



WESTPORT CONNECTICUT

BOARD OF FINANCE

NOTICE OF EXECUTIVE SESSION

The Board of Finance anticipates voting to go into Executive Session on **Wednesday, September 11, 2013 at 7:30 P.M.** in Room 307 of Town Hall to discuss Richard Frazier's pending Heart and Hypertension claim. No action will be taken.

NOTICE OF PUBLIC HEARING

The Board of Finance will hold its Public Hearing on **Wednesday, September 11, 2013 at 8:00 p.m.** in the Auditorium of Town Hall. The following item(s), and any others properly presented before the Board, will be considered:

AGENDA

DISCUSSION/REVIEW

1. Financial Report from the Finance Director.
2. Status Update from the Internal Auditor.
3. Update on the Longshore golf course management contract.

APPROPRIATIONS IN THE 2013-2014 BUDGET

4. A request by the Westport Historic District Commission for an appropriation of \$45,000 to the Historic District Fees & Services Account#10101181-531000 for the purpose of accepting funding in the amount up to \$50,000 from the CT Trust for Historic Preservation 2013 VCI grant program.
5. A request by the Westport Historic District Commission for an appropriation of \$76,400 to the Historic District Fees & Services Account#10101181-531000 for the purpose of restoring the Minute Man Monument site.
6. A request by the Assistant Director of the Library for an appropriation of \$80,806 to the Library Account#10107750-586000 for funding of recent union #1301-157 & #1301-418 settlements. Budgeted \$90,000 in the 2013-14 mill rate calculation.
7. A request by the Director of Public Works for an appropriation of \$116,610 to the following Storm Sandy Accounts for three repair projects due to Storm Sandy:
 - a) \$78,790-Hillspoint Road Revetment Repairs Account#31503310-500130-10001
 - b) \$23,280-Beachside Avenue Revetment Repairs Account#31503310-500131-10001
 - c) \$14,540-ER Straight Marina Wall & Rip Rap Repairs Account#31503310-500132-10001

The work has already been approved by FEMA and as such the work is 75% reimbursable.

APPROVAL OF MINUTES

8. Approve the Board of Finance Minutes of the August 7, 2013 regular meeting.

ITEM #4



Westport Historic District Commission

Town Hall

Westport, Conn. 06880

August 26, 2013

Honorable Gordon F. Joseloff
First Selectman
Town of Westport
Westport, CT 06880

RECEIVED

AUG 27 2013

**TOWN OF WESTPORT
SELECTMAN'S OFFICE**

Dear Mr. Joseloff:

The Westport Historic District Commission respectfully requests to be placed on the Board of Finance agenda for an appropriation of \$45,000 to Account No. 10101181-531000, Fees & Services, for the purpose of accepting funding in the amount of up to \$50,000 from the CT Trust for Historic Preservation 2013 VCI grant program.

By accepting this grant award, the HDC expects to create a steering committee to collaborate with an historic preservation architect/planning consultant. Their mission will be to identify and investigate measures to protect those historic features of the town center that are important to defining its character. As a means for accomplishing this, the team will study the creation of a Village District Zone in Westport Center.

The Town of Westport will receive \$5,000 from the CT Trust after it receives signed agreement from the town to accept the award and comply with its conditions. At the completion of the project, the town will receive full reimbursement of the interim appropriation for consulting fees and services in the amount of \$45,000.

HDC Chair Francis Henkels, Town Curator Kathie Bennewitz, and CLG Coordinator/HDC Staff Administrator Carol Leahy will attend the meeting to answer any questions.

Thank you in advance for your consideration of this request.

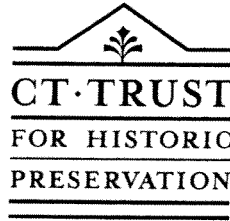
Sincerely,

Francis H. Henkels
Chair, Historic District Commission

Approved for submission to the
Board of Finance (9/11/13)

FHH:cl
Attachments

Gordon F. Joseloff
First Selectman



RECEIVED

AUG 12 2013

HISTORIC DISTRICT
COMMISSION

August 6, 2013

Carol Leahy
CLG Coordinator/HDC Administrator
City of Westport
Town Hall, Room 102
110 Myrtle Avenue
Westport, CT 06880

Subject: Vibrant Communities Initiative Grant (VCI)
Connecticut Trust for Historic Preservation (CTHP)
Westport, VCI-13-05


Dear Ms. Leahy:

We are pleased to inform you that the Town of Westport has been awarded up to \$50,000 in funding from the CTHP's 2013 VCI grant program. With VCI you will be forming a partnership between government leaders, property owners, business leaders and the Downtown 2020 Committee to facilitate a master plan for downtown. More specifically, you will seek to implement a Village District Zone in Westport Center.

Please return the attached Grant Agreement (Exhibit A) and formally bid out for your consultant team by **October 6, 2013**. Brad Schide, Circuit Rider for the CTHP, will be calling you to set up a meeting to assist in developing a specific scope of work to hire necessary consultants for your project. Failure to meet this deadline may result in forfeiture of the grant. CTHP has awarded an alternate in case this occurs.

Again, congratulations on your selection. We look forward to being a part of assisting you in planning efforts in Westport Center. Brad Schide can be reached at 860-463-0193.

Sincerely,


Helen Higgins
Executive Director



RECEIVED
AUG 12 2013
HISTORIC DISTRICT
COMMISSION

August 6, 2013

Carol Leahy
CLG Coordinator/HDC Administrator
City of Westport
Town Hall, Room 102
110 Myrtle Avenue
Westport, CT 06880

Subject: Vibrant Communities Initiative Grant (VCI)
Connecticut Trust for Historic Preservation (CTHP)
Westport, VCI-13-05

Dear Ms. Leahy:

We are pleased to inform you that the Town of Westport has been awarded up to \$50,000 in funding from the CTHP's 2013 VCI grant program. With VCI you will be forming a partnership between government leaders, property owners, business leaders and the Downtown 2020 Committee to facilitate a master plan for downtown. More specifically, you will seek to implement a Village District Zone in Westport Center.

The Vibrant Communities Initiative is a collaborative historic preservation technical assistance program of the Connecticut Trust for Historic Preservation with funding from the State Historic Preservation Office, Department of Community & Economic Development, with funds from the Community Investment Act of the State of Connecticut.

If you accept this grant you must conduct your project in conformance with the following conditions:

1. *Budget Adjustments:* Adjustments to the budgeted expenditures submitted with your application exceeding an aggregate of \$500 require prior written approval of the executive director of the Connecticut Trust.
2. *Limitations to use of grant funds:* Grant funds may be obligated only during the period of the grant: which is August 6, 2013 through August 6, 2014. Any outstanding obligations are to be liquidated within thirty days of the end of the grant period. Any grant funds remaining thereafter shall be returned to the Connecticut Trust thirty days after the end of the grant period.
3. *Final Evaluation:* The grantee agrees to submit a final financial report and a narrative report stating the results and accomplishments of the project. Both reports are due no

more than thirty days after the grant period has ended. The grant period August 6, 2014; Final Reports are due by September 6, 2014.

4. *Publicity:* The grantee agrees to include in all publicity about the project the statement that the project was -funded by a grant from the Connecticut Trust for Historic Preservation.
5. *Equal Opportunity:* The grantee agrees not to discriminate in the providing of services against any person because of race, sex, color, age, national origin or disability.
6. *Indemnification:* The grantee hereby agrees to indemnify and hold harmless the Connecticut Trust, its officers, trustees and employees from and against any claims, demands, actions, liabilities, losses, and expenses, including attorney's fees, arising out of or in connection with the performance of the grantee's project described in the application and this letter.
7. *Return of Funds:* The grantee shall return all grant funds to the Connecticut Trust with interest at the rate of 8% from the time of the advance of funds, if the grantee fails to: a) complete the project within the time period agreed to, amended if necessary by written consent from the executive director of the Connecticut Trust; b) complete the project as described; or c) submit the final financial and narrative reports within thirty days of the project end date. If legal action is necessary to enforce this agreement, the prevailing party is entitled to reasonable attorney fees and costs.
8. *Digital Documentation:* The grantee shall provide to the Connecticut Trust a digital picture or jpeg of the final project, if applicable.

We will send \$5,000 of your grant funds upon receipt of this signed agreement. **Please include as an attachment to this contract a copy of the formal bid request for the consultant team or a copy of the executed contract between the town and the consultant.** Please forward a copy of the executed consultant contract to the Connecticut Trust as soon as it is signed. We will send the remaining balance upon receipt and approval of the final report.

Please sign and return the original of this letter by October 6, 2013 with attachments as your acceptance of this agreement. By doing so you acknowledge that these grant funds will be used solely for the purposes described in the grant application and are subject to the conditions contained in this letter of agreement. The enclosed copy is for your records.

