

RTM Joint Committee Meeting of Finance, Planning & Zoning, Health & Human Services, and Long Range Planning Committees

February 24th, 2022

Meeting via Zoom

Upon the request of the Department of Human Services and as approved by the Board of Finance, to recommend approval to the full RTM of an appropriation in the amount of \$150,000.00 from Westport's American Rescue Plan Act (ARPA) funds to support predevelopment activities for affordable housing at West Parish Road in response to the ongoing pandemic and resulting housing crisis facing low-income households.

In attendance For RTM Finance:

- Seth Braunstein – Chair, RTM Finance Committee
- Nancy Kail– RTM Finance Committee
- Jessica Bram– RTM Finance Committee
- Stephen Shackelford– RTM Finance Committee
- Don O'Day– RTM Finance Committee

In attendance for RTM Health & Human Services:

- Jessica Bram - Chair, RTM Health & Human Services
- Sal Liccione – RTM Health & Human Services
- Harris Falk– RTM Health & Human Services
- Arline Gertzoff– RTM Health & Human Services
- Jack Klinge – RTM Health & Human Services
- Wendy Batteau– RTM Health & Human Services
- Jamie Bairaktaris - RTM Health & Human Services

In attendance for RTM Planning and Zoning:

- Matthew Mandell - Chair, RTM Planning & Zoning
- Karen Kramer - RTM Planning & Zoning
- Wendy Batteau - RTM Planning & Zoning
- Seth Braunstein - RTM Planning & Zoning
- Jamie Bairaktaris - RTM Planning & Zoning

In attendance for RTM Long Range Planning:

- Jack Klinge - Chair, RTM Long Range Planning
- Harris Falk - RTM Long Range Planning
- Karen Kramer - RTM Long Range Planning

Others in attendance:

- Michelle Perillie, Deputy P&Z Director
- Carol Martin, Executive Director, Westport Housing Authority
- Lou Mall, RTM Member
- Dick Lowenstein, RTM Member

Elaine Daignault, the Director of Westport's Human Services Department presented on behalf of the town. Elaine explained that we are in the midst of an affordable housing shortage throughout Fairfield County. Current affordable housing stock is shrinking as people sell out. This request for ARPA funds is necessary to help meet the affordable housing needs within Westport and is part of a larger affordable housing plan. These funds will help complete the plan which is due in June of 2022.

The project being contemplated would be on a parcel of land currently occupied by a State DOT storage site which is roughly located at 900 PRE and West Parish Road. This is a unique opportunity that then First Selectman Jim Marpe, Chair of P&Z Daniel Dobin and Executive Director of the Westport Housing Authority Carol Martin imagined, initially beginning the process of working with the state DOT to secure the parcel. The total piece of property is 10.7 acres but the portion that the state will earmark for this project will be for a smaller portion (perhaps 2 acres or more).

To clarify - this is a state project - the town will not take ownership of the property or project. This money is really being used to determine if this is the right place to build the project - in effect, it is a catalyst for the addition of affordable housing in Westport.

The \$150K of ARPA funds would be used for pre-development studies and surveys that would help define the project and set the stage for traffic studies and the actual development. These funds will expedite the process so that we can allow the state to more quickly determine how much of the property they will transfer to accommodate this project once the property is transferred from the DOT to the DOH and then allow the developer to "hit the ground running." The developer will ultimately be chosen through an RFP that will be defined and run by the state DOH. The chosen developer would then be subject to normal zoning and land use restrictions. The funds will be only for this project.

We learned that while it would be a state project that would ultimately be developed and owned by a private developer, the town of Westport will earn the 8-30G points. Anticipated that this project could

generate up to 36 points. While there is no ability to hold the units specifically for Westport residents our HHS department can be proactive about informing our residents of the availability. Transfer of the property will be made to the developer at a market rate.

