



WESTPORT

TOWN OF WESTPORT
REPRESENTATIVE TOWN MEETING
REPRESENTATIVE TOWN MEETING PACKET
DECEMBER 6, 2022
07:30 PM



REPRESENTATIVE TOWN MEETING AGENDA

DECEMBER 6, 2022
07:30 PM

Call

All Representative Town Meeting members and inhabitants of the Town of Westport are hereby notified that a meeting of the Representative Town Meeting members will be held at Town Hall, 110 Myrtle Ave. in the auditorium on December 6, 2022, at 7:30 p.m. for the purposes listed below. If necessary, the meeting shall reconvene on Tuesday December 20, 2022, to deal with any agenda items not disposed of at the adjournment of the December 6, 2022, meeting.

Attachment: [Resolutions.pdf](#)

Attachment: [RTM 2023 Calendar.pdf](#)

Item #1

To take such action as the meeting may determine, to elect a Moderator of the Representative Town Meeting.

Item # 2

To take such action as the meeting may determine, to elect a Deputy Moderator of the Representative Town Meeting.

Item #3

To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Board of Education for \$216,056.00 from the Westport's American Rescue Plan Act (ARPA) funds, to enhance social needs of students at all five Elementary Schools.

Attachment: [BOE ARPA Request-Enhance social needs of Elementary School Students BOF 11.2.22 -Presentation.pdf](#)

Attachment: [BOE ARPA Request-Enhance social needs of Elementary School Students BOF Approved 11.2.22.pdf](#)

Attachment: [Committee Report Item _3.pdf](#)

Item #4

To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$482,000.00 along with bond and note authorization to the Municipal Improvement Fund Account for an Engineer Assessment, Design Consultant, Project and Construction Managers for the feasibility study for the Long Lots Elementary School Project.

Attachment: [DPW Approp Long Lots elementary School Project BOF Approved 11.2.22.pdf](#)

Attachment: [Committee Report Item _4.pdf](#)

Item #5

To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$385,000.00 to the Capital and Non-Recurring Account for the replacement of the existing sidewalks leading to Greens Farms School along Morning Side Drive South, Hillandale Road and Center Street. A STEAP Grant was awarded to the Town in the amount of \$250,000.00.

Attachment: [DPW Approp Sidewalk Replacement to Greens Farms School BOF Approved 11.2.22.pdf](#)

Attachment: [Committee Report Item _5.pdf](#)

Item #6

To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$350,000.00 along with bond and note authorization to the Municipal Improvement Fund Account for the maintenance and replacement of sidewalks in the existing network program. This project is for sidewalks leading to Bedford Middle School, Coleytown Middle School, and sections along Riverside Avenue.

Attachment: [DPW Approp Maintenance Replacement Sidewalks Network Program BOF Approved 11.2.22.pdf](#)

Item #7

To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$550,000.00 along with bond and note authorization to the Sewer Reserve Fund Account for the purchase of a Freightliner 114SD Van-con Jet Truck to be assigned to the Sewage Collection System Division.

Attachment: [DPW Approp Purchase Freightliner Van-con Jet Truck BOF Approved 11.2.22.pdf](#)

**RTM Meeting
December 6, 2022**

RESOLUTIONS

(3)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Board of Education, the sum of \$216,056.00 from Westport's American Rescue Plan Act (ARPA) funds, to enhance social needs of students at all five Elementary Schools, is hereby appropriated.

(4)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$482,000.00 along with bond and note authorization to the Municipal Improvement Fund Account for an Engineer Assessment, Design Consultant, and Project and Construction Managers for a feasibility study for the Long Lots Elementary School Project is hereby appropriated.

TOWN OF WESTPORT, CONNECTICUT

A RESOLUTION APPROPRIATING \$482,000 FOR COSTS ASSOCIATED WITH AN INITIAL ASSESSMENT AND FEASIBILITY STUDY FOR THE LONG LOTS ELEMENTARY SCHOOL PROJECT AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION.

RESOLVED: That upon the recommendation of the Board of Finance, the Town of Westport, Connecticut (the "Town") hereby appropriates the sum of Four Hundred Eighty-two Thousand and 00/100 Dollars (\$482,000) for costs associated with an initial assessment for the Long Lots Elementary School construction project in the Town, including, but not limited to, document review and on-site inspection of the existing architectural, wall, structural, roof, civil, mechanical, electrical and plumbing systems, preparation of reports, recommendations, and studies, as well as, related administrative, contingency, financing, consultant and other soft costs (the "Project").

Section 1. As recommended by the Board of Finance and for the purpose of financing Four Hundred Eighty-two Thousand and 00/100 Dollars (\$482,000) of the foregoing appropriation, the Town is hereby authorized to borrow a sum not to exceed Four Hundred Eighty-two Thousand and 00/100 Dollars (\$482,000) and issue general obligation bonds for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.

Section 2. The First Selectwoman, Selectmen and Finance Director are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes including Chapter 748 (Registered Public Obligations Act) to issue the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and other applicable laws and regulations of the United States and the state of Connecticut, to provide for issuance of the bonds in tax exempt form, including the execution of tax compliance and other agreements for the benefit of bondholders, and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations and the filing of information reports as and when required and to execute Continuing Disclosure Agreements for the benefit of holders of bonds and notes.

Section 3. The Bonds may be designated "Public Improvement Bonds," series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years therefrom, or as otherwise provided by statute. The bonds may be sold at not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds, or notes, on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semiannually or annually. The bonds shall be signed on behalf of the Town by the First Selectwoman and the Finance Director, and shall bear the seal of the Town. The signing, sealing and certification of said bonds may be by facsimile as provided by statute. The Finance Director shall maintain a record of bonds issued pursuant to this resolution and of the face amount thereof outstanding from time to time, and shall certify to the destruction of said bonds after they have been paid and cancelled, and such certification shall be kept on file with the Town Clerk.

Section 4. The Committee is further authorized to make temporary borrowings as permitted by the General Statutes and to issue a temporary note or notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such times and with such maturities, requirements and limitations as provided by statute. Notes evidencing such borrowings shall be signed by the First Selectwoman and the Finance Director, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance

with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.

Section 5. Upon the sale and issuance of the bonds authorized by this resolution, the proceeds thereof, including any premium received upon the sale thereof, accrued interest received at delivery and interest earned on the temporary investment of such proceeds, shall be applied forthwith to the payment of the principal and interest of all notes issued in anticipation thereof or shall be deposited in trust for such purposes with a bank or trust company, or shall be applied or rebated as may be required under the provision of law. The remainder of the proceeds, if any, after the payment of said notes and of the expense of issuing said notes and bonds shall be applied to further finance the appropriation enacted herein.

Section 6. In each fiscal year in which the principal or any installment of interest shall fall due upon any of the bonds or notes herein authorized there shall be included in the appropriation for such fiscal year a sum equivalent to the amount of such principal and interest so falling due, and to the extent that provision is not made for the payment thereof from other revenues, the amount thereof shall be included in the taxes assessed upon the Grand List for such fiscal year and shall not be subject to any limitations of expenditures or taxes that may be imposed by any other Town ordinance or resolution.