Sincerely,


Helen Higgins
Executive Director

Grantee Signature

Date

Print Name

Title

ITEM
#5



Westport Historic District Commission

Town Hall

Westport, Conn. 06880

August 27, 2013

Honorable Gordon F. Joseloff
First Selectman
Town of Westport
Westport, CT 06880

RECEIVED
AUG 27 2013
TOWN OF WESTPORT
SELECTMAN'S OFFICE

Dear Mr. Joseloff:

The Westport Historic District Commission respectfully requests to be placed on the Board of Finance agenda for an appropriation of \$76,400 to Account No. 10101181-531000, Fees & Services, for the purpose of restoring the Minute Man Monument site. The town will be reimbursed by the state at the completion of the project in the matching amount of \$38,200.

The HDC has received a treatment plan proposal from Conservator Francis Miller with a preliminary projected cost of \$76,400 (see attached). The project includes restoration work by individual contractors on the bronze statue, the rubble stone pedestal, the bronze plaque, the fencing, the stone masonry wall supporting the fencing, and the grounds upon which they are set.

This grant application requires approval by the Board of Selectmen and funding by the Board of Finance prior to submitting the grant request to the Department of Economic and Community Development, State Historic Preservation Office.

HDC Chair Francis Henkels, Town Curator and member of the Westport Arts Advisory Committee Kathie Bennowitz, and CLG Coordinator/HDC Staff Administrator Carol Leahy will attend the meeting to answer any questions.

Thank you in advance for your consideration of this request.

Sincerely,

Francis H. Henkels
Chair, Historic District Commission

Approved for submission to the
Board of Finance (9/11/13)

Gordon F. Joseloff
First Selectman

FHH:cl
Attachments



Westport Historic District Commission

Town Hall

Westport, Conn. 06880

RECEIVED
SEP - 3 2013
TOWN OF WESTPORT
SELECTMAN'S OFFICE

TO: Avi Kaner, Board of Finance Chair
Members of the Board of Finance

FROM: Francis Henkels, Historic District Commission (HDC) Chair
Kathie Bennewitz, Town Curator, Westport Arts Advisory Committee
(WAAC) Member

DATE: September 3, 2013

RE: Appropriation Request for Restoration of Minute Man Monument Site

In preparation for the Board of Finance September 11, 2013 public hearing and the request by the HDC and the WAAC for approval of an appropriation for funding the restoration of the Minute Man Monument site, we are providing you with some additional background information. Our purpose is to inform you prior to the meeting about the extensive research that has been done on the history of the monument and the skilled professional care necessary in fulfilling our community responsibility to maintain this important monument with local, state, and national significance.

At its September 3, 2013 public hearing, the RTM will conduct its second reading of the proposed amendment to the Code of Ordinances to designate the property as a local historic landmark property. The Minute Man Monument Study Report is available on the town website at <http://www.westportct.gov/modules/showdocument.aspx?documentid=5468> and the dedication brochure at <http://www.westportct.gov/modules/showdocument.aspx?documentid=5470>. These findings contribute new scholarship and documentation on the monument's complete site and significance.

The Minute Man Monument (1909-10) holds a unique place in the history of the Town of Westport. The State of Connecticut, Connecticut Sons of the American Revolution and private citizens funded the project, first launched in 1903, to "commemorate the heroism of the Patriots who defended their country when the British invaded this State April 25, 1777." As stated in The Minute Man dedication brochure, when the monument was gifted to the town on June 17, 1910:

And now sir, to you as first selectman of the Town of Westport, we commend the care of this monument... Westport should always cherish among their brightest possession, this spot, and the monument which we have erected to commemorate the noble deeds enacted here.

The conclusion in both the study report and the treatment plan underscores the fact that although the statue has been maintained over the years, other important components of the overall monument such as the surrounding fence and stone wall and the earthen mound have deteriorated significantly and need to be restored.

While we are seeking matching funds through the Certified Local Government Historic Restoration Fund, the award of these funds comes with conditions from the state. We hope we will have the opportunity to discuss the advantages of full funding from the town as an alternative approach with you. If private funding is available, we would suggest these funds be set aside for the future care and maintenance of the site.

cc: Gordon F. Joseloff, First Selectman

**MINUTE MAN MONUMENT
ASSESSMENT AND TREATMENT GUIDELINES
WESTPORT, CONNECTICUT**



Submitted To: Carol Leahy
CLG Coordinator/HDC Staff Administrator
Historic District Commission
Town Hall, Room 108
Westport, CT 06880
Tel: 203.341.1184
Fax: 203.454.6195
cleahy@westportct.gov

Submitted By: ConservArt LLC
Francis Miller, Conservator
19 Lansdowne Avenue,
Hamden, CT 06517
Office: 203-248-2530
Cell: 203-506-6846

Date: August 19, 2013

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SEP 03 2013

HISTORIC DISTRICT
COMMISSION

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

MONUMENT

Title: *Minute Man Monument*
Artist: H. Daniel Webster
Foundry: Tiffany Studios
Date: 1910
Materials: Sculpture: Bronze
Plaque: Bronze
Base: Fieldstone, Cement
Fence: Wrought Iron and Fieldstone Wall
Location: Compo Road, Westport

DESCRIPTION

From Smithsonian Institution Research Information, Art Inventories Catalog, Control Number 77006731 (a copy is attached to end of the report).

A young minuteman man in colonial knee breeches and tunic kneels on his proper right leg with his arms gripping a musket raised and balanced on his raised proper left knee. A powder horn is slung across his proper right shoulder. He is facing towards Danbury, on guard should the British decide to march again on Westport. The sculpture has been painted a pale green color to imitate copper oxidation. The base is comprised of mortared fieldstones.

(On bronze base alongside proper right leg:) copyright 1910/BY H. DANIEL WEBSTER (On bronze base below proper left foot:) cast by Tiffany Studios April 1910 signed Founder's mark appears.

The bronze figure kneels on a bronze self-base. The entire sculpture rests on a fieldstone base atop an earth mound. The earth mound, in turn, rises from a circular fieldstone wall that delineates the perimeter of the monument in the surrounding traffic circle. A contemporary painted steel fence rests approximately 2' inside the stone wall. The original iron fence is currently in storage. The fence is a rail and picket design made of simple bar stock. The historic images show the fence mounted on top of the wall, cantilevered outward near the outer edge of the wall.

HISTORIC DOCUMENTATION REVIEW

THE
MINUTE MAN
ARRANGED BY
HENRY C. SHERWOOD
1910

The Minute Man is a dedication booklet that primarily describes the history of the site in 1777 and Connecticut's role in the Revolution. There is a photograph of the monument and an image of the sculpture before installation.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

STUDY REPORT FOR THE PROPOSED
LOCAL LANDMARK PROPERTY DESIGNATION OF
MINUTE MAN MONUMENT AT INTERSECTION OF
COMPO ROAD SOUTH AND COMPO BEACH ROAD
TOWN OF WESTPORT HISTORIC DISTRICT COMMISSION AND
ARTS ADVISORY COMMITTEE STUDY COMMITTEE
Arts Advisory Committee Members: Kathleen Motes Bennowitz and Leslie Green
HDC Members: Francis Henkels, Betsy WACKER AND Grayson Braun
HDC Staff Administrator Carol Leahy
2012

The Study provides a broad overview of the history of the site, the artist, the formation of the monument and the ongoing events important to the monument since the unveiling in 1910. The report also contains useful historic photographs of the sculpture, mound, stone wall and surrounding area.

Of interest, from a preservation perspective, is the mention of the overall design of the wall and mound; to create the desired height and diameter of the mound and wall, the Connecticut Railway and Lighting Company was requested to, and actually performed, relocation of an existing trolley line on the monument's behalf.

The images of the site after the unveiling, prior to the installation of the wrought iron fence, clearly shows the original, fieldstone, circular wall. The wall rises approximately 4 courses high and is comprised of local fieldstone, presumably provided by nearby residents after the request for donations in an article posted in the Westporter-Herald News. The wrought iron fence was installed on top of the stone wall, extending closely to the outer circumference of the stone. Images of the monument during conservation treatment in 1996, and a view of the monument in 2012, show the fence resting to the interior of the stone, with the anchoring of the posts behind the stone altogether.

The early images of the site also show the original grade of the earthen mound and the vegetation on the site. An entry from 1929 mentions the ground cover being grass.

ASSESSMENT

BRONZE

Surface

The protective wax coating has weathered from the back and horizontal surfaces. The surfaces are lightly soiled.

Strap

A section of strap for the figure's powder horn is broken and missing.

Cast Flaw

A small hole can be found in the back of the figure.

