL				
0012	0202529	85.000	l.f.	\$6.86249	\$583.31
	CUT BITUMINOUS CONCRETE PAVEMENT				
0013	0203202	259.000	c.y.	\$42.50214	\$11,008.05
	STRUCTURE EXCAVATION-EARTH (EXCLUDING COFFERDAM AND DEWATERING)				
0014	0204001	233.000	l.f.	\$175.33657	\$40,853.42
	COFFERDAM AND DEWATERING				
0015	0204151	1.000	LS	\$30,000.00000	\$30,000.00
	HANDLING WATER				
	** See Special Provisions **				
0016	0209001	830.000	s.y.	\$6.17908	\$5,128.64
	FORMATION OF SUBGRADE				
0017	0212000	285.000	c.y.	\$65.21038	\$18,584.96
	Subbase				
0018	0213100	35.000	c.y.	\$32.33333	\$1,131.67
	Granular Fill				
0019	0214100	24.000	c.y.	\$70.04743	\$1,681.14
	Compacted Granular Fill				
0020	0216000	150.000	c.y.	\$61.23559	\$9,185.34
	Pervious Structure Backfill				
0021	0219001	800.000	l.f.	\$4.80925	\$3,847.40
	SEDIMENTATION CONTROL SYSTEM				
0022	0305000	30.000	ton	\$64.31226	\$1,929.37
	PROCESSED AGGREGATE				
0023	0406170	170.000	ton	\$201.15246	\$34,195.92
	HMA S1				
0024	0406171	220.000	ton	\$181.71218	\$39,976.68
	HMA S0.5				

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extended Amount</u>
<u>Description</u>					
<u>Supplemental Description</u>					
0025	0406173 HMA S0.25	17.000	ton	\$179.13202	\$3,045.24
0026	0406236 MATERIAL FOR TACK COAT	90.000	gal	\$36.66667	\$3,300.00
0027	0406311 SAWING AND SEALING JOINTS IN BITUMINOUS CONCRETE OVERLAY ** See Special Provisions **	58.000	l.f.	\$21.66667	\$1,256.67
0028	0409001 FINE MILLING OF BITUMINOUS CONCRETE (0" TO 4")	120.000	s.y.	\$12.13133	\$1,455.76
0029	0503001 REMOVAL OF SUPERSTRUCTURE	1.000	LS	\$40,000.00000	\$40,000.00
0030	0514102 PRESTRESSED CHANNEL SECTIONS ** See Special Provisions **	104.000	l.f.	\$375.00000	\$39,000.00
0031	0514205 PRESTRESSED DECK UNITS (3'-0" X 2'-3") ** See Special Provisions **	104.000	l.f.	\$318.00000	\$33,072.00
0032	0514212 PRESTRESSED DECK UNITS (4'-0" X 2'-3") ** See Special Provisions **	207.000	l.f.	\$325.00000	\$67,275.00
0033	0520036 ASPHALTIC PLUG EXPANSION JOINT SYSTEM ** See Special Provisions **	24.000	c.f.	\$480.09305	\$11,522.23
0034	0521026 PLAIN ELASTOMERIC BEARINGS	32.000	ea.	\$175.00000	\$5,600.00
0035	0601064 ABUTMENT AND WALL CONCRETE	73.000	c.y.	\$2,033.33333	\$148,433.33
0036	0601088 CONCRETE FORM LINERS ** See Special Provisions **	151.000	s.f.	\$39.08377	\$5,901.65
0037	0601118 BRIDGE DECK CONCRETE	53.000	c.y.	\$2,283.33333	\$121,016.67
0038	0601121 PARAPET CONCRETE	96.000	l.f.	\$436.33333	\$41,888.00
0039	0601123 APPROACH SLAB CONCRETE	46.000	c.y.	\$438.00000	\$20,148.00
0040	0602030 DEFORMED STEEL BARS - GALVANIZED	32,974.000	lb.	\$3.06946	\$101,212.37
0041	0702101 FURNISHING STEEL PILES	44,226.000	lb.	\$0.80000	\$35,380.80
0042	0702111 DRIVING STEEL PILES	378.000	l.f.	\$40.00000	\$15,120.00
0043	0702120 POINT REINFORCEMENT FOR STEEL PILES	12.000	ea.	\$130.22123	\$1,562.65
0044	0702291 TEST PILE (STEEL HP 14 X 117 - 30' LONG)	2.000	ea.	\$8,000.00000	\$16,000.00
0045	0702797 DYNAMIC PILE DRIVING ANALYSIS (P.D.A.) TEST	2.000	ea.	\$6,433.33333	\$12,866.67
0046	0702929 DRILL ROCK SOCKET FOR PILE FOUNDATIONS	60.000	l.f.	\$3,000.00000	\$180,000.00

