

Board of Selectwomen Meeting  
December 14, 2022  
APPROVED MINUTES

The Westport Board of Selectwomen, Local Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, December 14, 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, Tom Kiely, Marc Hartog, Christine Alison, Keith Wilberg, John Broadbin, Doug LoMonte, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/317>

MINUTES

1. Andrea Moore presented Item #1. Upon motion by Candice Savin, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

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

*ITEM #2 WAS WITHDRAWN PRIOR TO THE MEETING*

~~2. To take such action as the meeting may determine to approve the request for a waiver under the Town Policy on Encroachments on Town Property (the "Policy") as it relates to decorative stone steps and garden at 181 Riverside Avenue that encroach on the town right-of-way at the northern end of town property at 225 Riverside Ave (Pasacreta Park), contingent upon compliance with the Policy and execution of an Encroachment Easement satisfactory to the Town Attorney's Office.~~

APPROVE WAIVER OF THE TOWN POLICY ON ENCROACHMENTS ON TOWN PROPERTY FOR STONE WALL AT 174 HILLSPOINT ROAD – ITEM POSTPONED

3. Bryan Nesteriak of B&B Engineering, representing the homeowners at 174 Hillspoint Road presented Item #3. Mr. Nesteriak stated that the homeowners are planning a re-build of the home, but wished to have the wall remain, with one portion remaining open to accommodate one driveway. The additional opening will be closed in. Further, he indicated that a portion on the wall is part of a culvert and it would be inadvisable to remove that portion of the wall. Town Engineer Keith Wilberg agreed with that assessment. However, the engineering department opined that a "hardship" was not indicated by the applicants. After further discussion, specifically concerning the upcoming sidewalk design plans on Hillspoint Road, it was determined that the additional information and plans may provide clarity as to whether or not the wall will cause interference or conflict with the proposed sidewalk design. As a result, the Board decided to re-visit the application at a later meeting. Upon motion by Jennifer Tooker, seconded by Andrea Moore, and passing by a vote of 3-0, the item was POSTPONED until such time additional information related to the sidewalk design at that location becomes available.

*ITEM POSTPONED*

To take such action as the meeting may determine to approve the request for a waiver under the Town Policy on Encroachments on Town Property (the "Policy") as it relates to two sections of a fieldstone wall at 174 Hillspoint Road that encroach a total length of approximately 75 feet on the town right-of-way adjacent to the property, contingent upon compliance with the Policy and execution of an Encroachment Easement satisfactory to the Town Attorney's Office.

APPROVE SITE LEASE AGREEMENT BETWEEN THE TOWN AND DISH NETWORK, LLC FOR EQUIPMENT AT FIRE DEPARTMENT HEADQUARTERS CELL TOWER (515 PRE)

4. Attorney Douglas LoMonte of Berchem Moses, PC presented item #4. Attorney LoMonte described the terms and conditions of the Lease, including the negotiated fees and rent. It is a 15-year lease with 1- 5-year renewal option. Upon motion by Andrea Moore, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Site Lease Agreement between the Town of Westport and DISH Network, LLC to co-locate telecommunications equipment at the Fire Department Headquarters cell tower compound at 515 Post Road East is hereby APPROVED.

ACCEPT TRANSFER OF OWNERSHIP OF THREE (3) VEHICLES FROM THE WVEMS TO THE TOWN, AND DECOMMISSION ONE (1) VEHICLE FROM THE TOWN TO WVEMS

5. EMS Deputy Director Marc Hartog presented Item #5. He described the organizational and management operations of EMS and WVEMS and the role of each in provided EMS services to the Town. He provided details on the transfer of ownership of the vehicles purchased, upgraded and utilized by WVEMS and gifted to the Town under the Policy for Gifts to the Town. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that in accordance with the Westport Policy for Gifts to the Town, the transfer of ownership of the following vehicles from the Westport Volunteer Emergency Medical Service (WVEMS) to the Town of Westport:

- a) 2021 Chevrolet Tahoe Four Door SUV upgraded to EMS Fly Car Standards
- b) 2019 John Deer Model Gator, M-Gator 825 Long UTV upgrade to EMS UTV Standards
- c) 2022 Pace Utility Trailer Upgraded to EMS Trailer Standards

Are hereby APPROVED.

And further, RESOLVED, that Unit 605, 1996 Ford Expedition 4 Door, is decommissioned and ownership transferred from the Town of Westport to WVEMS is hereby APPROVED.

APPROVE REFUNDS OF OVERPAYMENTS OF VARIOUS TAXES

6. Tax Collector Christine Alison presented Item #6. Upon motion by Andrea Moore, seconded by Jennifer Tooke and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Tax Collector and in accordance with C.G.S. Sec. 12-129, the refunds of overpayments of 2019, 2020 and 2021 Grand List Year Real Estate, Personal Property, Sewer Use and Motor Vehicle taxes, as presented are hereby APPROVED.

APPROVE CONTRACT BETWEEN THE TOWN AND WISS JANNEY ELTSNER, LLC FOR CONSULTING SERVICES FOR LONG LOTS ELEMENTARY SCHOOL PROJECT

7. Deputy Public Works Director and LLSBC member John Broadbin presented Item #7. Mr. Broadbin provided an overview of the proposed services that Wiss Janney will provide in order to accurately propose a rehabilitation, renovation or full reconstruction of the school. Selectwoman Candice Savin expressed concerns over Wiss Janney's previous engagement relative to the Coleytown Middle School construction project. Deputy Director Broadbin stated that her concerns were the "first" he had heard, and in his professional opinion, the consultants were thorough and knowledgeable. Selectwoman Andrea Moore stated that she was confident that the experienced members of the LLSBC were comfortable in their choice of consultants. Attorney Doug LoMonte of Berchem Moses, PC stated the contract passed legal review. Upon motion by Andrea Moore, seconded by Jennifer Tooker and passing by a vote of 2-1 (Jennifer Tooker and Andrea Moore voting "yes" Candice Savin voting "no") it was:

RESOLVED, that the Consulting Services Agreement between the Town of Westport and Wiss, Janney, Elstner Associates, Inc. as it relates to a professional consulting assessment of existing conditions of the Long Lots Elementary School is hereby APPROVED.

APPROVE CONTRACT BETWEEN THE TOWN AND KOHLER RONAN, LLC FOR HVAC CONSULTING SERVICES FOR LONG LOTS ELEMENTARY SCHOOL PROJECT

8. Deputy Public Works Director and LLSBC member John Broadbin presented Item #8. Mr. Broadbin stated that Kohler Ronan has the qualifications and will work as co-consultants on the project with Wiss Janney. He noted this company has the needed experience to make the appropriate determination given the specified parameters; to assess the condition of the current mechanicals to determine the most appropriate option (rehabilitation, renovation or full reconstruction) of the school. Attorney Doug LoMonte of Berchem Moses, PC stated the contract passed legal review. Upon motion by Andrea Moore, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Consulting Services Agreement between the Town of Westport and Kohler Ronan, LLC. as it relates to a professional consulting assessment of existing mechanical, electrical and plumbing engineering conditions of the Long Lots Elementary School is hereby APPROVED.

ADJOURNMENT

Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, the meeting adjourned at 9:44 AM

*/Eileen Francis/*  
Eileen Francis  
Recording Secretary