Anchors

The self-base has two, open anchor holes, one to the front and one to the back; the bronze anchors are missing. The hollow of the self base appears to be filled with cement. There are no signs of damage to the bronze from the fill at this time.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

IRON FENCE

Fence Circumference

Original Fence Hole Locations: approximately 75' circumference (23' 10" dia.), 52" -53" (direct line to center of existing holes in stone wall) from post to mid-rail supports.

Existing Fence (in storage), Circumference: Approximately 71' 6" (22' 9" dia.)

Fence post offset 2 ½" of gives a diameter of 24' 3" circumference of 76' 2". This dimension is to be verified by contractor.

Components

See attached schedule with dimensions of each existing component giving dimensions and general condition.

Surface Condition

The surfaces have failing paint layers and heavy corrosion causing loss to the surfaces. Despite years of exposure to the elements, the metal, for the most part, is in good condition.

Cracks

Some of the pickets are severely bent and cracked at the area of deformation.

Breaks

The rails and joining plates have numerous breaks.

Losses

The diameter of the fence was reduced at an unknown time. The approximately 5' section of fence removed to reduce the size is lost. Additionally, there are losses to post bottoms, rail supports and the gate latch mechanism.

Previous Repairs

The fence has numerous repairs including welded rail braces, steel mid-rail supports, modification to lengths and distances of posts and reduction of size.

Structural Issues

The anchoring portions of the posts and mid-rail supports have been either lost to corrosion or have been cut.

Other Issues

The iron fence was cut into sections for removal from the original site, presumably due to the damage caused by impact that bent long sections of rail and severely bent and cracked pickets.

STONE

Surface

The field stones are soiled and discolored with paint and ferrous stains from the unprotected iron fence.

Pointing

There are losses and cracks to the pointing mortar in the fieldstone wall and sculpture base. Mortar has been smeared over the top surfaces of some wall capstones.

Cracks and Breaks

Perimeter wall capstones are cracked and some shattered, primarily related to fence anchoring.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

Loss

Approximately five capstones are missing. There may be missing stones from the earth mound.

Grade

The regrading of the roadway for flood control has resulted in raising the surrounding "ground level", burying 2-3 courses of fieldstone in the circular wall; only the top capstone course is visible, which is approximately 8" high. Knowing that the picket heights are 36", the height of the wall in relationship to the fence in historic images give an approximate ratio of 2:3, which translates to 24". Natural erosion to the top of the earth mound has lead to the exposure of the foundation below the large fieldstones at the sculpture base and the over flow of soil onto the circular wall.

SITE INSPECTION

The capstones in the stone wall were inspected and compared to historic images. It was determined that the majority of the top portion of the wall is original and that the stones match those in the images and that the fence support locations also match. Holes, approximately 52" apart, can be found in capstones below the original post locations and mid-rail supports. Some of the holes have sulfur setting and corroding, cut iron posts. Many of the stones that acted as anchoring points are shattered, broken and or are missing.

SITE REVIEW JUNE 13, 2013

Town of Westport Representatives

Stephen Edwards, Director, Department of Public Works

Barry Hammonds, Deputy Town Engineer

Francis Hankels, Chairman, Historic District Commission

Carol Leahy, Staff Administrator, Historic District Commission

Stewart McCarthy, Director, Department of Parks and Recreation

ConservArt LLC Representatives

Francis Miller, Conservator

Grade

The group was informed that the surrounding roads had been regraded as part of a flood control plan and that it was not possible to return the grade to the original design.

Snow Plowing

The issue of snow plowing was raised and the question of whether the fence would be safer if reduced in diameter. The feeling was that the stone wall would be in greater jeopardy of plows if the fence were set back behind the stone wall; the fence would act as a visual guide for the plows and protect the stone if reset in the original location.

Earth Mound

It was agreed that the earth mound should be regraded by leveling the ground level behind the stone wall and adding the soil to the top so that the large rocks below the base are back filled to match historic photos. The ground level behind the wall is not to retain water, but allowed to drain between low points in the stone joints. Grass planting is to be retained, as indicated in historic documents.

Fieldstone Wall

ConservArt LLC recommended leaving the original wall intact and not to raise the structure. Raising the structure would disturb the original elements and could cause a "caged" appearance for the sculpture if the wall and fence were raised approximately 16". It was agreed to leave the wall at the existing height.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

SITE REVIEW JULY 1, 2013

Town of Westport Representatives

Kathleen Motes Bennewitz, Curator, Arts Advisory Committee
Francis Hankels, Chairman, Historic District Commission
Carol Leahy, Staff Administrator, Historic District Commission

ConservArt LLC Representatives

Francis Miller, Conservator

Fieldstone Wall

The site was reviewed again with the Kathleen Motes Bennewitz, Town Curator. In this meeting the issue of the wall as integral to the overall design was readdressed. It was decided that the stone wall should be raised a single course, or approximately 8", to a total height of 16". This compromise would add to the presence of the wall but avoid the possible "caged appearance" of the bronze sculpture in relationship to the fence and wall if the wall were to be raised to the full original height. The original stones on the top course would be removed, numbered, and reset in the original locations on top of the new course.

FENCE IN STORAGE SITE REVIEW JULY 15, 2013

Town of Westport Representatives

Kathleen Motes Bennewitz, Curator, Arts Advisory Committee
Francis Hankels, Chairman, Historic District Commission
Carol Leahy, Staff Administrator, Historic District Commission

ConservArt LLC Representatives

Francis Miller, Conservator
Mike Donovan, Conservation Assistant

Additional Fence

The fence was set upright using wood support stakes to review the condition of the wrought iron once assembled. It was confirmed that the fence diameter had been reduced from the original size and that additional fence would be needed to conform to the historic design.

Fence Repair

It was agreed that an attempt should be made to realign the rails and reviewed by the committee. If the results are not satisfactory, replacement rails should be installed for sections too damaged to repair.

Protective Coating

Two paint options were presented. The first would be to have the metal sand blasted to bright metal and be treated with the addition of blown zinc, followed by an epoxy primer and top coat. The second option would be to use paint strippers, wire brushes and walnut shell blasting to remove paint layers and loose corrosion, followed by corrosion conversion with Tannic Acid, and the application of an Alkyd primer and Alkyd enamel topcoat.

It was observed that the existing surface condition of the ironwork is fairly good given the amount of exposure to the unprotected metal and that it would be in the best interest of the fence to follow the Secretary of the Interior Preservation standards, as represented by the National Park Service and the National Center for Preservation Technology and Training. These standards promote the use of soft abrasives, such as walnut shell and the application of reversible paint systems. More durable systems are available, such as the

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

addition of zinc metal protection layers, and epoxy paints, but ease of retreat ability is questionable and use of these materials does not seem justifiable at this time. Given the likelihood to future damage from autos or piled snow, the ease of retreatability would be best suited for the site.

TREATMENT RECOMMENDATIONS

BRONZE

The bronze is in good condition and other than minor repairs, can be treated as typical cyclic maintenance. It is recommended to replace the missing anchors and the short section of strap at this time.

IRON FENCE

The fence should be treated as an historic object and preserve as much of the original fabric as possible, replacing elements only if structurally necessary and adding fence to match original diameter. The corrosion removal and coating should be sympathetic to the historic original and be retreatable as practical. A new anchor system is required for structural stability and for a slight modification in design: it is recommended to anchor the fence behind the stone to alleviate expansion and contraction pressure, and damage from fence vibration caused by passing vehicles, wind, and pressure from piling snow and vehicles.

EARTH MOUND

The earth mound should be regraded to match historic design.

STONE WALL

Following the committee review, the stone wall should be raised one course, retaining the original stones and replacing those that are missing or too damaged for reuse. Local residents could be solicited again for donation of needed stone.

RECOMMENDED PROCEDURES

BRONZE

Cleaning

Clean the surfaces with a solution of Orvus (approximately 1 tablespoon /3 gallons water) and gently scrub with natural bristle brushes. Repeat as needed to remove soiling. The bronze will be pre-rinsed to remove loose dirt with water and rinsed using 2,500 psi water at a fan tip setting of 25 degrees and a working distance of 18". All water used during the conservation process will be City water filtered with individual 30 micron sediment and activated charcoal filters. The filters will be flushed for approximately 1 minute prior to use.

Fills

Fill holes with lead. Chase flush, matching contour and texture of the sculpture. Use non-chlorinated cold patina to match aged green surface.

Missing Strap

Fashion missing bronze section using bronze bar stock. Present to client for approval. Patinate to match aged green appearance with non-chlorinated patination chemicals. Attach section with bronze pins using existing anchor locations with new threaded bronze pins, chased and finished to match surrounding contour and texture.

Anchor

Using wet diamond core bit, core holes to fit diameter of existing holes in bronze cast. Core to depth of 7". Flush hole with pressurized water and clean hole with vacuum. Fashion bronze rod to fit contour of beveled

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

anchor pattern on bronze sculpture, matching contour and texture of the modeled sculpture. Present pins to client for approval. Patinate to match aged green appearance with non-chlorinated patination chemicals. Set anchor into dry hole with Hilti Hit 150 Epoxy.