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extended Amount</u>
<u>Description</u>					
<u>Supplemental Description</u>					
0047	0703012 MODIFIED RIPRAP	70.000	c.y.	\$89.24665	\$6,247.27
0048	0707009 MEMBRANE WATERPROOFING (COLD LIQUID ELASTOMERIC) ** See Special Provisions **	269.000	s.y.	\$74.94133	\$20,159.22
0049	0708001 DAMP PROOFING	91.000	s.y.	\$17.44514	\$1,587.51
0050	0755014 GEOTEXTILE (SEPARATION - HIGH SURVIVABILITY)	190.000	s.y.	\$5.18038	\$984.27
0051	0803000 Paved Ditch	20.000	s.y.	\$78.28293	\$1,565.66
0052	0819002 PENETRATING SEALER PROTECTIVE COMPOUND ** See Special Provisions **	60.000	s.y.	\$28.04609	\$1,682.77
0055	0904051 3 TUBE CURB MOUNTED BRIDGE RAIL ** See Special Provisions **	91.000	l.f.	\$480.00000	\$43,680.00
0056	0910615 6" X 6" BOX BEAM GUIDE RAIL ** See Special Provisions **	200.000	l.f.	\$108.33000	\$21,666.00
0057	0910620 CONCRETE BARRIER TO BOX BEAM RAIL ATTACHMENT ** See Special Provisions **	4.000	ea.	\$6,200.00000	\$24,800.00
0058	0910621 6" X 6" BOX BEAM GUIDE RAIL END ASSEMBLY TYPE IIA ** See Special Provisions **	4.000	ea.	\$1,411.00000	\$5,644.00
0061	0922501 BITUMINOUS CONCRETE DRIVEWAY	85.000	s.y.	\$80.61393	\$6,852.18
0062	0939001 SWEEPING FOR DUST CONTROL	160.000	hr	\$46.78407	\$7,485.45
0063	0943001 WATER FOR DUST CONTROL	50.000	m.ga	\$9.84564	\$492.28
0064	0944000 Furnishing And Placing Topsoil	510.000	s.y.	\$13.36758	\$6,817.47
0065	0950019 TURF ESTABLISHMENT - LAWN ** See Special Provisions **	510.000	s.y.	\$2.99836	\$1,529.16
0066	0950039 EROSION CONTROL MATTING TYPE D	80.000	s.y.	\$4.75528	\$380.42
0067	0969060 CONSTRUCTION FIELD OFFICE, SMALL ** See Special Provisions **	8.000	mo.	\$2,572.96337	\$20,583.71
0068	0970006 TRAFFIC PERSON (MUNICIPAL POLICE OFFICER) (ESTIMATED COST)	1.000	est.	\$18,000.00000	\$18,000.00
0069	0970007 TRAFFIC PERSON (UNIFORMED FLAGGER)	160.000	hr	\$32.40776	\$5,185.24
0070	0971001 MAINTENANCE AND PROTECTION OF TRAFFIC ** See Special Provisions **	1.000	LS	\$63,288.01160	\$63,288.01
0071	0974001 REMOVAL OF EXISTING MASONRY	49.000	c.y.	\$114.44444	\$5,607.78
0072	0975004	1.000	LS	\$110,754.02030	\$110,754.02

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extended Amount</u>
MOBILIZATION AND PROJECT CLOSEOUT					
0073	0976002	2,050.000	day	\$0.99220	\$2,034.01
	BARRICADE WARNING LIGHTS - HIGH INTENSITY				
0074	0978002	35.000	ea.	\$65.62593	\$2,296.91
	TRAFFIC DRUM				
0075	0979003	6.000	ea.	\$120.66472	\$723.99
	CONSTRUCTION BARRICADE TYPE III				
0077	0980020	1.000	LS	\$15,822.00290	\$15,822.00
	CONSTRUCTION SURVEYING				
0078	1206013	1.000	LS	\$3,500.00000	\$3,500.00
	REMOVAL OF EXISTING SIGNING				
0079	1208931	21.000	s.f.	\$64.55063	\$1,355.56
	SIGN FACE - SHEET ALUMINUM (TYPE IX RETROREFLECTIVE SHEETING)				
0080	1210102	850.000	l.f.	\$0.68508	\$582.32
	4" YELLOW EPOXY RESIN PAVEMENT MARKINGS				
0081	1220027	303.000	s.f.	\$23.44149	\$7,102.77
	CONSTRUCTION SIGNS				
0082	1300007	60.000	c.y.	\$30.00000	\$1,800.00
	EXCAVATION AND DISPOSAL OF UNSUITABLE MATERIAL (WATER MAIN) ** See Special Provisions **				
0083	1300015	10.000	c.y.	\$275.00000	\$2,750.00
	ROCK-IN-TRENCH EXCAVATION 0'-10' DEEP (WATER MAIN) ** See Special Provisions **				
0084	1300151	30.000	c.y.	\$75.00000	\$2,250.00
	ADDITIONAL BACKFILL MATERIAL (WATER MAIN) ** See Special Provisions **				
0085	1301654	1.000	LS	\$25,000.00000	\$25,000.00
	12" DUCTILE IRON PIPE INSTALLED ON BRIDGE(WATER MAIN) ** See Special Provisions **				
0086	1301805	120.000	l.f.	\$125.00000	\$15,000.00
	INSTALL 12" WATER MAIN AND APPURTENANCES ** See Special Provisions **				
0087	1301861	1.000	LS	\$35,000.00000	\$35,000.00
	FURNISH DUCTILE IRON PIPE, VALVES AND MISCELLANEOUS FITTINGS(WATER MAIN) ** See Special Provisions **				
0088	1301900	2.000	ea.	\$1,600.00000	\$3,200.00
	HYDROSTATIC PRESSURE TEST ** See Special Provisions **				
0089	1301904	1.000	LS	\$30,000.00000	\$30,000.00
	TEMPORARY BY-PASS ** See Special Provisions **				
0090	1302051	8.000	ea.	\$280.00000	\$2,240.00
	RESET VALVE BOX (WATER MAIN) ** See Special Provisions **				
0091	1302124	2.000	ea.	\$5,000.00000	\$10,000.00
	12" INSERTION VALVE (WATER MAIN) ** See Special Provisions **				
0092	1302139	2.000	ea.	\$2,500.00000	\$5,000.00
	CUT AND CAP (WATER MAIN) ** See Special Provisions **				
0093	1302217	2.000	ea.	\$5,000.00000	\$10,000.00
	12" X 12" TAPPING SLEEVE + VALVE ** See Special Provisions **				
0094	1302901	5.000	ea.	\$2,200.00000	\$11,000.00
	AIR RELIEF VALVE (WATER MAIN) ** See Special Provisions **				