Section 7. Pursuant to Section 1.150-2 (as amended) of the federal income tax regulations the Town hereby expresses its official intent to reimburse expenditures paid from the General Fund, or any capital fund for the Project with the proceeds of the bonds or notes to be issued under the provisions hereof. The allocation of such reimbursement bond proceeds to an expenditure shall be made in accordance with the time limitations and other requirements of such regulations. The Finance Director is authorized to pay Project expenses in accordance herewith pending the issuance of the reimbursement bonds or notes.

Section 8. The Town of Westport, or other proper authority of the Town, is authorized to take all necessary action to apply to the State of Connecticut, and accept from the State or other parties, grants, gifts and contributions in aid of further financing the Project. Once the appropriation becomes effective, the First Selectwoman, or other appropriate official of the town, is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the Project and is specifically authorized to make, execute and deliver any contracts or other documents necessary or convenient to complete the Project and the financing thereof.

Section 9. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds (and notes) in accordance with the provisions of the Town Charter, the Connecticut General Statutes, and the laws of the United States.

(5)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$385,000.00 to the Capital and Non-Recurring Account for the replacement of the existing sidewalks leading to Greens Farms Elementary School along Morningside Drive South, Hillandale Road and Center Street is hereby appropriated.

(6)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$350,000.00 along with bond and note authorization to the Municipal Improvement Fund Account, for the replacement of existing sidewalks leading to Bedford Middle School and Coleytown Middle School and along Riverside Avenue, is hereby appropriated.

TOWN OF WESTPORT, CONNECTICUT

A RESOLUTION APPROPRIATING \$350,000 FOR THE COSTS OF REPLACING SIDEWALKS AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION.

RESOLVED: That upon the recommendation of the Board of Finance, the Town of Westport, Connecticut (the "Town") hereby appropriates the sum of Three Hundred Fifty Thousand and 00/100 Dollars (\$350,000.00) to pay costs associated with replacing existing sidewalks located along the roads leading to Bedford Middle School and Coleytown Middle School, and replacing additional sections of concrete sidewalk along Riverside Avenue, as well as related design, consultant, engineering, administrative, contingency, financing and other soft costs (the "Project").

Section 1. As recommended by the Board of Finance and for the purpose of financing Three Hundred Fifty Thousand and 00/100 Dollars (\$350,000.00) of the foregoing appropriation, the Town is hereby authorized to borrow a sum not to exceed Three Hundred Fifty Thousand and 00/100 Dollars (\$350,000.00) and issue general obligation bonds for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.

Section 2. The First Selectwoman, Selectmen and Finance Director are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent,

paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes including Chapter 748 (Registered Public Obligations Act) to issue the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and other applicable laws and regulations of the United States and the state of Connecticut, to provide for issuance of the bonds in tax exempt form, including the execution of tax compliance and other agreements for the benefit of bondholders, and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations and the filing of information reports as and when required and to execute Continuing Disclosure Agreements for the benefit of holders of bonds and notes.

Section 3. The Bonds may be designated "Public Improvement Bonds," series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years therefrom, or as otherwise provided by statute. The bonds may be sold at not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds, or notes, on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semiannually or annually. The bonds shall be signed on behalf of the Town by the First Selectwoman and the Finance Director, and shall bear the seal of the Town. The signing, sealing and certification of said bonds may be by facsimile as provided by statute. The Finance Director shall maintain a record of bonds issued pursuant to this resolution and of the face amount thereof outstanding from time to time, and shall certify to the destruction of said bonds after they have been paid and cancelled, and such certification shall be kept on file with the Town Clerk.

Section 4. The Committee is further authorized to make temporary borrowings as permitted by the General Statutes and to issue a temporary note or notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such times and with such maturities, requirements and limitations as provided by statute. Notes evidencing such borrowings shall be signed by the First Selectwoman and the Finance Director, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.

Section 5. Upon the sale and issuance of the bonds authorized by this resolution, the proceeds thereof, including any premium received upon the sale thereof, accrued interest received at delivery and interest earned on the temporary investment of such proceeds, shall be applied forthwith to the payment of the principal and interest of all notes issued in anticipation thereof or shall be deposited in trust for such purposes with a bank or trust company, or shall be applied or rebated as may be required under the provision of law. The remainder of the proceeds, if any, after the payment of said notes and of the expense of issuing said notes and bonds shall be applied to further finance the appropriation enacted herein.

Section 6. In each fiscal year in which the principal or any installment of interest shall fall due upon any of the bonds or notes herein authorized there shall be included in the appropriation for such fiscal year a sum equivalent to the amount of such principal and interest so falling due, and to the extent that provision is not made for the payment thereof from other revenues, the amount thereof shall be included in the taxes assessed upon the Grand List for such fiscal year and shall not be subject to any limitations of expenditures or taxes that may be imposed by any other Town ordinance or resolution.

Section 7. Pursuant to Section 1.150-2 (as amended) of the federal income tax regulations the Town hereby expresses its official intent to reimburse expenditures paid from the General Fund, or any capital fund for the Project with the proceeds of the bonds or notes to be issued under the provisions hereof. The allocation of such reimbursement bond proceeds to an expenditure shall be made in accordance with the time limitations and other requirements of such regulations. The Finance Director is authorized to pay Project expenses in accordance herewith pending the issuance of the reimbursement bonds or notes.

Section 8. The Town of Westport, or other proper authority of the Town, is authorized to take all necessary action to apply to the State of Connecticut, and accept from the State or other parties, grants, gifts and contributions in aid of further financing the Project. Once the appropriation becomes effective, the First Selectwoman, or other appropriate official of the town, is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the Project and is specifically authorized to make, execute and deliver any contracts or other documents necessary or convenient to complete the Project and the financing thereof.

Section 9. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds (and notes) in accordance with the provisions of the Town Charter, the Connecticut General Statutes, and the laws of the United States.

(7)

RESOLVED: That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$550,000.00 along with bond and note authorization to the Sewer Reserve Fund Account, for the purchase of a Freightliner 114SD Van-con Jet Truck to be assigned to the Sewage Collection System Division, is hereby appropriated.

TOWN OF WESTPORT, CONNECTICUT**A RESOLUTION APPROPRIATING \$550,000 FOR COSTS ASSOCIATED WITH THE ACQUISITION OF A VAC-CON JET TRUCK AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION.**

RESOLVED: That upon the recommendation of the Board of Finance, the Town of Westport, Connecticut (the "Town") hereby appropriates the sum of Five Hundred Fifty Thousand and 00/100 Dollars (\$550,000) for costs associated with the acquisition of a Vac-Con jet truck for the sewer collection system division in the Town, as well as, related administrative, contingency, financing and other soft costs (the "Project").

Section 1. As recommended by the Board of Finance and for the purpose of financing Five Hundred Fifty Thousand and 00/100 Dollars (\$550,000) of the foregoing appropriation, the Town is hereby authorized to borrow a sum not to exceed Five Hundred Fifty Thousand and 00/100 Dollars (\$550,000) and issue general obligation bonds for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.