Coating

The bronze will receive a protective barrier coating of a high melting point wax. The wax mixture will consist of 20% Polywax 2000 Polyethylene Wax, 10% Petranauba C and 70% Victory Brown Microcrystalline Wax. The bronze will be heated to approximately 170 degrees Fahrenheit using propane torches until the wax melts onto the surface after the removal of the flame. The liquid wax will be spread evenly with natural bristle brushes, removing excess by blotting the with cotton towels. The bronze will be heated a second time and additional wax applied as needed. Examine the sculpture carefully for misses or "holidays" in the recesses and undersides of the bronze, and reapply as appropriate. Allow the bronze to cool overnight and buff to a shine with shoe polishing brushes and lint free cloths.

IRON FENCE

Layout

The fence has been assembled and numbered in the proper sequence. To verify exact conditions and lengths, reassemble sections to determine correct sequence based on distances between posts and mating of cut ends.

Realign Bent Elements

Realign all damaged fence sections by bending rails and pickets to conform to a diameter of 24' 3" (to be confirmed by contractor). Review results with the client for approval. Proceed with all realignment only after approval by client. If desired results are not achieved, replace rails as needed (see IRON FENCE ALTERNATE).

Repairs

After realignment of bent elements, repair breaks and cracks by beveling repair area and filling proud with low carbon wire weld. Grind flush to match. Present weld sample to client for approval prior to proceeding with additional repairs.

Replacement Elements

Replace all missing post braces, picket ends, and mid-rail support posts, failed and severely corroded joining post braces and hardware to match original in dimensions and design using like materials. Remove inappropriate old repairs and replace with like material to match original design.

Fence Diameter and Post Locations

Add new fence to extend fence diameter to the original size of 24' 3" diameter (to be confirmed by contractor). Add additional fence to sections to achieve approximate original fence post spacing of 52" in direct line between fence posts and mid-rail supports, while maintaining the original picket spacing. This may require reducing long sections that had been previously altered for the addition of a post in the original location. Use like materials of same dimension and design. Join with welding as described in Repairs above where appropriate, and with original plate and bolt design at post ends.

Post and Mid-Rail Ends

The bottom portion of each post and mid-rail will be required to have a bent horizontal portion extending inward for the anchoring of the fence. See attached drawing.

Picket Height

Adjust pickets to be uniform in height above and below rails.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

Coating Preparation

Remove all paint and loose corrosion with soft wire brushes and rotary brushes. The goal is to remove scaling, paint and loose corrosion layers, not to bring all surfaces to bright metal. If paint remains bonded to the surface, strip with Peel Away Safe Strip 6, or Smart Strip (Dumond Chemical 800-245-1191) or with methylene chloride based stripper, such as Zip Strip, using least toxic method first. Rinse with pressurized water using 3000-4000 psi with a 15 degree tip and working distance of 6" – 12".

Use ground walnut shell to remove additional corrosion at 40-60 psi. Clean surfaces with 120 psi air and flush with ethanol.

Corrosion Conversion

This process is designed to convert unstable rust into stable metal. Heat to approximately 130° F with propane torches and apply 5% Tannic Acid Solution (JT Baker CAS # 1401-55-4 phone: 855-282-6867). Solution is 5% Tannic Acid to 95% ethanol and water mixture (3% ethanol by volume). Add drops of dilute phosphoric acid until pH is between 2.2 and 2.4. Apply solution with natural fiber chip brushes and keep damp by reapplication evening the surface "puddles" for approximately 30 seconds and then treat adjoining sections. The surfaces will change color from deep blue-brown to black. Allow to dwell for 24 hours and rinse with water and dry with propane torch.

Coating

Kem Bond HS Universal Metal Primer and Pro Industrial Urethane Alkyd Enamel top coat (Sherwin Williams 800-474-3794). Color to be determined by client. Apply primer and top coat following manufacturer's recommended procedures.

Anchor System

New stainless steel anchor system will be designed that is securely anchored into 8" of solid masonry just behind the capstones. The system will consist of 316 stainless steel, and will clamp to the bent, horizontal portion on the bottom of each post and mid-rail support. See attached drawing for details. The stainless steel will be sand blasted to a rough profile and coated with the same paint system as used for the iron.

Installation

Attach posts to new anchor system and bolt sections at posts. Insure gate mechanisms function. Touch-up abrasion with same primer and top coats.

IRON FENCE ALTERNATES

Rail Replacement

If it is not possible to straighten rails to an aesthetically approved arc by the client, replace rails with like material and reuse historic pickets.

STONE WALL

Excavation and Removal

Excavate existing stone wall to a minimum of 6" below capstone course, exposing the second course of stone. Sequentially photograph the wall in approximately 10 linear feet sections, documenting the position of each stone, allowing for an overlap, so that the last stone to the right and left is also present in the adjoining images. Print the images and sequentially number each stone in the images.

Remove the top course by breaking joint mortar with diamond rotary blades and hammer and chisel, carefully maintaining all abrasion and impact within the mortar and not abrading or damaging the stone in any way. As each stone is removed, clean the surfaces of mortar and using permanent marker, number the bottom with the corresponding number in the images. Also indicate the direction of the outer perimeter.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

Store stones in location specified by client. Retain historic mortar from lower masonry as a guide for designing new mortar. Review the excavated and cleaned lower course with client. Identify any loose stones in the lower course to be reset prior to laying additional stone.

Cleaning

Remove paint on capstones with Safe Strip and methylene chloride paint strippers, using least toxic chemicals first. Test for appropriate dwell times. The stone will be pre-rinsed to remove loose dirt with water and rinsed after using 2,500 psi water at a fan tip setting of 25 degrees and a working distance of 18". Remove rust stains with ProSoCo EK Restoration Cleaner and ProSoCo Ferrous Stain Remover (800-255-4255). Follow manufacturers recommended procedures. Prewet stone prior to application and do not allow chemicals to dry on the stone surfaces. Follow rinse procedures above and test surfaces with pH strips to ensure complete removal of chemical residues. Remark numbers on bottom of stones as needed.

New Masonry

Raise the stone wall by one course, approximately 8" high for a total height of 16", using like stone. Maintain level. Preferably, the stone will be collected from local residents. If this is not possible, source matching stone from local suppliers or Connecticut Stone, (203-882-1000). Supply sample range of stone to client for approval prior to use.

Using the retained historic mortar as a reference, match with like sands in color and texture in new mortar mix. Present sample to client for approval. Mortar will be one part Saint Astier Naturally Hydraulic Lime 5, (eminently hydraulic) to 2.5 parts washed, well graded aggregate with Solomon Grind Pigments added to match color. Provide mortar sample to client for approval prior to use.

The existing wall is to be cleaned of all loose debris and damp. Set stone in manor to approximately match historic joint widths. Test holes indicate that the second course of stone may be wider than the capstone; replicate the width of the excavated lower wall. If lower stones are loose, excavate further, remove loose stones, remove all mortar, clean surfaces and reset. Finish pointing to match historic photos. Clean all mortar smears from masonry. Provide a test section, with capstones in place, of approximately linear 3 feet for client approval prior to further work.

All mortar to be kept damp for a period of 5 days following setting using tarps and periodic water misting. Joints to be washed to expose aggregate and all smears removed from stone outside of joint width. Work will occur and have at least 5 days set time with night time lows and daytime highs between 50-85 degrees Fahrenheit.

The surrounding street will be kept clean and clear at all times, cleaning of tools and equipment on road will not be allowed; no mortar smears or stains on asphalt will be permitted.

EARTH MOUND

Provide sample of clean earth to client for approval. Regrade site to match historic photographs. Compact soil at wall to minimize settling; runoff water is not to pool behind wall, but to drain from joint locations. Review grade with client and adjust as requested for final approval. Seed with mix provided by client. Provide cover provided by client to prevent erosion during seed growth.

SITE MAINTENANCE AND CLEANUP

The monument is in the center of a functioning traffic circle and must be maintained to be functional and orderly. The area will be left clean at the end of each workday. At the completion of the project, the site removed of all unused materials and debris and the surrounding roadway clean.

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

DOCUMENTATION

All aspects of the conservation treatment will be done in accordance with the American Institute for Conservation (AIC). As part of this documentation, a Conservation Treatment Report will be provided and will include written and photographic documentation. The written report will describe in detail all processes and materials used for the conservation, including product information/MSDS.

The photographic documentation will consist of digital images of before and after conditions from all four directions and details and digital images of the full conservation process. The images will be presented in the document with a caption identifying the conservation phase and an explanation of the image. The report will be submitted in a printed bound copy, and in a digital CD format. Separate, numbered, unedited images, with corresponding captions, will also be submitted.

