

Board of Selectwomen Meeting
March 9, 2022
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, March 9, 2022, at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. In attendance were Jennifer Tooker, Andrea Moore, Candice Savin, Eileen Flug, Jennifer Fava, Donna Douglass, Elaine Daignault, Bryan Thompson, presenters as noted, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/191>

MINUTES

1. Andrea Moore presented Item #1. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 2-0-1 (Jennifer Tooker and Candice Savin in the affirmative, Andrea Moore abstaining) it was:

RESOLVED, that the minutes of the Board of Selectwomen's meeting of February 23, 2022 are hereby APPROVED.

To accommodate the number of residents who were in attendance to discuss Items 11-13, upon motion by Jennifer Tooker, seconded by Andrea Moore and passing by a vote of 3-0, those items were moved to the beginning of the meeting. The agenda items were re-numbered BOS Agenda Items 2-4 to reflect that revision to the agenda and are noted as such in the WPCA Minutes of March 9, 2022.

APPROVE REQUEST FOR WAIVER OF THE POLICY ON ENCROACHMENTS FOR 33 JESUP ROAD (AKA 76 POST ROAD EAST) BASSO RESTAURANT

5. Gilda Sorza, representing Basso Restaurant presented Item #5. Ms. Sorza explained that the restaurant wanted to level the patio to allow for safer and more comfortable outdoor seating. The construction project commenced before the contractor established that a portion of the patio was within the town right of way. Town Engineer Keith Wilberg provided background and an explanation of the plans – rather than a slope, a granite step will delineate the patio, making it level. Town departments had no concerns with the exception of insuring adequate access to the abutting sidewalk. Assistant Town Attorney Eileen Flug stated the property owners will be required to provide evidence of insurance and enter into an encroachment easement agreement to be placed on the land records. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the request for a waiver of the Westport Policy on Encroachments on Town Property for a proposed patio extension that will encroach on to the Town-owned sidewalk adjacent to 33 Jesup Road a/k/a 76 Post Road East (Basso Restaurant) is hereby APPROVED.

APPROVE PERMIT FOR POP-UP CAFÉ ON 30 RAILROAD PLACE – TARANTINO RESTAURANT

6. Frank Marchetti, representing T&S Restaurant Corp, dba Tarantino, presented Item #6. Mr. Marchetti stated that the desire was for multiple parking spaces to be used for the pop-up as it had done the previous year. Because the information provided to the Departments for review indicated only one space, the Board considered the pop up application for one space only. Mr. Marchetti stated he would

return with a revised application for additional space(s) if necessary. Upon motion by Jennifer Tooker, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the Permit for a Pop-Up Cafe to be located in one parking space on the Town roadway known as Railroad Place adjacent to the property known as 30 Railroad Place (Tarantino Restaurant), contingent upon compliance with recommendations from Town departments and in accordance with Procedures for Use of Town-owned Roadways for Pop Up Cafes is hereby APPROVED.

7. *WITHDRAWN*

APPROVE REQUEST FOR USE OF TOWN SIDEWALK ADJACENT TO 26 CHURCH LANE FOR SUMMER MUSIC SERIES

8. Maxxwell Crowley, President of the Westport Downtown Association, presented Item #8. Mr. Crowley explained that the music would be at the stated location on Fridays and Saturdays from 5:30 – 9:00 pm. There was discussion as to safety if onlookers chose to stand on the sidewalk and in Church Lane. Mr. Crowley explained that the musicians provided background music and there would be minimal impact. Staff Corporal Al D’Amura stated the PD will address any concerns. Should the request to close Church Lane to vehicular traffic is approved, this situation would not happen. Upon motion by Andrea Moore, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the use of the Town-owned sidewalk adjacent to 26 Church Lane on Fridays and Saturdays from 5:30 pm – 9:00 pm from June 1, 2022 to October 1, 2022 for the Summer Music Series, contingent upon compliance with recommendations from Town departments and in accordance with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways, is hereby APPROVED.

APPROVE PARKS & RECREATION RECOMMENDED 2022 PROGRAM FEES

9. Parks & Recreation Director Jennifer Fava presented Item #9. Ms. Fava explained the Parks & Recreation Department’s Financial Sustainability Strategy Policy that the department utilizes to identify accurate and equitable fee structures for all of its programs. Resident Jay Walshon submitted a memo that was received and presented to each Board member prior to the meeting. The memo is included in the packet information. Upon motion by Candice Savin, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Parks & Recreation Commission, the following 2022 program fees:

<u>Program</u>	<u>2021 Fee</u>	<u>Proposed 2022 Fee</u>
Pickleball		
Weekday Instruction	\$105 per session	\$135 per session
Weekend Instruction	\$55 per session	\$70 per session
Camp Compo	\$190 per session	\$210 per session
RECing Crew	\$220 per session	\$240 per session

Are hereby APPROVED.

10. *WITHDRAWN*

APPROVE HISTORIC RESOURCES INVENTORY CONSULTING AGREEMENT

11. HDC Staff Coordinator Donna Douglass presented Item #11. Ms. Douglass explained that this agreement was associated with a grant from the State. Upon motion by Jennifer Tooker, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the Historic Resources Inventory Consulting Agreement between the Town of Westport and Rachel Carley to perform consulting services to update the Town's Historic Resources Inventory is hereby APPROVED.

APPROVE ASSISTANCE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND STATE OF CONNECTICUT FOR PRESERVATION PLAN CONSULTANT

12. HDC Staff Coordinator Donna Douglass presented Item #12. Ms. Douglass explained that this agreement with the State related to a 20,000 grant, and that as a Certified Local Government, the Town is eligible for the grant and requirement to prepare the preservation plan. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the Assistance Agreement between the Town of Westport and the State of Connecticut regarding a grant for consulting services to prepare a town-wide preservation plan is hereby APPROVED.

APPROVE AMENDMENT TO 2020 CDBG PROJECT ADMINISTRATOR AGREEMENT BETWEEN TOWN OF WESTPORT AND SUPPORTIVE HOUSING WORKS

13. Director of Human Services Elaine Daignault presented Item #13. Ms. Daignault provided an overview of the programs and services supplied by Supportive Housing Works, stating that it was necessary to amend the agreement due to the additional funds granted to the program. Upon motion by Candice Savin, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Amendment to the 2020 CDBG Project Administrator Agreement between the Town of Westport and ~~The Housing Collective (formerly known as~~ Supportive Housing Works, Inc. to administer additional funds granted to the Town under the 2020 Community Development Block Grant for Homelessness Diversionary Services is hereby APPROVED.

ADJOURNMENT

Upon motion by Jennifer Tooker, seconded by Andrea Moore and passing by a vote of 3-0, the meeting adjourned at 10:50 AM.

/Eileen Francis/
Eileen Francis, Recording Secretary