Section 2. The First Selectwoman, Selectmen and Finance Director are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes including Chapter 748 (Registered Public Obligations Act) to issue the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and other applicable laws and regulations of the United States and the state of Connecticut, to provide for issuance of the bonds in tax exempt form, including the execution of tax compliance and other agreements for the benefit of bondholders, and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations and the filing of information reports as and when required and to execute Continuing Disclosure Agreements for the benefit of holders of bonds and notes.

Section 3. The Bonds may be designated "Public Improvement Bonds," series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years therefrom, or as otherwise provided by statute. The bonds may be sold at not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the

Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds, or notes, on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semiannually or annually. The bonds shall be signed on behalf of the Town by the First Selectwoman and the Finance Director, and shall bear the seal of the Town. The signing, sealing and certification of said bonds may be by facsimile as provided by statute. The Finance Director shall maintain a record of bonds issued pursuant to this resolution and of the face amount thereof outstanding from time to time, and shall certify to the destruction of said bonds after they have been paid and cancelled, and such certification shall be kept on file with the Town Clerk.

Section 4. The Committee is further authorized to make temporary borrowings as permitted by the General Statutes and to issue a temporary note or notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such notes shall be issued and renewed at such times and with such maturities, requirements and limitations as provided by statute. Notes evidencing such borrowings shall be signed by the First Selectwoman and the Finance Director, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.

Section 5. Upon the sale and issuance of the bonds authorized by this resolution, the proceeds thereof, including any premium received upon the sale thereof, accrued interest received at delivery and interest earned on the temporary investment of such proceeds, shall be applied forthwith to the payment of the principal and interest of all notes issued in anticipation thereof or shall be deposited in trust for such purposes with a bank or trust company, or shall be applied or rebated as may be required under the provision of law. The remainder of the proceeds, if any, after the payment of said notes and of the expense of issuing said notes and bonds shall be applied to further finance the appropriation enacted herein.

Section 6. In each fiscal year in which the principal or any installment of interest shall fall due upon any of the bonds or notes herein authorized there shall be included in the appropriation for such fiscal year a sum equivalent to the amount of such principal and interest so falling due, and to the extent that provision is not made for the payment thereof from other revenues, the amount thereof shall be included in the taxes assessed upon the Grand List for such fiscal year and shall not be subject to any limitations of expenditures or taxes that may be imposed by any other Town ordinance or resolution.

Section 7. Pursuant to Section 1.150-2 (as amended) of the federal income tax regulations the Town hereby expresses its official intent to reimburse expenditures paid from the General Fund, or any capital fund for the Project with the proceeds of the bonds or notes to be issued under the provisions hereof. The allocation of such reimbursement bond proceeds to an expenditure shall be made in accordance with the time limitations and other requirements of such regulations. The Finance Director is authorized to pay Project

expenses in accordance herewith pending the issuance of the reimbursement bonds or notes.

Section 8. The Town of Westport, or other proper authority of the Town, is authorized to take all necessary action to apply to the State of Connecticut, and accept from the State or other parties, grants, gifts and contributions in aid of further financing the Project. Once the appropriation becomes effective, the First Selectwoman, or other appropriate official of the town, is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the Project and is specifically authorized to make, execute and deliver any contracts or other documents necessary or convenient to complete the Project and the financing thereof.

Section 9. The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds (and notes) in accordance with the provisions of the Town Charter, the Connecticut General Statutes, and the laws of the United States.

Annual RTM Meeting Schedule 2023 Calendar

All meetings listed below of the Representative Town Meeting begin at 7:30 PM unless otherwise indicated and will be held at Town Hall. Special Meetings may be called at the discretion of the Moderator.

The schedule of the **2023** Representative Town Meeting is as follows:

TUESDAY Meeting Date	MONDAY Agenda Deadline	MONDAY/4 PM Report Deadline	THURSDAY Mailing Date	Supplemental Meeting (if needed)
January 3	December 19, 2022	December 27, 2022 **Tuesday	December 29, 2022	January 17
February 7	January 23	January 30	February 2	February 21
March 7	February 17 **Friday	February 27	March 2	March 21
April 4	March 20	March 27	March 30	April 18
May 1, 2, 3 Mon, Tues & Wed if required	April 17	April 24	April 27	May 16
June 6	May 22	May 30 **Tuesday	June 1	June 20
July 11**	June 26	July 3	July 6	July 25
August 1 if required	July 17	July 24	July 27	August 15
September 5	August 21	August 28	August 31	September 19
October 3	September 18	September 25	September 28	October 17
November 14**	October 30	November 6	November 9	November 28
December 5 *	November 20	November 27	November 30	December 19
January 2, 2024	December 18, 2023	December 26, 2023 **Tuesday	December 28, 2023	January 16, 2024

*Organizational Meeting

** Holiday/Election (earlier/later)

Jeffrey M. Dunkerton, Town Clerk

Elementary ARPA Funds Proposal

A proposal to the BOF by CES, GFS, KHS, LLS, SES

Elementary Proposal

CES, LLS, and SES: Sensory Equipment

GFS and KHS: Outdoor Learning Space

CES, LLS & SES



SENSORY EQUIPMENT

Meeting the Social, Emotional and Physical Needs of Students

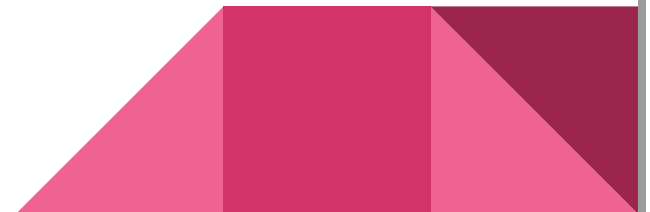
Rationale:

Purposefully incorporate sensory equipment at CES, LLS, and SES to:

- Meet the increased needs of marked social and emotional difficulties created by the pandemic
- Enable even more opportunities for movement throughout the school day that helps students regulate emotions, as well as release stress and optimize student arousal levels
- Supply necessary sensory feedback which has a grounding effect on students' nervous systems

This proposal includes both indoor and outdoor equipment based on current school facilities.

Tools that Address Student Sensory Needs In School



Tools that Address Student Sensory Needs Outside



GFS & KHS



OUTDOOR LEARNING SPACE

Meeting the Social, Emotional and Physical Needs of Students

Rationale:

Create outdoor learning spaces at GFS and KHS to:

- Teach/extend academic lessons in an outdoor environment
- Develop creativity and problem solving skills
- Improve attention to lessons
- Provide opportunities for kinesthetic learning
- Support the development of healthy and active lifestyles by offering opportunities for physical activity, freedom, and movement

School Use

- K-5 Classrooms
- Extended School Year (ESY)
- Green Student Leadership Club
- PTA Meetings
- Faculty Meetings
- After school activities i.e. Girl Scouts
- Staff Lunches
- Intensive Resource Classrooms
- Science Lab
- Specials - Art, Music, Spanish & Library Media
- School Events - Back to School Party & the Moving Up Ceremony reception
- Summer Discovery Camp



Structure

- *20' X 16' hexagon*
- *Flat benches - 20 + students*
- *Yellow pressure treated pine frame*
- *Trex composite decking*
- *Galvanized hardware*
- *20 year lifespan*



Gazebos

Specifications
Trex Composite Decking
Pressure treated yellow pine frame.
Galvanized Hardware an connectors

20' and 16' Dia. Gazebo:trex
compsite multi layer roof



12' Dia. Gazebo:trex
compsite multi layer roof



Environment Design llc: 45 Kenmore Ln, Millford, Ct. 06460 Contact # 203 376 2108

A multifunctional space for the Westport & the KHS community to utilize for lessons, meetings, gatherings, and activities for years to come!