Our discussion also touched upon where the town currently stands relative to the 8-30G moratorium We learned that the current, 1st moratorium expires in March of 2023. We currently have 30 points towards a second moratorium, and with additional projects in development we believe we have enough points for a second moratorium. Unfortunately, it appears there will be a gap between when the 1st moratorium ends and when we will be granted a 2nd moratorium. We expect the points from this project would be used towards a third moratorium.

There was also some discussion about the State's RFP process and what the criteria would be that would drive the selection process. Key to this part of the discussion was the overarching question of what portion of the development would actually be required to be affordable units. Ultimately, this would need to be spelled out in the RFP and could vary depending upon which developer prevails in the bid process. All in attendance favored a very high percentage of the units being deemed affordable. If the Westport Housing Authority were to prevail the desire would be that some large majority of units (perhaps as high as 80%) would be affordable with the remainder being market based in order to have a diversity of incomes. We also spent some time clarifying the role and origin of the Westport Housing Authority. We learned that it was created by the RTM and First Selectman back in the 1940s in order to address the creation of affordable housing in Westport. Its board members are appointed by the office of the First Selectperson on 5 year terms.

We also learned that Westport has an inclusionary zoning policy that requires 20% of all multi-family units to have 20% affordability (far higher than neighboring communities like Darien and New Canaan which recently moved from 10% to 12%).

Key questions that arose during our meeting included:

Is this just for this project or for affordable housing more generally?

How do we know what the density of the project would be?

Can we be certain that the ARPA funds would be used before the timeframe for use in 2024 runs out? Or can they be used for other related uses.

Concerns about the area around this project is becoming overly developed with a multitude of projects having been completed and others in process.

We also were able to hear from members of the public/neighbors who expressed that they feel that it is still too early in the process to have any real idea about the form of development that will take place here - can't really know yet what it is that will be built in terms of size, density, appearance, egress, impact on the area, etc. And, as such, while they are in favor of the desire to expand affordable housing, they remain reserved about offering support to this.

Neighbors are also hoping to be informed about how this is progressing - they would like the town to go beyond what the statutory notification requirements allow for.

There was abroad expression of support among all four committees for both the pursuit of increased affordable housing options and the use of ARPA funds to support this outcome. Votes were taken by Finance, P&Z and HHS and each were unanimous in approving this appropriation. LRP expressed that they were in favor but lacked a quorum and generally do not vote on expenditures.

Committee Report
Public Protection
February 10, 15 & 16, 2022 in person
February 23rd & March 1st via Zoom

Attendees: Jimmy Izzo (Chair), Stephen Shackelford, Louis Mall, Karen Kramer, Noah Hammond, Claudia Shaum, Candace Banks, Sal Liccione and Andrew Colabella

Purpose: The purpose of these in-person meetings (and Zoom sessions) was to review applicants for the open positions on the Civilian Review Panel, as directed by 1st Selectman Jen Tooker, and ultimately select 2 to present to the full RTM at its March meeting.

Methodology: The Committee agreed to review all the letters and resumes that had been submitted prior to the first meeting, without any discussion amongst members beforehand. Each member was to come to the meeting with their top 5 candidates in mind, and the discussion was to begin with an analysis of those candidates, and continue from there to the rest of the list.

The Committee was truly overwhelmed with both the quantity (30+) and quality of the applicants for these volunteer positions. All of the applicants were clearly dedicated residents, with very impressive resumes, both from a corporate and volunteer perspective, and all demonstrated a dedication to Westport and to serving their Town - it was truly "an embarrassment of riches". The Committee discussed each and every applicant, with members fully disclosing any personal relationships (neighbor, friend, colleague, etc.) to the group.

After 2 hours of discussion on February 10, it was agreed that 11 applicants would be interviewed, and a letter was drafted for Jeff Dunkerton to send to those applicants who were selected, inviting them to interview over the following week or so.

Interviews: The Committee interviewed a total of 11 candidates – 9 in person over 2 days at Town Hall, and 2 via Zoom. Interviews ran approximately 20-30 minutes each. Again, the Committee was impressed by all of the candidates and agreed that we could've filled many more spots than we had available.

