



Board of Finance

Town Hall, 110 Myrtle Avenue
Westport, CT 06880
BOF@westportct.gov

WESTPORTSM

NOTICE AND AGENDA OF BOARD OF FINANCE MEETING

SPECIAL NOTICE ABOUT PROCEDURES FOR THIS MEETING:

This meeting will be held IN-PERSON IN THE AUDITORIUM OF THE WESTPORT TOWN HALL. The meeting will also be live streamed on the Town Website westportct.gov (on the website, select "How Do I" Heading, and select "Watch Town Meetings") and shown on Optimum Government Access Channel 79. Meeting materials will be available at westportct.gov along with the meeting notice posted on the Meeting List & Calendar page.

NOTICE OF BOARD OF FINANCE PUBLIC MEETING

The Board of Finance will hold a Public Meeting on **Wednesday, December 6, 2023 at 7:30 p.m. in the Auditorium of the Westport Town Hall** for the following purposes:

AGENDA

1. Election of Board of Finance Chairman and Vice Chairman.
2. To approve the Board of Finance Minutes of the November 1, 2023 Regular Meeting.
3. Financial Report from the Finance Director. (Discussion Only)
4. Appointees of new members of the Board of Finance Audit Sub-Committee.
5. Status Update from the Audit Manager. (Discussion Only)
6. Long Lots Building Project. (Discussion Only)
7. Board of Education 1st quarter Financial Report from the BOE Chief Financial Officer. (Discussion Only)
8. Upon the request of the Director of Human Services, to approve an appropriation of \$13,000 to the Senior Services WSCA Salary Account 10105530-511000 to increase part-time position from 25 hours to 35 hours for the remainder of FY 2023-2024.
9. Upon the request of the Director of Human Services, to approve the following transfer from the American Rescue Plan Act (ARPA) Funds to cover the following costs:

From:	ARPA Emergency Assistance Account 51005520-588102	\$57,533.32
To:	ARPA Mental Health Account 5100520-588101	\$32,533.32
	APRA Job Search Program at Library Account 51005520-588116	\$25,000.00

10. Upon the request of the Director of Human Services, to approve an appropriation of \$70,561 from the Capital and Non-Recurring Fund Account 31505530-500383 for outdoor improvements at the Westport's Center for Senior Activities (WCSA) and a vehicle to assist in the delivery of home delivered meals and other WCSA business. This is reimbursable by the Southwest Connecticut Agency on Aging - American Rescue Plan Act (ARPA) Senior Center Grant.
11. Upon the request of the Deputy Chief of Police, to approve an appropriation of \$362,194.37 from the Capital and Non-Recurring Fund Account 31502210-500212-22101 for the replacement of the existing 2006 Boston Whaler "Marine II" police patrol boat.
12. Upon the request of the Deputy Chief of Police, to approve an appropriation of \$85,840 from the Capital and Non-Recurring Fund Account 31502210-500244 for the replacement of the two existing motors for the Marine I police patrol boat.
13. Upon the request of the Deputy Chief of Police, to approve an appropriation from the Railroad Parking Reserve Account 2900219-588000 of \$18,000 to the Railroad Parking Facility Improvement Account 21002219-572200 for 16 replacement light fixtures at the Saugatuck train station.
14. Upon the request of the Director of Public Works, to approve an appropriation of \$65,000 from the Capital and Non-Recurring Fund Account 31503310-500382 for the purchase of one (1) F350 Building Maintenance Service Truck.
15. Upon the request of the Director of Public Works, to approve an appropriation of \$250,000 from the American Rescue Plan Act (ARPA) Fund 51003310-588106 for additional Post Road bus shelters.
16. Upon the request of the Director of Public Works, to approve an appropriation of \$275,000 from the Sewer Reserve Fund Account 32003330-500462-10131 for the third round of emergency repairs to the Pump Station #10 force main.
17. Upon the request of the Assistant Town Attorney, to approve a 40-Year Deed Restriction for Dwelling at 136 Riverside Avenue.
18. To review the 2024 Board of Finance Calendar. (Discussion Only)

It is the policy of the Town of Westport that all Town-sponsored public meetings and events are accessible to people with disabilities. If you need assistance in participating in a meeting or event due to a disability as defined under the Americans with Disabilities Act, please contact Westport's ADA Coordinator at 203-341-1043 or at least three (3) business days prior to the scheduled meeting or event to request an accommodation.