Outside classroom

Staff and PTA Meetings

Individual or small group time

Gardening or composting club opportunity

Coverage for drop off and pick up
Summer camp

Proposed Structure: Hipped Shade Pavilion

Dimensions Length: 30 feet, Width: 40 Feet, Height: 12 feet



- Shade fabric is high-density polyethylene cloth to provide hail protection, 80% shade & 90% UV protection
- The life expectancy of fabrics is up to 12 years
- 10 year warranty
- Withstands 90mph winds and 5 PSF snow load, also removable with quick release option
- Sealed and signed drawing/plan for permitting & approvals
- Installation provided by manufacturer recommended company with lead time of 12-14 weeks

Proposed Flooring: To Be Determined based on town ordinance

Proposed Interior Elements: Teacher Survey Results



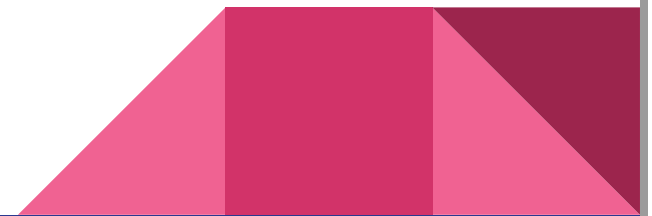
- Space for 2-3 classes
- Flexible seating
- Outdoor Library: \$399.99
- Solar System / Sun Dial \$459.99
- Green House: \$498.79
- Night Animal Camera: \$301.99
- Projector: \$1,121.87
- Whiteboards/Rolling Easel: \$299.99
- Giant Alphabet Letters \$125.00
- Rolling Magnetic Board \$1,250.00
- Sensory Station: \$1,550.00
- Outdoor Art Station: \$269.99



Total Elementary Funding Requested:

Estimated Cost:

Coleytown Elementary:	\$52,627
Greens Farms Elementary:	\$27,600
Kings Highway Elementary:	\$43,148
Long Lots Elementary:	\$40,488
Saugatuck Elementary:	\$52,193
<u>Total:</u>	<u>\$216,056</u>



Proposal of Funds for Saugatuck

<u>Item:</u>	<u>Qty.</u>	<u>Cost</u>	
Indoor Furniture:			
Kidsfit 6-Student Collaborative Standing Station	1	\$ 4,699.00	Total Requested Funds for Indoor and Outdoor Sensory Equipment \$52,193.01
Kidsfit 6-Student Collaborative Sitting Station	1	\$ 4,699.00	
Kidsfit Kinesthetic 2 Person Pedal Desk	1	\$ 2,392.00	
Indoor Desk/Chair Accessories:			
Wiggle Wobble Chair Feet	200	\$ 4,248.00	
18" Wobble Stools	10	\$1,240.00	
FitDesk Under Desk Cycle	6	\$1,230.80	
ShiftEd Active Seats (for floor)	60	\$4,020.80	
Foot Fidget Standing Desk Conversion Kit	6	\$ 779.64	
Jellyfish Ball Chairs	6	\$ 950.88	
Other Indoor Sensory Equipment:			
Bean Bag Chairs	12	\$1,394.52	
Noise Canceling Headphones	36	\$ 539.82	
Total Requested for Indoor Sensory Equipment:		\$26,194.46	
Outdoor Sensory Equipment:			
Spica	1	\$ 2,097.00	
Benches	5	\$ 5,895.00	
Serenade & Drums	1	\$ 9,437.30	
Sitework, Installation & Freight	1	\$ 8,569.25	
Total Requested for Outdoor Sensory Equipment:		\$25,998.55	

Proposal of Funds for Long Lots

<u>Item:</u>	<u>Qty.</u>	<u>Cost</u>
Furniture:		
Kidsfit Kinesthetic Classroom Pedal Desks	9	\$11,572.47
TiltED Plus Active Seats	24	\$ 1,867.32
ShiftED Active Seats	12	\$ 840.06
Versatile Therapy Cube Chairs	20	\$ 2,339.53
Wobble Stools	8	\$ 627.78
Switch Sit or Stand Desk with Fidget Pedal	10	\$ 3,570.29
Desk/Chair Accessories:		
Bouncy Band Desk/Chair Bands	62	\$ 2,373.52
Wibble Wobble Chair Feet	80	\$ 2,339.06
Kore Floor Wobbler	8	\$ 352.00
SmartStudy Adjustable Tabletop Desks	61	\$11,776.05
The Surf Portable Lap Desk	26	\$ 995.54
Antimicrobial Floor Cushions	12	\$ 557.76
Other Sensory Equipment:		
Noise Canceling Headphones	36	\$ 539.82
Wipe-Clean Lap Pads	11	\$ 737.00
Total Cost		\$40,488.21

Proposal of Funds for Coleytown

Item	Quantity	Price	Total Cost
Tipi Carousel (K-2)	1	\$5,004.00	\$5,004.00
Mars Supernova (3-5)	1	\$8,307.00	\$8,307.00
Cocowave Pendulum Swing (3-5)	1	\$13,617.00	\$13,617.00
SubTotal Products			\$21,924.00
SubTotal Sitework			\$9,761.25
Subtotal Surfacing			\$2,589.30
Subtotal Installation			\$16,336.29
Subtotal Freight			\$2,016.91
Final Total			\$52,627.75



PROPOSAL OF FUNDS FOR GREENS FARMS

20' X 16' diameter hexagon shade pavilion and fan shade roof	\$16,000
Flanking flat benches	\$1,200
Wood Deck	\$5,400
Installation (On site for 7 days)	\$5,000
TOTAL:	\$27,600

Proposal of Funds for Kings Highway School

All Materials

Overhead Structure & Coverage:	\$38,148.99
Flooring:	\$5,000.00
Learning Supplies:	\$6,277.61
Storage:	\$1659.21
Seating:	\$3,500.00
Grand Total:	\$54,585.81

ARPA Request

Overhead Structure & Coverage:	\$38,148.99
Flooring:	\$5,000.00
Total	\$43,148.99

KHS PTA Fundraising **\$11,436.82**



BOF Approved 11/2/22



WESTPORT PUBLIC SCHOOLS

THOMAS SCARICE
Superintendent of Schools

110 Myrtle Avenue
Westport, Connecticut 06880
Telephone: (203) 341-1025
Fax: (203) 341-1029
tscarice@westportps.org

October 27, 2022 (original request May 22, 2022)

Re: ARPA Funds Request

Dear First Selectwoman Tooker,

As part of the elementary schools' efforts to address the social emotional needs of students, we have expanded opportunities for movement, exercise, and being outdoors during the school day. Although these advancements have resulted in positive outcomes, it is important that we continue to expand on our initial efforts.

