

Board of Selectwomen Meeting  
August 16, 2023  
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, August 16, 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, Tom Kiely, Eileen Flug, Al D'Amura, Foti Koskinas, Elaine Daignault, Jennifer Fava, Gary Conrad, Peter Ratkiewich, Nick Marsan, Eileen Zhang, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/410>

MINUTES

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

RESOLVED, that the minutes of the Board of Selectwomen's and the Water Pollution Control Authority's meetings of July 26, 2023 is hereby APPROVED.

AS TRAFFIC AUTHORITY, APPROVE RE-ESTABLISHMENT OF ENFORCEMENT AND UPDATE 1 – 2 HOUR PARKING LIMITS TO 3- HOUR LIMIT AND ENFORCEMENT FROM 8:00 AM TO 6:00 PM IN DOWNTOWN ROADWAYS AND PARKING LOTS

2. Operations Director Tom Kiely and Staff Corporal Al D'Amura presented Item #2. Mr. Kiely made note of the numbers of private and public parking spaces in the area and those that would be affected by the change in enforcement hours and time limits. Members of the public spoke, some in favor, some opposed to the time limits, in addition to some expressing a desire to postpone the decision. First Selectwoman Tooker reminded attendees that the issue before the Local Traffic Authority was for re-establishing enforcement and to have uniformity throughout Downtown relative to parking limits and enforcement times. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 2-1 (Jen Tooker and Andrea Moore in favor, Candice Savin opposed) it was:

RESOLVED, that acting in its capacity as the Local Traffic Authority, the enforcement of timed parking limits previously suspended by the Board of Selectmen at its public meeting of June 10, 2020 is hereby RE-ESTABLISHED; and further, that uniform parking limits and times of enforcement throughout the town-managed and owned downtown parking lots known as Parker Harding Plaza, Sigrid Shultz Plaza, Baldwin, Bay Street, Jesup Road, and Taylor, and the Town roadways known as Main Street, Church Lane, Bay Street, and Taylor Place, by changing FROM the currently posted "1- and 2- hour parking" limits TO "3-hour parking" limits and enforcement times TO "8:00 AM to 6:00 PM." and the request for permission from the CT DOT to change the current parking term limits posted on Post Road East FROM "1- and 2-hour parking" TO "3-hour parking" are hereby APPROVED.

APPROVE REMARKABLE THEATER'S USE OF TOWN PROPERTY (IMPERIAL LOT) FOR AUGUST 28 THROUGH NOVEMBER 3, 2023

3. Douglas Tirola, representing Remarkable Theater presented Item #3. Mr. Tirola explained that the organization was unable to provide for the set up in the previously approved months, but was hopeful that it would be able to for late August through November 3. He agreed that the Remarkable Theater

representatives would work closely with other organizations to ensure there was no overlap or conflict with the use of the Town-owned parking lot. A representative from the Levitt Pavilion spoke indicating that the Levitt, due to the nature of its business transactions, is able to confirm available dates two weeks out. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the request from the Remarkable Theater, LLC for the use of the Town owned Property known as the Imperial Avenue Parking Lot on proposed dates from August 28, 2023 through November 3, 2023 for the Remarkable Theater Drive-in, contingent upon compliance with recommendations and inspections from relevant Town departments and in accordance with the Policy for the Use of Town Property, Facilities and/or Public Roadways, as well as agreement to coordinate with other organizations who utilize the Imperial Avenue Parking Lot is hereby APPROVED.

APPROVE ACCEPTANCE OF ANONYMOUS 6,000 DONATION TO WCSA

4. Director of Human Services Elaine Daignault presented Item #4. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED that in accordance with the Policy for Gifts to the Town, the acceptance of the anonymous donation in the amount of \$6,000 to the Westport Center for Senior Activities Fund is hereby APPROVED.

APPROVE PARKS & RECREATION FEES FOR YOUTH BASKETBALL, SWIM INSTRUCTION, ICE SKATING, PICKLEBALL

5. Director of Parks & Recreation Jennifer Fava presented Item #5. Ms. Fava provided explanations as to the process by which the department determined the proposed fees, including its cost recovery program and Financial Sustainability Policy. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Parks & Recreation Commission, to approve the following proposed fees, as filed with the Town Clerk with additional descriptions on July 24, 2023:

<u>Description/Level</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<b>Youth Basketball</b>		
Ages 3-4	\$80	\$100
K & Grade 1	\$80	\$125
Grades 2 – 8	\$145	\$180
Grades 9-12	\$145	\$180
<b>Swim Instruction</b>		
Level 1 & 2	\$40	\$75
Level 3-6	\$40	\$100
Level 4-6	\$40	\$100
Intro. To Competitive Swim	\$130	\$225
<b>Ice Skating</b>		
All Lessons	\$195	\$205
<b>Pickleball</b>		
Winter Lessons	\$175	\$200

Are hereby APPROVED.

WITHDRAWN 08-15-2023

~~6. To take such action as the meeting may determine to approve the Agreement for Paramedic Services and the related Business Associate Agreement between the Town of Westport and the Norwalk Hospital Association as it relates to acquisition of the designated services of the Hospital's paramedics to augment coverage provided by the Westport Emergency Medical Services (WEMS).~~

WITHDRAWN 08-15-2023

~~7. To take such action as the meeting may determine to approve Business Associate Agreement and Terms of Use between the Town of Westport and Pulsara for use of its communications app by Westport EMS.~~

APPROVE AGREEMENT BETWEEN THE TOWN AND HARTFORD HEALTH CARE MEDICAL GROUP

8. Finance Director Gary Conrad presented Item #8. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the Agreement between the Town of Westport and Hartford Health Care Medical Group as it relates to annual physicals and certain workers compensation exams for Police, Fire, EMS and town employees is hereby APPROVED.

APPROVE GRANT AGREEMENT BETWEEN THE US DOT FHA AND TOWN OF WESTPORT FOR SS4A ACTION PLAN GRANT

9. Director of Public Works Peter Ratkiewich and Deputy Fire Chief Nick Marsan presented Item #9. Mr. Ratkiewich noted that this Agreement for a Planning Grant is for the comprehensive analysis of traffic and safety across town, including state and town roadways, including all modes of transportation. The Plan must be on file with the US DOT before applying for any proposed implementation grants. The town's matching funds portion was appropriated by the RTM. First Selectwoman Tooker thanked all those involved with procuring and working on the program. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the Grant Agreement Under the Fiscal Year 2022 Safe Steets and Roads For All (SS4A) Grant Program between the US Department of Transportation Federal Highway Administration and the Town of Westport reflecting the selection of the Town of Westport to receive the SS4A Action Plan Grant is hereby APPROVED.

APPROVE SOFTWARE END USER LICENSE AGREEMENT BETWEEN PDQ.COM AND TOWN OF WESTPORT

10. IT Director Eileen Zhang presented Item #10. Ms. Zhang explained the software product. Upon motion by Candice Savin, seconded by Andrea Moore, and passing by vote of 3-0, it was:

RESOLVED, that the Software End User License Agreement and Software-as-a-Service Agreement between PDQ.com Corporation and the Town of Westport as it relates to computer licensing software is hereby APPROVED.

*BOS ITEM #11 is included in the WPCA Minutes of 08-16-2023*

ADJOURNMENT

Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, the meeting adjourned at 11:03 AM.

*/Eileen Francis/*

Eileen Francis, Recording Secretary