CONSERVATION OVERSIGHT

It is recommended that a qualified conservator with current Professional Associate or Fellow status with the American Institute for the Conservation of Historic and Artistic Works (AIC), and also have a minimum of 10 years experience in treating historic metals and stone. The conservator will be responsible for attending client meetings (4) to select the contractors and project progress; and for site visits (10) to monitor each phase of treatment of the historic stone and iron. The conservator will document each treatment phase in progress and submit the final treatment report.

BUDGET

ITEM	PHASE	LABOR	MATERIALS	SUB TOTAL	PHASE TOTAL
Historic Bronze	Anchors	\$1150	\$150	\$1,350	
	Strap	\$1150	\$100	\$1,250	
	Maintenance	\$3,000	\$100	\$3,100	
					\$5,700
Iron Fence	Realignment/Alternate	\$6,000	\$2,000	\$8,000	
	Repairs	\$4,000	\$500	\$4,500	
	Replacement Elements	\$6,000	\$1000	\$7,000	
	Coating Preparation	\$6,000	\$250	\$6,250	
	Coating	\$8,000	\$750	\$8,750	
	Anchors	\$5,000	\$750	\$5,750	
	Installation	\$3,000	\$250	\$3,250	
					\$43,500
Stone Wall	Stone Removal & Cleaning	\$3,000	\$250	\$3,250	
	Masonry (w/additional course)	\$10,000	\$1,200	\$11,200	
	Pointing Sculpture Base	\$2,000	\$200	\$2,200	
					\$16,650
Grade	Regrade and Seed	2,000	500	2,500	
					\$2,500
Oversight	(4) client meetings	400/ea = \$1,600	\$0	\$1,600	
	(8) site visits	400/ea = \$3,200	\$0	\$3,200	
	Clerical	2,800	\$0	\$2,800	
	Final Report	3,000	\$200	\$3,200	
				\$10,800.00	10,800
TOTAL					\$79,150.00

MINUTE MAN MONUMENT ASSESSMENT AND TREATMENT GUIDELINES

WESTPORT, CT
AUGUST, 2013

Historic Iron Fence in Storage




Section (counter clockwise)	Length (inches)	Notes
0. Gate	32	Gate Section. Failing paint, corrosion, bent, hinge post bent
1. Section	58	Bent, missing post clamp.
2. Section	44	Good condition.
3. Section	56	Cut rail ends. Good example of original clamps and hardware.
4. Section	56	Cut rail ends, cut mid-rail support, bent post and post supports.
5. Section	103	Bent rails, failed rail ends.
6. Section	79	Severely bent, pickets broken and cracked, rail joins at post broken and cracked, welds broken, hardware failed, rail ends cut. Mid-rail support and post brace missing.
7. Section	61	Bent, pickets broken and cracked, rail joins at post broken and cracked, welds broken, hardware failed, rail ends cut.
8. Section	71	Cut rail ends and broken ends.
9. Section	72	Bent rails, inappropriate old repairs, broken ends.
10. Section	59	Cut rail ends, inappropriate old repairs, bent rails.
11. Section	56	Broken ends, bent, inappropriate old repairs, breaks in rails.
12. Section	55	Cut and failed ends, break in rail, old repairs.
13. Section	56	Cut rail ends, breaks in rails, bent.
	858 71.5'	

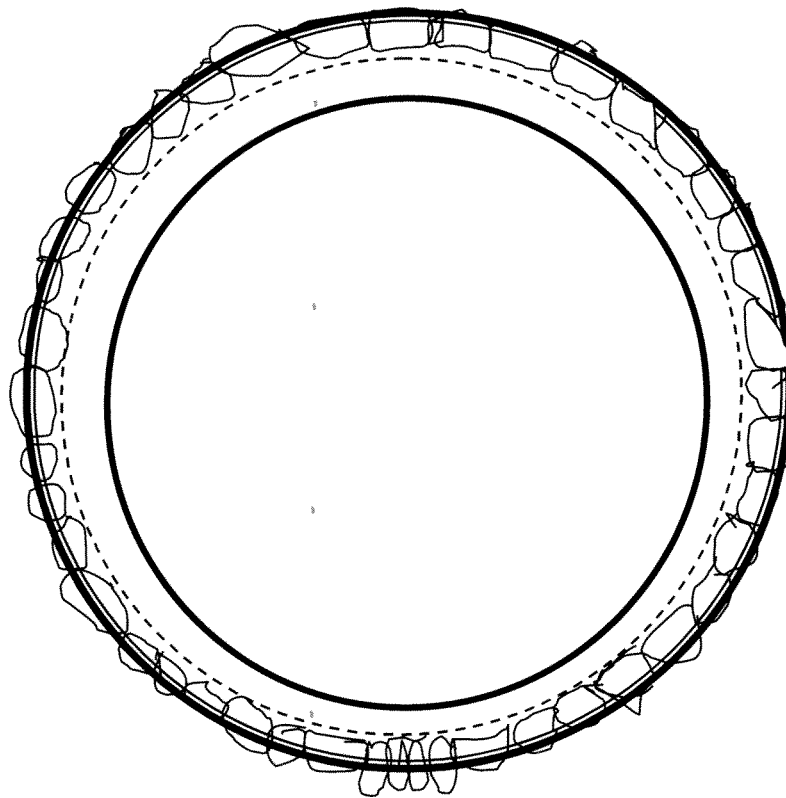
Historic Iron Fence in Storage

Part	Stock Dimensions	Lengths	Notes
Rails	3/8" x 1 1/2"		Ends cut to snugly fit around 1/2 the post. Holes drilled for through bolts.
Pickets	3/4" x 3/4"	36"	Extend 6" above top rail and approximately 1/2" below.
Posts	1/2" x 1 1/4"	42"	Measured from ground. Posts bent to provide cantilever of fence.
Post Support	1/2" x 1/2"	26"	Ends are riveted through posts.
Mid-Rail Support	3/4" x 3/4"	6"	Press fit round end into lower rail round hole.
Joining Plates	1/4" x 1 1/2"	4 1/4"	Irregular ends. Plates are through bolted. Bolts extend through rails. A stud extends through the post below the plates to prevent movement downward.
Plate Hardware	3/8" dia.	1"	Square heads and square nuts.

**MINUTE MAN MONUMENT
ASSESSMENT AND TREATMENT GUIDELINES**

**WESTPORT, CT
AUGUST, 2013**

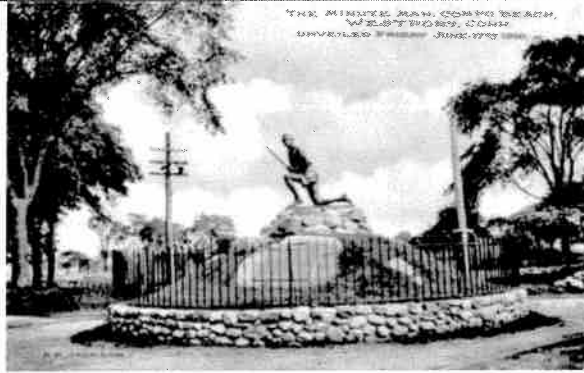
-  Original Historic Iron Fence Position
-  Historic Iron Fence Position at Time of Removal
-  Current Contemporary Steel Fence Position



MINUTE MAN MONUMENT CONDITION PHOTOGRAPHS

WESTPORT, CT
AUGUST, 2013

MINUTE MAN MONUMENT HISTORIC IMAGES



A. Historic postcard of the monument showing the original fence, fence post positions and the original fieldstone wall. Note the low ground cover; no shrubs were used in original landscape design.



B. Historic postcard of the monument. The grade rises from just below the capstones and rolls up to the fieldstone base for the bronze sculpture.



C. Historic image showing the site during a flood. The water level rose well above the outer stone wall and fence foundation.



D. Historic image showing snow pile and drift well above the current fence.

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E. Historic image showing the historic fence with damage to the front of the monument.



F. Image of the site during the setting of the current steel fence. Note the historic fence piled on the roadway in the foreground.

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Blank

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1. Overview of the monument from the proper left showing the sculpture, fieldstone base, new steel fence and capstones of the perimeter wall.



2. Overview of the monument from the back. Note the reduced perimeter of the current fence. The capstones at the gate are set in a soldiered pattern.



3. View of the bronze sculpture and bronze plaque from the proper left. Note that the fence moved inward causes obstruction of the plaque.