Conclusion: The Public Protection Committee took great care and consideration in discussing all of the highly qualified candidates for these spots. After the final interviews, on March 1st, the committee further discussed the candidates and ultimately unanimously voted to recommend Teresa Fabi and Michael Guthman to the full RTM for appointment to the Civilian Review Panel.

Respectfully Submitted,

Claudia Shaum
RTM Public Protection Committee

42 Terra Nova Circle
Westport, CT 06880
February 2, 2022

Representative Town Meeting members,

I'm writing to express my interest in serving on Westport's Citizen Review Panel. I believe that I have the background and expertise to make a valuable contribution to the Panel's operation.

As you consider candidates for this position, I expect you will be looking at two main areas; what life experiences and expertise does the candidate bring, and will the candidate be able to make wise and unbiased judgements.

EXPERIENCE

As can be seen from my resume, I spent the vast majority of my profession life working in the human resources field. As an external consultant this work often involved listening to the concerns of various constituencies and crafting solutions that balanced the needs of the various parties. Technical knowledge and interpersonal skills were essential to success.

I also bring considerable knowledge about Town operations. My experience with the Flood and Erosion Control Board, the RTM, and the Library Board has let me participate in many Town procedures and practices. As Chair of the RTM Employee Relations Committee, I sat in on virtually all Union negotiations during my tenure. As President of the Library Board, I actively participated in the Town budget process.

JUDGEMENT

I believe that the credibility of the Citizen Review Panel is dependent on it making (and being seen to be making) fair and unbiased decisions. This requires that its members don't hold preconceived points of view. Throughout my career my success has required that I approach each professional problem with an open mind and make my decisions based only on the facts presented. If appointed to the Panel, I would approach each situation in the same manner.

In conclusion, I look forward to meeting with you to discuss this opportunity.

Respectfully,

Mike Guthman

2/2/22

Michael Guthman
42 Terra Nova Circle
Westport, CT 06880
maguthma@optonline.net
203 521 8551

PROFESSIONAL EXPERIENCE

Early in my career I worked at Honeywell, Inc. in the human-resource and labor relations areas.

The vast majority of my working life was spent with Hewitt Associates, a human-resources consulting firm. My dual role was as the Partner in charge of the firm's Compensation Practice in the northeastern U.S., and coordinator of the practice internationally.

COMMUNITY SERVICE EXPERIENCE

Following my retirement from Hewitt, I became active in civic matters. My primary involvements were:

Connecticut State representative to IRS Taxpayer Advisory Panel.

Member, Westport Flood and Erosion Control Board.

President, Terra Nova Homeowners Association.

Member, Westport Representative Town Meeting (RTM), Chair of Employee Relations Committee.

President, Westport Library Board of Trustees.

Member, Jewish Senior Services Board of Directors.

President, Y's Men of Westport/Weston.

EDUCATION

BA City College of New York - Economics

MA University of Minnesota – Industrial Relations and Personnel

TERESA FABI

2A Horseshoe Lane, Westport, CT 06880 TeresaFabi@aol.com; cell: 347-633-1901

PROFESSIONAL EXPERIENCE

WOMEN'S COMMUNITY JUSTICE PROJECT, New York, New York 2016-present

Director, Client Placement

Serve as liaison between the five borough-based NYC District Attorneys Offices, the defense bar and the courts to divert women off Rikers Island and into alternative-to-detainment program.

OFFICE OF THE DISTRICT ATTORNEY, Kings County, New York 1985 - 2016

Deputy Chief, Domestic Violence Bureau 2014 - 2016

Supervised all indictments of domestic violence felonies; trained felony assistants to present domestic violence cases to Grand Jury. Served as District Attorney's point person to screen eligible women for alternative to incarceration programs.