<u>Line #</u>	<u>Item Number</u>	<u>Quantity</u>	<u>Units</u>	<u>Unit Price</u>	<u>Extended Amount</u>
0095	1304059	50.000	s.y.	\$150.00000	\$7,500.00
	PERMANENT PAVEMENT REPLACEMENT (WATER MAIN)				
	** See Special Provisions **				
0096	1304060	120.000	s.y.	\$75.00000	\$9,000.00
	TEMPORARY PAVEMENT REPAIRS (WATER MAIN)				
	** See Special Provisions **				
0097	1304111	15.000	c.y.	\$523.49611	\$7,852.44
	CLASS "C" CONCRETE (WATER MAIN)				
	** See Special Provisions **				
0098	1504010	1.000	LS	\$50,000.00000	\$50,000.00
	TEMPORARY SUPPORT OF UTILITIES				
	** See Special Provisions **				

Total for Group 0000:\$1,812,852.33

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 10/18/2021

PROJECT NAME AND DESCRIPTION
Construction and Construction Inspection of the Bayberry Lane Bridge over the Aspetuck River

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO

If no, why not?
If yes, answer the following two questions:
Which FY was the project first proposed? 2017
Which FY was the project first planned? 2000

APPROXIMATE COST:	\$2,177,094.95	COST IN CAPITAL FORECAST:	\$2,700,000
CONTINGENCY (10%):	\$ 217,709.50		
	\$2,394,804.45	←TOTAL	REQUEST→ \$2,395,000

SOURCE OF FUNDS:

CAPITAL BOND <input checked="" type="checkbox"/>	GEN'L FUND <input type="checkbox"/>
CNR <input type="checkbox"/>	GRANT <input type="checkbox"/>
STATE <input type="checkbox"/>	OTHER <input type="checkbox"/>

OTHER, DESCRIBE: Federal Local Bridge funding will reimburse 80% of the cost of this project

PAYBACK PERIOD: N/A

PROJECTED START DATE: April 1 2022 EST. COMPLETION DATE: Dec. 1, 2022
ESTIMATED USEFUL LIFE: 75 years

Is this project part of a larger capital project? No

Has an RFP been issued? YES NO This project will be bid shortly with the intent that the bids come in just before the RTM meeting

Have bids been received? YES NO Number of bids received: Bids to come in Late December

Was the lowest bid the winner? YES NO If not, why? Bids to come in Late December

Who will benefit from the project? All residents of Westport who traverse Bayberry Lane

[Empty box]

Is it a replacement? YES NO

If yes, describe condition of what is to be replaced: The existing bridge is down to one lane due to severe deterioration of the outer bridge beams

Pictures attached? YES NO

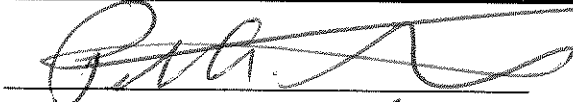
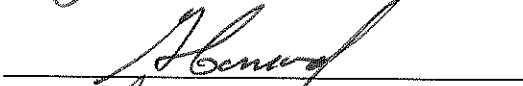
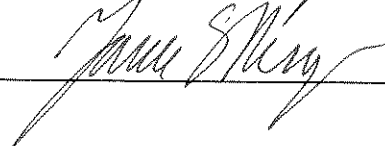
What other approvals/reviews are necessary to begin this project?
RTM, BOS, ConnDOT

FINANCE

This section to be completed by the Finance Director.

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:
IF APPROVED:
IF NOT APPROVED:

REVIEW/SIGN-OFF

DEPARTMENT HEAD		DATE: 10-10-2021
FINANCE DIRECTOR		DATE: 10/24/2021
FIRST SELECTMAN		DATE: 10/18/2021