4. Back view of the bronze sculpture with loss of protective wax coating and view of the fieldstone base.

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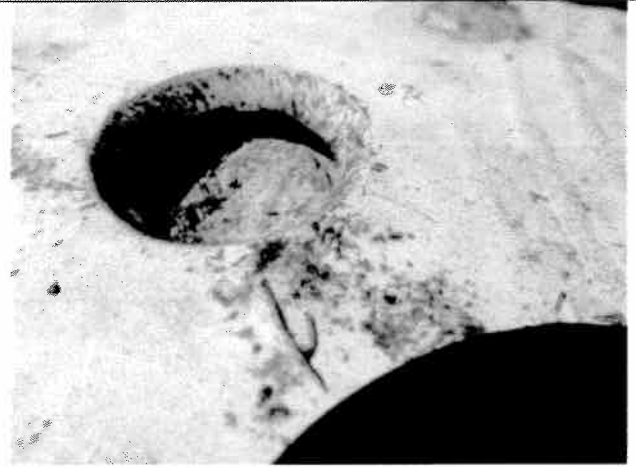
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5. View of the bronze self-base showing loss of protective wax coating and missing anchor heads at the front and back.



6. Detail of the missing anchor head to the back of the self-base.



7. View of the back of the figure showing the missing strap for the powder horn.



8. Detail of the missing section of bronze strap.

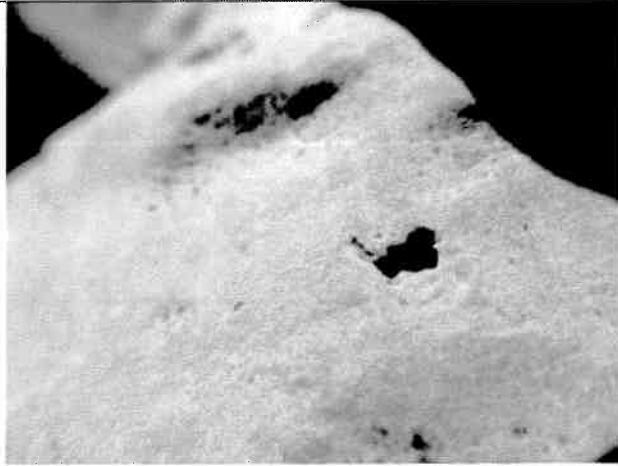
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9. Detail of a casting flaw on the proper right side of the figure.



10. Back view of the fieldstone base showing loss of soil that causes the stones to appear as protrusions rather than a solid form.



11. Removal of earth that has piled over the outer wall and distribution back to the top of the monument. The stones were solidly set. A lower foundation extended beyond the top footprint.



12. View of dislodged perimeter capstones. Most of the stones displaced or damaged occurred at sites of original fence posts.

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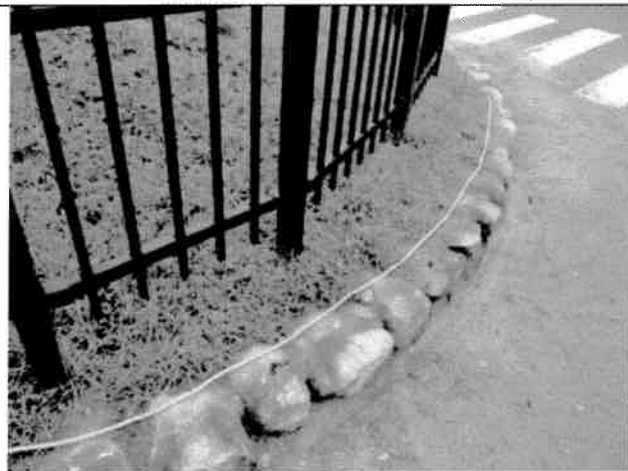
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AUGUST, 2013**



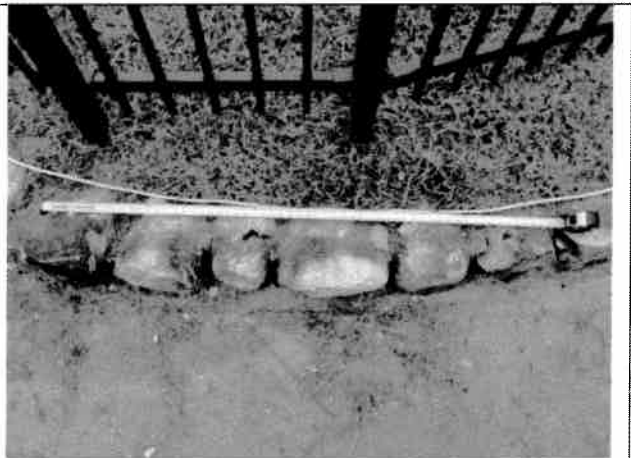
13. Measuring the circumference of the middle of the capstone.



14. Detail of final measure of approximately 75 feet.



15. View of rope used to measure the perimeter of the existing fence in storage. Note that the rope is short of original fence post anchors, and that the original fence cantilevers forward 3".



16. Measuring the distance of the original fence post anchor locations to the center of the mid-rail support anchor locations.

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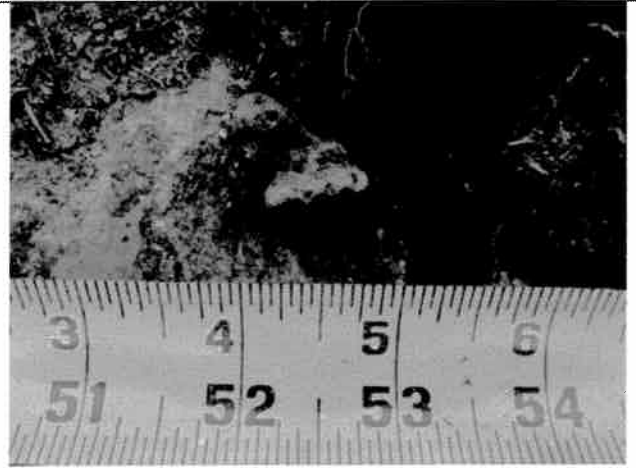
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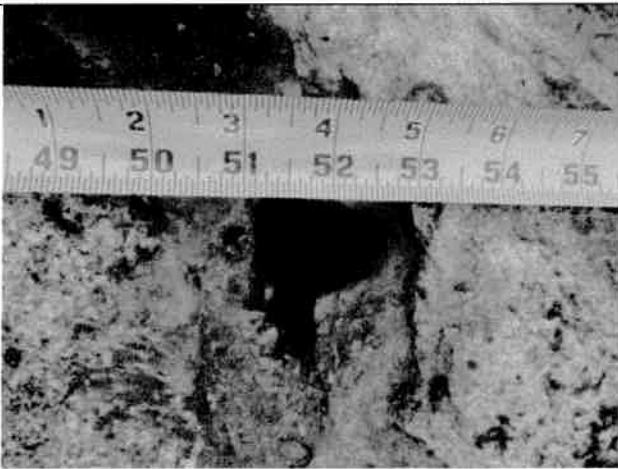
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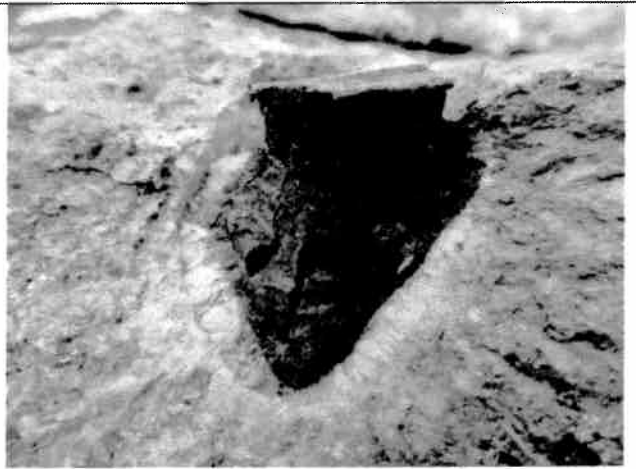
17. Detail of a measurement to a cut iron support. The measurements varied between 52-53”.



18. Detail of a measurement to a cut iron support. The measurements varied between 52-53”.



19. Detail of a measurement to an open anchor hole. The measurements varied between 52-53”.



20. Detail of a cut wrought iron support that was set with molten sulfur. Note the tendrils of iron in the lower portion common to the wrought metal.

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CONDITION PHOTOGRAPHS**

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21. Overview of the gate, section 0, erected for review.



22. Overview of section 1 erected for review.



23. Overview of section 2 erected for review.



24. Overview of section 3 erected for review.

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25. Overview of section 4 erected for review.



26. Overview of section 5 erected for review.



27. Overview of section 6 erected for review.



28. Overview of section 7 erected for review.

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29. Overview of section 8 erected for review.