All five elementary schools are in slightly different places regarding this work and as a result, have varying needs and requests. At this point, Greens Farms School and Kings Highway School are requesting funding for outdoor classrooms. In both cases, a portion of the funding for these projects will be provided by the Parent Teacher Associations at each respective school.

Coleytown Elementary School, Long Lots Elementary School, and Saugatuck Elementary School are requesting funding that will allow them to provide students with additional opportunities for movement and sensory integration throughout the school day. Although these skills and experiences have been district priorities for a number of years, the social emotional impact of the pandemic has enhanced the need to purposefully provide students with these types of experiences.

In total, the cost estimate for these projects is \$216,056. This estimate includes the procurement cost of equipment/material, shipping, installation and sitework. Below is the specific breakdown by school of the estimated expenses.

Estimated Cost:	
Coleytown Elementary:	\$52,627
Greens Farms Elementary:	\$27,600
Kings Highway Elementary:	\$43,148
Long Lots Elementary:	\$40,488
Saugatuck Elementary:	\$52,193
Total:	\$216,056

Thank you for your consideration.

Respectfully,

Thomas Scarice, Superintendent of Schools

Cc: Gary Conrad, Town Finance Director

10/27/22

RTM Finance Committee Meeting

November 22nd, 2022

Meeting via Zoom

To review and approve a Board of Education request for \$216,056.00 from the Westport's American Rescue Plan Act (ARPA) funds, to enhance social needs of students at all five Elementary Schools.

In Attendance For RTM Finance:

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

Others in attendance:

- Lee Goldstein – BOE Chair
- Liz Heyer – BOE Vice Chair
- Lauren Karpf – Chair, RTM Education Committee
- Thomas Scarice – Superintendent of Schools
- Elio Longo – Schools CFO
- Elizabeth Messler – Principal, Saugatuck Elementary
- Tracey Carbone – Principal, Kings Highway Elementary
- Janna Sirowich - Principal, Coleytown Elementary
- Kimberly Ambrosio – Principal, Long Lots Elementary
- Kevin Cazzetta – Principal, Greens Farms Elementary
- Peter Ratkiewich – Director, Public Works Department

On Tuesday, November 22nd the RTM Finance committee met with various members of the BOE and school administration to discuss a request for ARPA funds to help with the social and emotional learning (SEL) of elementary school students. Covid has had a negative impact on the social and emotional well being of students and these funds would be used to help expand opportunities for movement, exercise, and being outdoors during the school day as detailed in the presentation that we saw in our committee and this evening.

Superintendent Tom Scarice made the point that the funding for the equipment being requested in this ARPA request would be difficult if not impossible to include as part of the schools’ annual operating budget. While the previous ESSER Grants helped to remedy direct educational impairments resulting from Covid, use of the available ARPA funds the town has been granted can be used to remedy the SEL deficits created by the isolating impacts of the pandemic. We’ve seen similar ARPA requests granted to enhance similar opportunities at both the High School (a great ropes course) and the Middle Schools (expanded playground equipment).

Tom also explained that rather than requesting a blanket appropriation it was more appropriate to look at the requests on a ground up, school by school basis, since each of five elementary schools had varying needs and requests. At this point both GFS and KHS are requesting funding for outdoor classrooms. CES, LLS and SES are requesting funding that will allow them to provide students with additional opportunities for movement and sensory integration throughout the day. Although these skills and experiences have been a district priority for a number of years, the social emotional impact of the pandemic has enhanced the need to purposefully provide students with these types of experiences. The total request of \$216K breaks down as follows:

Estimated Costs:	
Coleytown Elementary	\$ 52,627
Greens Farms Elementary	\$ 27,600
Kings Highway Elementary	\$ 43,148
Long Lots Elementary	\$ 40,488
Saugatuck Elementary	\$ 52,193
Total:	\$ 216,056

Our committee discussed whether the improvements had been considered prior to Covid – we were told they had been, but that funding was not available to accomplish this. We also heard that the impact at KHS in particular would allow for larger group gatherings outdoors since the interior spaces at KHS prevented the gathering of multiple classes together. We wondered if placement of the new equipment or outdoor classrooms would potentially impede future growth plans or modular placements and were assured that would not be an issue. While all viewed this as an appropriate ARPA request there was a thankful acknowledgement that these equipment requests would be one time in nature as opposed to any program related requests which would necessitate ongoing funding.

Our discussion on the 22nd also touched on efforts that will be undertaken by the various individual school PTAs to fund raise to further augment the gains being achieved by this ARPA request.

Finally, there were a few requests for an update on all of the ARPA funding related requests and projects. There was a hope for an accounting to depict all that has been authorized, the

projects that have begun or actually already been completed and what remains on the list of pending ARPA related objectives for the town.

For Finance a motion was made by Nancy Kail and seconded by Noah Hammond - passed by unanimous vote 5 - 0.

Submitted by Seth Braunstein

Chair – RTM Finance Committee




WESTPORT, CONNECTICUT

LONG LOTS SCHOOL BUILDING COMMITTEE
TOWN HALL, 110 MYRTLE AVE.
WESTPORT, CONNECTICUT 06880
(203) 341 1120

October 24, 2022

Ms. Jen Tooker
First Selectwoman
Town Hall
Westport, CT 06880

APPROVED: 
Jennifer S. Tooker
First Selectwoman
Date: 10/24/22

Re: Request for Appropriation of \$482,000.00 along with bond and note authorization to the Municipal Improvement Fund Account for the initial assessment and feasibility study for the Long Lots Elementary School Project.

Dear Ms. Tooker,

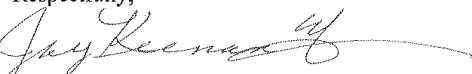
The Long Lots School Building Committee herein requests an appropriation of \$482,000.00 along with bond and note authorization to the Municipal Improvement Fund Account for initial funding for the first phase assessment and the second phase feasibility study for the Long Lots Elementary School Project.

Initial assessment activities are focused on three main tasks. 1) document review of the existing architectural, structural, civil and MEP systems as well as all prior reports and studies, 2) on-site assessment of wall, structural, roof and MEP systems, 3) to provide report and recommendations.

Feasibility study shall focus on further defining recommendations from the building assessment regarding possible renovation of the existing facility, developing studies for new construction, renovate as new and renovate as new with additions as well as schedule and costs associates with each study.

The \$482,000 request is broken down more specifically for the first four to six months of the project as \$92,000 for the initial engineer assessment and report phase, \$150,000 for the selected Design Consultant (feasibility), \$60,000 for a dedicated Project Manager/Owner Rep, \$100,000 for a Construction Manager (feasibility estimating/schedule), and the remaining \$80,000 for any early miscellaneous consultants or work identified during the feasibility study phase to assist in accomplishing the above stated goals.

