

Board of Selectwomen Meeting  
January 11, 2023  
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, January 11, 2023 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, Elaine Daignault, Sibel Yurolmuz, Michelle Perillie, Michael Kronick, Foti Koskinas, Bryan Thompson, presents as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/325>

Prior to the discussing the agenda items, First Selectwoman Jennifer Tooker introduced members of Ukraine International, Inc, Brian and Marshall Mayer, Liz Olegov of Alex21, Mayor Alexander Victoravich Zuravlov of Lyman, Ukraine, and resident Dan Woog, all attending the meeting via Zoom. Mrs. Tooker provided background on the relationship between Lyman and the Town of Westport, citing Mr. Woog's efforts to inform residents and helping to raise funds for Lyman. Ms. Tooker described the recent efforts and communications with various individuals and organizations that made the program successful, including praise and recognition for emergency responders and Ukraine International for establishing a network to get vital equipment directly to the residents and appropriate officials in Ukraine. Marshall and Brian Mayer, as well as the Mayor of Lyman speaking through an interpreter, expressed gratitude to Westport officials and Westport residents for their generosity and outpouring of support.

Mrs. Tooker read a statement on behalf of the Town of Westport formally establishing a Friendship Sister City partnership between the Town of Westport, Connecticut, USA and Lyman, Ukraine.

MINUTES

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

RESOLVED, that the minutes of the Board of Selectwomen's meeting of December 14, 2022 are hereby APPROVED.

APPROVE AMENDED, RESTATED AND RENAMED POP UP DINING PERMIT POLICY AND APPLICATION

2. Selectwoman's Office Manager Eileen Francis and Assistant Town Attorney Eileen Flug presented Item #2. They provided background on the previous permit application and guidelines, stating that the revision provided more comprehensive guidelines and establishes a Policy for the pop up dining structures and requirements for the application. The relevant Town Departments had the opportunity to provide information based on experience and expertise. Attorney Flug noted that this applies only to town roadways and parking lots, and that the Planning & Zoning Commission has the authority to review and approve potential locations on town sidewalks. In the future, town sidewalks may be incorporated into this Policy. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, it was:

RESOLVED, that the Pop Up Café Guidelines and Permit, as amended, re-stated and re-named as Pop Up Dining Permit Policy and Application is hereby APPROVED.

APPROVE INFORMATION SHARING ACCESS AGREEMENT BETWEEN THE DHS/FEMA AND THE TOWN FLOOD PLAIN MANAGEMENT REPORTING

3. Assistant Planning and Zoning Director Michelle Perillie presented Item #3. Ms. Perillie explained the need for annual recertification in the program, and the Town's efforts to help mitigate flooding, noting that certain conditions must be met in order for the Town and its residents to receive discounted insurance rates, among other things. The Agreement will allow certain town employees access to sensitive information that is supplied by DHS/FEMA for the program. Assistant Town Attorney Eileen Flug noted that the Agreement passes legal review. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 3-0, it was:

RESOLVED, that the Information Sharing Access Agreement (ISAA) between the Department of Homeland Security/Federal Emergency Management Agency (DHS/FEMA) and the Town of Westport as it relates to documenting the safeguarding requirements for PII dataset(s) shared by FEMA and the Town of Westport is hereby APPROVED.

APPROVE AGREEMENTS BY AND BETWEEN THE TOWN AND POSITIVE DIRECTIONS/WESTPORT PREVENTION COALITION

4. Department of Human Services Director Elaine Daignault presented Item #4. Ms. Daignault provided background on the programs, as well as the terms. Assistant Town Attorney Eileen Flug explained the legal requirements. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 3-0, it was:

RESOLVED, that the following Agreements by and between the Town of Westport and Positive Directions, The Center for Prevention and Counseling, Inc.:

- (i) Consulting Agreement Renewal for the Westport Prevention Coalition
- (ii) Consulting Agreement for the Counseling Assistance Program
- (iii) Business Associate Agreement - Positive Directions

Are hereby APPROVED.

APPROVE ACCEPTANCE OF GIFT BETWEEN 5,001 AND 20,000 TO THE HUMAN SERVICES DEPARTMENT

5. Department of Human Services Director Elaine Daignault presented Item #5. Ms. Daignault explained that the generous donation would be used to offset instructor fees for participants of WCSA activities. Upon motion by Candice Savin, seconded by Andrea Moore, and passing by a vote of 3-0, it was:

RESOLVED, that the acceptance of a donation to the Human Services Department/Westport Center for Senior Activities in the amount of \$8,000 is hereby APPROVED.

*BOS Items #6 and #7 are included in the WPCA Minutes of 01-11-2023*

ADJOURNMENT

Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 3-0 the meeting was adjourned at 10:15 AM

*/Eileen Francis/*

Eileen Francis, Recording Secretary