30. Overview of section 9 erected for review.



31. Overview of section 10 erected for review.



32. Overview of section 11 erected for review.

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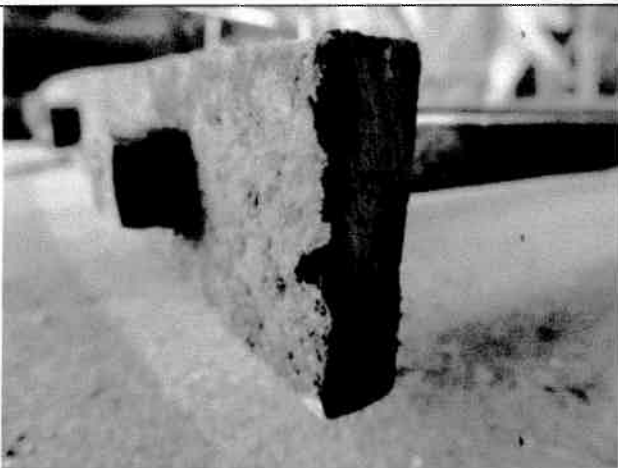
**WESTPORT, CT
AUGUST, 2013**



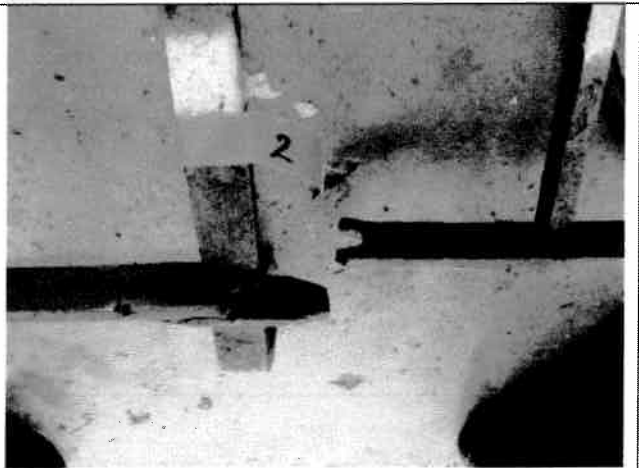
33. Overview of section 12 erected for review.



34. Overview of section 13 erected for review.



35. Detail of a cut rail.



36. Top detail of an original fence post and rail plate joining two rail ends. One rail end is bent at notch and through bolt is broken. Note that the nuts are located on the upward side.

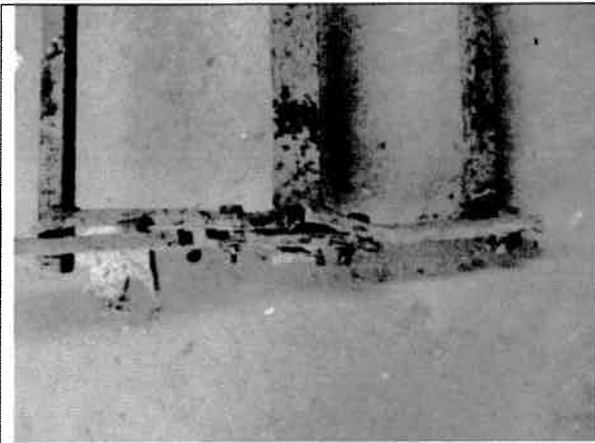
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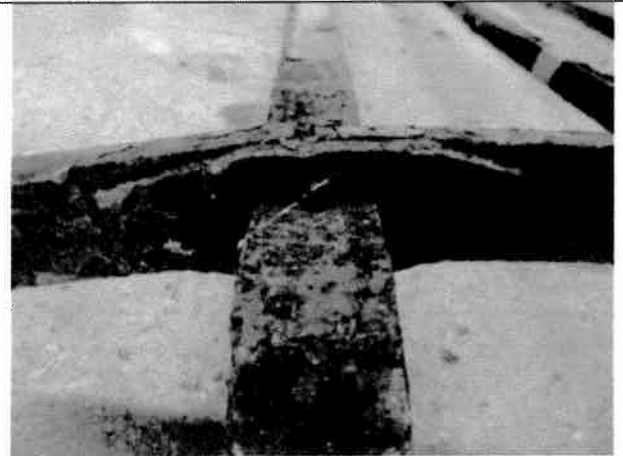
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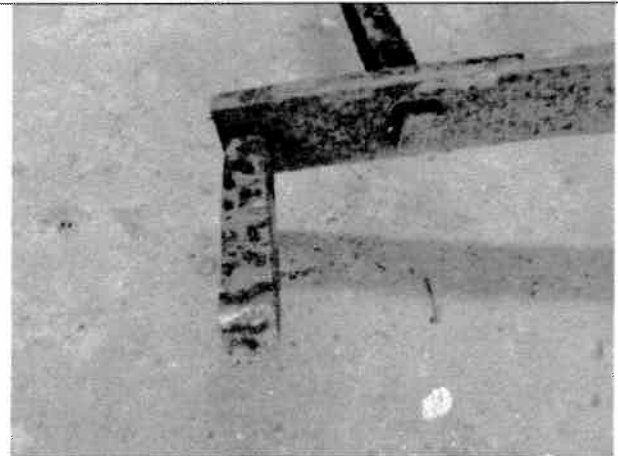
37. Side detail of an original fence post and rail plate joining two rail ends. The rails are bent and broken and existing repairs failing.



38. Bottom detail of an original fence post and rail plate joining two rail ends, in good condition. The plate is prevented from sliding down post by through pin. Note that the heads are located on the downward side.



39. View of a fence post with original back brace. Note the cantilevered end on the post. The back brace is hammered flat and riveted to the post.



40. Detail of a mid-rail support cut at anchor point. The support ends with a round end that is press-fit into the rail.

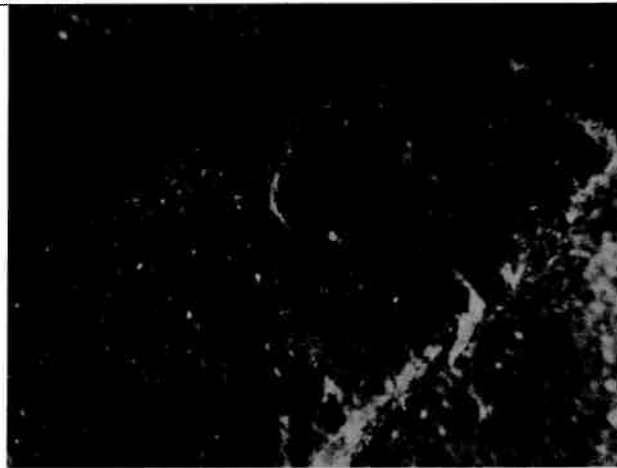
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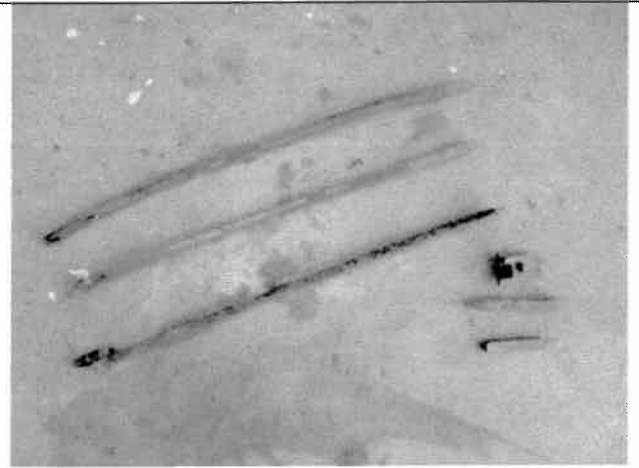
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AUGUST, 2013



41. Detail of a mid-rail point showing the drilled hole for the press-fit lower support that is anchored into masonry. The rail appears to be cracked at the drill point.



42. Overview of detached parts in storage. These are the only detachments retained.



Overview of the monument on the Post Road that commemorated the historic event.



Detail of the commemorative plaque across the street from the monument. The marker is made of a concrete slab on a cobblestone base.

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ITEM

#6

**The
Westport
Library...**

RECEIVED

AUG 29 2013

**TOWN OF WESTPORT
SELECTMAN'S OFFICE**

To: Gordon Joseloff, First Selectman

From: Paul Mazzaccaro, Assistant Director

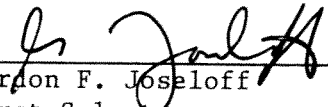
Date: August 29, 2013

On behalf of The Westport Library, I am requesting to be placed on the agenda for the September 4 Board of Finance meeting.

The Library recently completed collective bargaining negotiations with AFSCME Locals 157 & 418, which represents 25 full-time professional and administrative/clerical employees of the Library. The agreements cover the period July 1, 2012 through June 30, 2016. Both unions have ratified the agreement as has the Library Board of Trustees. A summary of the settlement is attached. We are requesting to be put on the September Board of Finance agenda as we seeking a supplemental appropriation in the amount of \$80,806 for the first year of the agreement (July 1, 2012 through June 30, 2013). This amount retroactive increases for both union and non-union Library staff. No employees have received general wage increases since July 1, 2011. Funding for wage increases for current fiscal year were included in our approved budget and costs for the remaining two years will be included when those budgets are drafted.