We anticipate the committee will be back before all appropriate Town Committees and funding bodies at a later date.

Respectfully,

Jay Keenan
Chair, Long Lots School Building Committee

Joint RTM Finance & Public Works Committee Meeting

November 22nd, 2022

Meeting via Zoom

Upon the request of the Director of Public Works, to approve an appropriation of \$482,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500371- 10132 for an Engineer Assessment, Design Consultant, Project and Construction Managers for the feasibility study for the Long Lots Elementary School Project.

In Attendance For RTM Finance:

- Seth Braunstein – Chair, RTM Finance Committee
- Nancy Kail – RTM Finance Committee
- Noah Hammond – RTM Finance Committee
- Don O’Day – RTM Finance Committee
- Stephen Shackelford – RTM Finance Committee

In Attendance For RTM Public Works:

- Jay Keenen – Chair, RTM Public Works Committee
- Andrew Colabella – RTM Public Works Committee
- Don O’Day – RTM Public Works Committee
- Peter Gold – RTM Public Works Committee
- Richard Lowenstein – RTM Public Works Committee
- Matthew Mandell – RTM Public Works Committee
- Jack Klinge – RTM Public Works Committee
- Lori Church - RTM Public Works Committee

Others in attendance:

- Liz Heyer – BOE Vice Chair
- Lauren Karpf – Chair, RTM Education Committee
- Peter Ratkiewich – Director, Public Works Department

On Tuesday, November 22nd the RTM Finance & Public Works committees met to discuss a number of appropriation requests by the Director of Public Works. This report covers the following item:

Upon the request of the Director of Public Works, to approve an appropriation of \$482,000.00 along with bond and note authorization to the Municipal Improvement Fund Account 30503310-500371- 10132 for an Engineer Assessment, Design Consultant, Project and Construction Managers for the feasibility study for the Long Lots Elementary School Project.

These funds are being requested to complete an initial assessment and subsequent feasibility study for the Long Lots elementary school project. Think of this appropriation as seed money to understand the options for either improving or replacing the current building and how to proceed.

The \$482K is comprised of \$92K for the initial engineer assessment and report, \$150K for a design consultant, \$60K for a dedicated project manager/owner rep, \$100k for a construction manager and the remaining \$80K for any early miscellaneous consultants or work that is identified during the feasibility study phase of this project.

During our discussions questions arose about how enrollment levels would potentially impact the decision to renovate or rebuild. We heard from BOE Vice Chair Liz Heyer that the BOE is seeing enrollment projects post Covid that indicate increasing student numbers and that the BOE is also awaiting an updated assessment of building capacity across the district. Liz explained that Long Lots is already "bursting at its seams" and that maintaining it as an elementary school would absolutely be necessary in light of increased migration to Westport and any future efforts to consider potential redistricting. We also heard that the Hillspoint School could in theory be considered as a way to address the growing student population but that would precipitate other issues for our community since the Hillspoint building currently houses ~300 preschoolers. We also heard that the building lacks sprinklers, would require maintenance/upkeep to accommodate an elementary school and generally concluded that it would not be a feasible alternative in practice.

Both Jay Keenan and Don O'Day recused themselves on this issue since both are members of the newly formed Long Lots building committee.

For Finance a motion was made by Nancy Kail and seconded by Stephen Shackelford - passed by unanimous vote 4 - 0.

For Public Works a motion was made by Peter Gold and seconded by Andrew Colabella - passed by unanimous vote 6 - 0.

Submitted by Seth Braunstein

Chair – RTM Finance Committee



WESTPORT, CONNECTICUT

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

October 17, 2022

Ms. Jennifer S. Tooker
First Selectman
Town Hall
Westport, CT 06880

Re: Request for Appropriation to the Capital and Non-Recurring fund in the amount of \$385,000, for the STEAP Grant sidewalk replacement for the Greens Farms School Zone

Dear Ms. Tooker,

This office herein requests an appropriation to the Capital and Non-recurring fund in the amount of \$385,000.00 for the replacement of the existing sidewalks leading to Greens Farms School from the south. Namely along Morning side Drive South, Hillendale Road and Center Street. The Town was awarded a Small Town Economic Assistance Program, (STEAP), grant in October of 2022, in the amount of \$250,000.00. This project is not in the capital forecast because the sidewalks in question were included in our "unassigned" category of sidewalks to be replaced. The \$250,000.00 will be reimbursed as the work gets completed. The remaining funds, \$185,000.00, represent the Town's required contribution to the project and will not be reimbursed.

The Town currently has approximately 23.4 miles of sidewalk. Of that approximately 4.6 miles, or 24,274 linear feet are currently slated for reconstruction. In this project we propose to replace approximately 4660 linear feet of the sidewalk on Morningside Drive South, Hillendale Road and Center Street.

The work will be bid out utilizing our normal purchasing procedure, and we anticipate doing the construction over the summer of 2023.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich".

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

cc: Gary Conrad, Finance Director
G:\Pw_of\PAR\APPRQST\SidewalkMaintSTEAP2023

FISCAL YEAR 2023

TOWN OF WESTPORT, CT

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 10/17/23

PROJECT NAME AND DESCRIPTION

Sidewalk rehabilitation and construction – This project is a continuation of our effort to maintain our existing sidewalk maintenance by addressing the worst segments of our 24 mile sidewalk network. The \$385k request is proposed to be used to replace approximately 4660lf of sidewalk on Morningside Drive South, Hilandale Road, and Center Street; basically all the existing sidewalks south of the Post Road leading directly to Greens Farms School. Of the \$385k, \$250,000 will be reimbursed by a STEAP grant that the Town was awarded in October of 2022.

IS IT LISTED IN THE 5-YR CAPITAL FORECAST?

YES NO

These sidewalks were not specifically listed but included in the "unassigned" category

The State announced the STEAP Grant in June of 2022 and had a very short window for application. The Greens Farms School zone sidewalks were on our list for reconstruction and were a good fit for the funding request

If no, why not?

If yes, answer the following two questions:

Which FY was the project first proposed?

2014

Which FY was the project first planned?