Chief, Crime Prevention Division 2007 - 2014

- Developed and implemented crime prevention programs and initiatives. Responsible for oversight of gender-responsive initiatives for criminal justice-involved women; conducted all candidate screening. Supervised School Crimes Prosecutions Bureau, which focused on crimes that occur in and around schools as well as all designated felony offenses. Developed Pro Bono Attorney and Fellowship programs; recruited, screened and placed all candidates for those programs.

Executive Assistant District Attorney 2000 - 2007

- Spearheaded creation of an alternative to incarceration for mothers charged with felonies. Lead-up to this groundbreaking program included obtaining community and political support, researching and securing government funding, developing a not-for-profit to generate private sector support, identifying a service provider and securing a site for the program. Drew House opened its doors in 2008.

Bureau Chief, Trial Zone Green 1996 - 2000

- Supervised felony trial assistants, conducted case reviews, made and revised plea offers, assisted ADAs in case preparation, responsible for oversight of their hearings and trials.
- Managed my own caseload of trial-ready cases.

First Deputy Bureau Chief, Narcotics Grand Jury 1993 - 1996

- Reviewed felony narcotics arrests and supervised all indictments of felony narcotics cases. Trained ADAs in Grand Jury practice and procedure. Supervised Grand Jury presentations. Responsible for all felony-waiver pleas on narcotics felony cases.

Deputy Bureau Chief, Grand Jury Bureau 1990 - 1993

- Reviewed all non-narcotics felony cases for indictment or felony waiver disposition. Supervised ADAs, made all final charging decisions and managed support staff.

Supervising Assistant District Attorney, Narcotics Bureau 1988 - 1990

Senior felony trial assistant. Tried twenty felonies to verdict, including high profile A-1 felony cases; supervised ADAs assigned to present cases to Narcotics Grand Juries.

Assistant District Attorney 1985 - 1988

Managed caseload of over 200 misdemeanors. Responsible for coverage of all-purpose calendar part. Conducted hearings and trials. Prepared misdemeanor and felony complaints, argued bail applications and arraigned defendants. Enhanced high profile felony cases by responding to precincts of arrest to take video and audio statements of witnesses and defendants.

EDUCATION

Temple University Law School, Philadelphia, Pennsylvania (Juris Doctor, May 1982)

St. John's College, Annapolis, Maryland (Bachelor of Arts, May 1978)

BAR ADMISSION

State of New York, Supreme Court, Appellate Division, Second Judicial Department (1986 - present)

MEMBERSHIPS AND ASSOCIATIONS

Mother-Child Community Corrections Advisory Panel (2000-2004) - Participated on national panel of experts convened by the Department of Justice to examine the issue of gender-specific programming for criminal justice-involved women and to create a resource guide for practitioners in the field.

Drew Foundation (2000-2006) - Vice president and founding member of not-for-profit created with Cravath, Swaine and Moore (of counsel) to forge public-private partnership whose mission was to build an alternative to incarceration for prison-bound mothers with children.

Department of Justice Interagency Task Force Roundtable (2013) - Participated on task force, along with experts throughout New York State, to develop strategies to emphasize prevention and rehabilitation over incarceration pursuant to Obama Administration "Smart on Crime" directive.

Brooklyn Women's Bar Association (1985 - present)

PUBLICATIONS

The Drew House Story: Collaborating on Alternatives for Incarcerated Women and Their Children (Mary W. Byrne, Teresa Fabi, Mary D. Hughes, Charles J. Hynes), CRIM. JUST., Summer 2013

AWARDS

Top Women in Business (Home Reporter, 2012)

This award recognizes women who have built their careers in Brooklyn and whose major achievements and work in the borough has contributed to making it a better place in which to live.

PUBLIC SPEAKING EVENTS

Frequent guest lecturer, panelist, presenter at national criminal justice conferences and academic forums. Keynote speaker at Philadelphia's first Criminal Justice Roundtable for Women (2015). Presented at Department of Justice web seminar on Family-Based Alternatives to Sentencing (January 2022).