If you would like to meet to discuss and review the terms of the settlement please contact me to arrange a convenient time.

Approved for submission to the
Board of Finance (9/11/13)



Gordon F. Joseloff
First Selectman

Library Locals 1301 -157 & 418 Council 4	7/1/2012	7/1/2013	7/1/2014	7/1/2015	6/30/2016	Cumulative Cost
Summary of Contract Changes						
Salary Increases Union - First yr - 2.5% GWI; 2nd yr - place on grid, equal to 2% ; 3rd & 4th yrs step only, no GWI, average 2.6% each year	2.5%	2.0%	2.6%	2.6%		
Health premium share for employee eff November 2013, 7/1/14, 7/1/15 and 6/30/16 - PPO Plan The Library does not have a prescription drug plan. Under the major medical portion of the health plan the employee pays 100% of the cost, and after a \$200 annual deductible, is reimbursed 80% for prescriptions.	10.00%	11.50%	12.50%	13.50%	15.00%	
Effective October 2013 - double time pay on Sunday is reduced to time and a half; actual savings depends on the # of Sundays the Library is open, and the actual # of FT bargaining unit staff that work on Sunday.						
Recognition/longevity - one time bonus will be paid on 10th & 15th year anniversary of \$1,000/\$1,500. Previously a 1, 2 or 3% payment was added to base salary for the 10th, 15th and 20th anniversary, depending on their location on the salary grid. Employees hired after 6/30/12 will not be eligible for this benefit.						
Workers Compensation - Injury leave is reduced to a maximum of one year from two years; employee receives only compensation provided under Connecticut statute; going forward no subsidy will be provided to make up the difference to his/her regular pay.						
Financial Impact:						
Salary Increases						
Union - 157 (17)	34,242	28,006	36,829	35,823		134,900
Union - 418 (8)	9,664	7,796	11,864	11,476		40,799
Non Union FT & PT (8/65+)	29,657	30,199	31,000	31,823		122,679
Sub-total	73,563	66,000	79,693	79,122		298,379
Recognition/longevity	1,500	6,000	2,500	2,000		12,000
FICA	5,742	5,508	6,288	6,206		23,744
Total Salary	80,806	77,508	88,481	87,328		334,123
Premium cost share savings (assumes 5% medical inflation)						
Estimated Sunday OT savings	NA	-4,299	-8,238	-6,920		-19,456
Total Savings	NA	-12,667	-28,005	-27,123		-67,796
Net Cost of Contract	80,806	60,542	52,238	53,285		246,871
The Library is requesting funding of \$80,806 for FY 12-13 only.						



WESTPORT CONNECTICUT

DEPARTMENT OF PUBLIC WORKS

TOWN HALL, 110 MYRTLE AVE.

WESTPORT, CONNECTICUT 06880

ITEM
7

RECEIVED
AUG 27 2013
TOWN OF WESTPORT
SELECTMAN'S OFFICE

August 27, 2013

The Honorable Gordon F. Joseloff
First Selectman
Town Hall
Westport, CT 06880

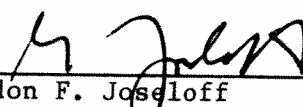
Re: **Request for Appropriation #3 – Storm Sandy Damage Repairs**

Dear Mr. Joseloff:

Storm Sandy hit the area on Monday-Tuesday October 29 - 30, 2012, causing considerable damage to the shoreline infrastructure. Since that time, we have met with representatives of the Department of Energy and Environmental Protection (DEEP) and the Federal Emergency Management Agency (FEMA) to review the extent of the damage and agree on the scope of the repairs that would fit within the FEMA guidelines for reimbursement. To date, the Department of Public Works (DPW) and the Parks and Recreation Department (P&R) have requested and received two appropriations totaling \$827,000.00 for repairs to the Beachside Avenue revetment, the Hillspoint Road revetment and sidewalk, the E.R. Strait Marina revetment, Burying Hill Beach revetment Harbor Road seawall, Hendricks Point stabilization and the Herbert Baldwin culvert. All this work has been completed or is underway except the Hendricks Point stabilization which will be performed this winter. Appropriations for this work were to repair damage sustained during the storm. FEMA reimbursement was specific to repair damage to a pre-existing condition.

In response to the repeated nature of many of the claims sustained by the beachfront communities, FEMA has made available a new program where by municipalities can seek additional funds to "harden" many of the damaged areas to mitigate against future storms. This office has reviewed the damaged areas and proposed additional hardening measures to the Beachside Avenue revetment, Hillspoint Road revetment, E.R. Strait retaining wall and the E.R. Strait rip rap. This work effort has been submitted to and approved by FEMA as eligible for their mitigation effort which also carries the 75% reimbursement rate.

Approved for submission to the
Board of Finance (9/11/13)



Gordon F. Joseloff
First Selectman

Page 2

The Honorable Gordon F. Joseloff

August 27, 2013

The following four projects have received FEMA authorization.

Beachside Avenue Revetment Estimate \$23,280.00

Provide approximately 93.1 cu yds of pressure grout to existing stone.

Hillspoint Road Revetment Estimate \$78,790.00

Provide approximately 315.2 cu yds of pressure grout to existing stone.

E.R. Strait Retaining Wall Estimate \$2,230.00

Provide approximately 8.9 cu yds of pressure grout to existing stone.

E.R. Strait Rip-Rap Estimate \$12,310.00

Provide approximately 49.2 cu yds of pressure grout to existing stone.

This office herein requests an appropriation of \$116,610.00 for the purpose of repairs from Storm Sandy. This work has already been approved by FEMA and as such the work is 75% reimbursable.

Respectfully,



Stephen J. Edwards

Director of Public Works

cc: Gary Conrad, Finance Director

GAPW_OFFSJE\FVS\APP\Storm Sandy Repairs#3



**WESTPORT CONNECTICUT
BOARD OF FINANCE**

ITEM
#8

UNAPPROVED MINUTES

The Board of Finance held its Public Hearing on **Wednesday, August 7, 2013** in the Auditorium of Town Hall. The meeting was called to order at 8:00 p.m.

Members present: Collins, Garten, Kaner, Lasersohn, Pincavage, Rea

AGENDA

DISCUSSION/REVIEW

1. Financial Report from the Finance Director.

Finance Director Gary Conrad made the presentation. No action was taken.

2. Status Update from the Internal Auditor.

Internal Auditor Lynn Scully made the presentation. No action was taken.

3. Police Contract Settlement Update from the Finance Director

Finance Director Gary Conrad made the presentation. No action was taken.

4. Update on Tree Warden hiring & RFP from the Director of Public Works.

Public Works Director Steve Edwards made the presentation. No action was taken.

5. Update on Longshore golf and beach revenue from the Parks & Recreation Director.

Parks & Recreation Director Stuart McCarthy made the presentation. No action was taken,

APPROPRIATIONS IN THE 2013-2014 BUDGET

6. A request by the Parks & Recreation Director for an appropriation of \$50,000 to the Capital and Non-Recurring Expenditure Fund (C&NEF) Account for the development of a plan for site design and improvements to Compo Beach.

Vote: 6-0. Motion APPROVED

7. A request by the Public Works Director for an appropriation of \$400,000 to the following Capital and Non-Recurring Expenditure Fund (C&NEF) Accounts for culvert replacement:

- a) \$320,000-Sasco Creek Culvert Account
- b) \$80,000-Town Crier Culvert Account

Vote: 6-0. Motion APPROVED

TRANSFERS AND CARRYOVERS FROM 2012-2013 BUDGET TO 2013-2014 BUDGET

8. The Board considered the following request(s) for transfers and carryover amounts of \$50,000 or less.

- a) See attached listing

Mr. Pincavage moved and Ms Collins seconded a motion to approve the transfers and carryover amounts.

Vote: 6-0. Motion APPROVED

9. The Board considered the following request(s) for transfers and carryover amounts of \$50,000 or more:

- a) Account 10103322-569004 (Road Maintenance-Parking Lots) \$71,484
- b) Account 10103322-569009 (Road Materials-Overlay) \$1,365,575

Mr. Pincavage moved and Ms Collins seconded a motion to approve the transfers and carryover amounts.

Vote: 6-0. Motion APPROVED

APPROVAL OF MINUTES

10. Approve the Board of Finance Minutes of the July 1, 2013 regular meeting.

Mr. Pincavage moved and Mr. Lasersohn seconded a motion to approve the July 1, 2013 minutes.

Vote: 6-0. Motion APPROVED

ADJOURNMENT

Mr. Rea moved and Mr. Lasersohn seconded a motion to adjourn at 10:20 p.m.

Vote: 6-0. Motion APPROVED

Submitted by H. Garten 8/8/13