In 2002 just after the State declared that the Town is responsible for all sidewalks

APPROXIMATE COST:	\$350,000	COST IN CAPITAL FORECAST:	\$0
CONTINGENCY (10%):	\$35,000	←TOTAL REQUEST→	\$385,000
	\$385,000		

SOURCE OF FUNDS:

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

OTHER, DESCRIBE: \$250,000 Small Town Economic Assistance, (STEAP) Grant

PAYBACK PERIOD: N/A

PROJECTED START DATE: April/May 2023	EST. COMPLETION DATE: October/November 2023
ESTIMATED USEFUL LIFE: The replaced sidewalks should last approximately 15 years minimum	

Is this project part of a larger capital project? YES – this program is ongoing every 2 years in lieu of skewing the operating budget

Has an RFP been issued? YES NO

Have bids been received? YES NO Number of bids received: This project will be bid out in Jan/February of 2023

Was the lowest bid the winner? YES NO If not, why? We will be using the low bid

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Who will benefit from the project?
 Pedestrians in the Town of Westport

Is it a replacement? YES NO The sidewalks will be replaced in kind

In the sidewalk inventory we have Approx 24274 lf of
 If yes, describe condition of what is to be replaced: sidewalk rated "poor" condition

Pictures attached? YES NO

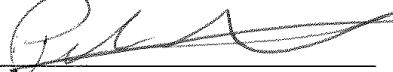

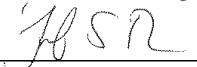
What other approvals/reviews are necessary to begin this project? RTM, BOS

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: 10/17/22
FINANCE DIRECTOR		DATE: 10/19/2022
FIRST SELECTMAN		DATE: 10/19/22

**Joint RTM Finance and Public Works Committee Meeting
Replacement of Existing Sidewalks Leading to Greens Farms School**

November 22, 2022

Meeting via Zoom

The RTM Finance and Public Works Committees met to consider an appropriation of \$385,000 to the Capital and Non-Recurring Account for the replacement of existing sidewalks leading to Greens Farms School along Morning Side Drive South, Hillendale Road and Center Street. The \$385,000 appropriation, should it be approved, includes a contingency of \$35,000 (10%). Further, the cost for this project is expected to be partially offset by a State of Connecticut Small Town Economic Assisatance Program (STEAP) Grant of \$250,000.

In Attendance for the RTM Finance Committee :

- Seth Braunstein – Chairman
- Noah Hammond
- Nancy Kail
- Don O’Day
- Stephen Shackelford

In Attendance for the RTM Public Works Committee:

- Jay Keenan – Chairman
- Lori Church
- Andrew Colabella
- Peter Gold
- Jack Klinge
- Dick Lowenstein
- Matt Mandell
- Don O’Day

Other Westport Officials in attendance:

- Pete Ratkiewich – Public Works Director

DISCUSSION SUMMARY AND VOTE

This project will bring certain sidewalks approaching Greens Farms School to our standard (5 feet wide with viable curbs). It is estimated that 80% of the proposed work will be done on existing surfaces with 20% being all new construction.

The total sidewalk area to be restored on roads leading to Greens Farms School is 4,660 linear feet.

The current cost of building these sidewalks, inclusive of the 10% contingency, is approximately \$83 per linear foot. It was noted that the cost of adding new sidewalks is on par with milling and paving a road.

As stated in the introduction the net cost of the project will be \$135,000 assuming the 10% contingency is spent **and** the STEAP grant is received. Should the STEAP Grant not come through the project will come back to the RTM before construction.

Questions asked by RTM members included whether this project will bring additional signage and crosswalks. The answer was no. Questions asked by the public were whether this project, would bring include additional bike lanes. The answer was no.

The Finance Committee motion was made by Don O'Day and seconded by Nancy Kail with a unanimous 5-0 vote to approve.

The Public Works Committee motion was made by Peter Gold and seconded by Jack Klinge with a unanimous 8-0 vote to approve.



WESTPORT, CONNECTICUT

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

October 17, 2022

Ms. Jennifer S. Tooker
First Selectwoman
Town Hall
Westport, CT 06880

Re: Request for Appropriation along with bond and note authorization to the Municipal Improvement Fund Sidewalk major maintenance expenditure

Dear Ms. Tooker,

This office herein requests an appropriation along with bond and note authorization to the Municipal Improvement Fund in the amount of \$350,000.00 for the maintenance and replacement of our existing sidewalk network. This is an ongoing bi-annual program that was started in 2002. The capital forecast shows \$350,000 this year.

The Town currently has approximately 24 miles of sidewalk. Of that approximately 4.6 miles, or 24,274 linear feet are currently slated for reconstruction. In this project we propose to replace approximately 4000 linear feet of the sidewalk along the roads leading to Bedford Middle School and Coleytown Middle School, as well as some random sections of concrete sidewalk along Riverside Avenue.

The work will be bid out utilizing our normal purchasing procedure in January/February, and we anticipate doing the construction over this coming summer and the next.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich".

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

cc: Gary Conrad, Finance Director
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FISCAL YEAR 2023

TOWN OF WESTPORT, CT

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 10/17/22

PROJECT NAME AND DESCRIPTION
 Sidewalk rehabilitation and construction – This project is a continuation of our effort to maintain our existing sidewalk maintenance by addressing the worst segments of our 23.38 mile sidewalk network. The \$350k request is proposed to be used to replace approximately 4000lf in various locations leading to the Bedford/Staples and Coleytown school complexes, as well as other locations around town where repairs to or replacement of the existing sidewalk is necessary.

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? We started doing this on a bi-annual basis around 2002
 Which FY was the project first planned? 2002 just after the State declared that the Town is responsible for all sidewalks

APPROXIMATE COST:	\$350,000	COST IN CAPITAL FORECAST: \$350,000
CONTINGENCY (0%):	\$350,000	←TOTAL REQUEST→ \$350,000

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:
 PAYBACK PERIOD: N/A

PROJECTED START DATE: May/June 2021 EST. COMPLETION DATE: October/November 2021
 ESTIMATED USEFUL LIFE: The replaced sidewalks should last approximately 15 years minimum

Is this project part of a larger capital project? YES – this program is ongoing every 2 years in lieu of skewing the operating budget

Has an RFP been issued? YES NO
 Have bids been received? YES NO Number of bids received: This project will be bid out in January/February of 2023
 Was the lowest bid the winner? YES NO If not, why? We will be using the low bid

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Who will benefit from the project?
 Pedestrians in the Town of Westport

Is it a replacement? YES NO The sidewalks will be replaced in kind

In the sidewalk inventory we have Approx 24274 lf of
 If yes, describe condition of what is to be replaced: sidewalk rated "poor" condition

Pictures attached? YES NO



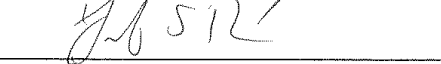
What other approvals/reviews are necessary to begin this project? RTM, BOS

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: _____
FINANCE DIRECTOR		DATE: 10/10/2022
FIRST SELECTMAN		DATE: 10/10/22



WESTPORT, CONNECTICUT

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

October 18, 2022

Jennifer S. Tooker
First Selectwoman
Town Hall
Westport, CT 06880

**Re: Request for Appropriation from Sewer Reserve fund – Purchase of Freightliner 114SD
Vac-con Jet truck**

Dear Ms. Tooker,

This office respectfully requests an appropriation of **\$550,000** for replacement of our 2009 International IH 7400 Vac-con jet truck with a 2023 Freightliner 114SD Vac-con Jet truck. This is a front-line piece of equipment assigned to the Sewage Collection System Division. On a daily basis it is used for maintaining our gravity sewer mains in a clean and serviceable condition as well as being a front-line response vehicle when we experience a sewage backup or clog. This vehicle has a high-pressure jet system to punch through sewer clogs, as well as a backwash head that can be pulled through a sewer main to clean the entire circumference of a pipe. In addition, the truck has a powerful vacuum system to clear out debris and detritus from manholes after clogs are cleared, and/or pipes are cleaned.

Currently Truck #75 is showing signs of fatigue and wear. We anticipate needing numerous other repairs to the vehicle in coming years. In the current used truck environment, and based on recent sales, we anticipate getting a good price for the vehicle at auction, which will be used to offset the cost of the new vehicle.

This truck is scheduled for replacement on the 5-year Capital forecast in FY 2024 at a value of \$500,000. The attached cost summary and specification reflects the base price for the vehicle from Sourcewell Contract 101221-VAC at \$498, 651.00. Rounding the price to \$500,000 and adding a 10% contingency for lights, radios, automatic vehicle locators, etc. totals out the request at \$550,000. This appropriation request is for FY 2024 expenditures and will not be spent until after July 1, 2023. We are asking for the appropriation now to demonstrate Westport's commitment to purchasing the vehicle, so that we can lock in the contract price now in 2022.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich".

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

cc: Gary Conrad, Finance Director

FISCAL YEAR 2024

TOWN OF WESTPORT, CT

JUSTIFICATION FOR A EQUIPMENT/VEHICLE

DEPARTMENT INFORMATION

DEPT NAME: **Public Works - Highway** Date: **10/18/22**

EQUIPMENT OR VEHICLE NAME AND DESCRIPTION
 Truck #75 – Westport Wastewater Collection Department, Replacement of 2009 International IH7400 Vac-con Jet truck with Freightliner model 114SD
 This is an early request to lock in 2022 Sourcewell Pricing; funds will not be spent until July of 2024

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO This truck is scheduled for replacement in FY2024. This is an early request to lock in pricing. Funds will not be spent until July 1, 2023
 If no, why not?

APPROXIMATE COST: **\$550,000 (see attached)** COST IN CAPITAL FORECAST: **\$500,000**
 Source of funds: **Sewer Reserve**

ESTIMATED USEFUL LIFE: **12-15 years**

Has an RFP been issued? YES NO Truck will be purchased utilizing Sourcewell bid
 Have bids been received? YES NO Number of bids received: _____
 Was the lowest bid the winner? YES NO If not, why?

How will the equipment/vehicle be used?
 This truck is used to clear clogs in gravity sewer mains, as well as to perform routine maintenance on problem pipes year-round. It is a front-line piece of equipment that is one of the primary tools we use to prevent and clear sewer overflows

Is it a replacement? YES NO
 If yes, describe condition of what is to be replaced: **2009 International IH7400 Jet truck w/ Vac-con Existing Vehicle is showing signs of wear, and is due for trade-in.**
 Pictures attached? YES NO

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FINANCE

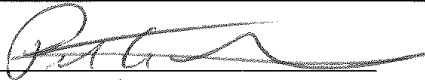

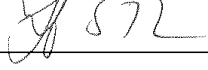
This section to be completed by the Finance Director.

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:

IF APPROVED:

IF NOT APPROVED:

REVIEW/SIGN-OFF

DEPARTMENT HEAD		DATE: 10-18-22
FINANCE DIRECTOR		DATE: 10-19-2022
FIRST SELECTMAN		DATE: 10/18/22

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09/28/2022 NEW SOURCEWELL TITAN COMBINATION JET/VACUUM SEWER CLEANER
SOURCEWELL CONTRACT: 101221-VAC

Customer: WESTPORT WPCA Shipping: CONNECTICUT

Requirement Specification
Combination jet/vacuum sewer cleaner with all standard equipment TAQD311HE/1000 (TITAN PACKAGE)
Upgrade Model to Titan G2 VT310/1000 L H A -P
2023 Freightliner model 114SD 4 x 2, 43,000 GVWR chassis with a 370 HP engine, 3000 RDS transmission *Special Order Chassis
Body mounting on Chassis
Titan Package Including all standard equipment
AQD Fan drive for Titan
10' Aluminum telescoping boom with pendant control station
Front mounted articulating to driver's side hose reel, 600' x 1" capacity
25' aluminum intake hose (1 - 3', 2-5', 1-6' and 1-6.5' catch basin nozzle) with locking quick clamps
Sealed and locking tool boxes
Zink, PPG paint - line on process, "aircraft-grade" primer
12 month standard warranty on module
5# fire extinguisher
Set of triangles
5 year centrifugal compressor (fans) warranty
2 year water pump warranty
5 year water pump drive warranty
500' x 1 " 3000 PSI Jet rodder hose

	Requirement Specification
	Giant water pump system rated 60 GPM @ 3000 PSI with a GM 5.7 Gas 140HP auxiliary engine
	Flat style rear door in lieu of dome style door including hydraulic opener
	Dump high option
	Rear splash guard (2-10 O'clock) tank mounted
	Stainless steel ball on debris body level indicator
	1/4 Turn ball valve water drain
	50' Capacity retractable hand gun hose reel
	Air purge system
	Arctic winter recirculating system rodder hose
	Debris body "Power Flush" system, 8 jets
	Hydro-excavation package
	Pre-tank water filter Y-type
	Water pump remote oil drain
	Winter recirculating connection for low pressure hand-gun
	Hose footage counter
	Power guide "Reel Power" level wind guide
	Auxiliary engine remote oil drain
	Cone rack, hinges style/deck
	Long handle storage PVC
	Rear bumper assembly
	Remote boom grease zerck assembly
	Remote debris tank grease assembly
	LED 4 Strobes (2) front bumper, (2) rear bumper
	LED Arrow stick
	LED Boom mounted flood lights with limb guard

Requirement Specification
LED Flood light - level wind guide
LED Mid body flood lights with guards
LED Rear mounted flood lights with limb guard
LED Strobe with limb guard, rear debris tank mounted
Midbody LED strobes
Mirror mounted LED strobe lights with limb guards
6 Way pendant control station spare
Front bumper camera placement
Low water alarm with light
Rear camera placement
Wireless remote control
Traffic camera with color monitor
48" Extension for high pressure hand wand
Two 72" Extension for high pressure hand wand
Additional water tank sight gauge
6" Knife valve with center post and handle
Aluminum storage box 16" x 42" x 96"
Anti-Sail mud flaps
Debris body prop
Lazy Susan pipe rack
Paper Vac-Con Manual
Remote transfer case engagement
1" x 20' Length leader hose
8" Adjustable air gap with quick clamp
Five 8" Quick clamp, spares

	Requirement Specification
	Paint Module: Elite Deep Blue
	Reflective striping: White
	Undercoat - Vac-Con Module & Chassis
	Two standard ENZ nozzles, one sanitary (egg) and one Chisel point penetrator
	ICC lighting
	Local dealer pre delivery and inspection
	On site customer training
	Delivery to customer facility
	TOTAL PRICE OFFERED TO SOURCEWELL MEMBER
	\$498,651.00

Delivery is _____ **Days after receipt of order.** SOURCEWELL CONTRACT NO 101221-VAC
 VENDOR/CONTRACT HOLDER: VAC-CON, INC. 969 HALL PARK RD GREEN COVE SPRINGS, FL 32043
 CONTACT: M.J. DUBOIS EMAIL MJDUBOIS@DUCOLLC.COM PHONE: 410-924-1004