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DRAFT

NOTICE OF BOARD OF FINANCE PUBLIC MEETING

The Board of Finance held a Public Meeting on **Wednesday, November 1, 2023 at 7:30 p.m. in the Auditorium of the Westport Town Hall** for the following purposes:

Attendees: Brian Stern, Jeff Hammer, Jim Foster, Lee Caney, Sheri Gordon, Mike Keller, Perry Winter.

AGENDA

1. To approve the Board of Finance Minutes of the October 4, 2023 Regular Meeting and the October 24, 2023 Special Meeting. **Motion to Approve: Keller, second, Winter. Vote 7-0-0.**
2. Financial Report from the Finance Director. (Discussion Only) **Gary Conrad presented.**
3. Status Update from the Audit Manager. (Discussion Only) **Gary Conrad presented.**
4. Long Lots Building Project. (Discussion Only) **Brian Stern presented.**
5. Upon the request of the Superintendent of Schools, to approve an Appropriation in the amount of \$1,367,260 for the Board of Education FY24 building projects. **Motion to Approve: Stern, second, Winter. Vote 7-0-0.**
6. Upon the request of the Department of Human Services, to approve an Appropriation for \$1,125,000 to the SC2015803HWH Fund 9000500-588000-9211 for the CT Department of Housing/Small Cities Community Development Block Grant SC2015803. **Motion to Approve: Gordon, second, Foster. Vote 7-0-0.**
7. Upon the request of the Assessor, to approve an Appropriation for \$30,000 to the Capital and Non-Recurring Account 31501154-500175 for the 2020 Revaluation. **The Appropriation was changed to \$40,000. Motion to Approve: Gordon, second, Hammer. Vote 7-0-0.**
8. Upon the request of the Assessor, to approve an appropriation of \$800,000 to the Capital and Non-Recurring Account 31501154-500187 for the 2025 Revaluation of all Properties in Westport. **Motion to Approve: Gordon, second, Winter. Vote 7-0-0.**

Meeting to Adjourn: Caney, second, Winter. Vote 7-0-0.

Meeting Adjourned: 8:45pm

Meeting notes respectfully submitted by James Foster, Vice Chair.

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 1Q
September 30, 2023
 Theoretical Expenditure Rate: 25%

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense (ua)	Object Code	Descriptions	2023-2024 ADOPTED BUDGET	2023-2024 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2023-2024 ENCUMBERED TO DATE	2023-2024 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
5,590,982	5,415,676	5,683,480	100	Certified Administrators	5,697,691	5,697,691	-	4,267,268	1,362,302	24%	5,000	5,634,570	63,121	1.1%
2,182,792	2,214,083	2,265,525	101	Directors	2,299,708	2,299,708	-	1,787,487	531,471	23%		2,318,957	(19,249)	-0.8%
24,083,223	24,486,391	25,867,482	102	Reg Ed Teachers	26,186,673	26,186,673	-	22,961,655	3,479,753	13%		26,441,408	(254,735)	-1.0%
12,009,702	12,318,392	12,651,788	103	Special Area Teachers	13,048,351	13,048,351	-	11,185,108	1,683,816	13%		12,868,924	179,427	1.4%
4,465,194	4,554,666	4,784,104	104	Support Teachers	5,091,809	5,091,809	-	4,533,202	677,146	13%		5,210,348	(118,539)	-2.3%
54,191	55,004	28,578	105	Curr/Instr Resource	56,946	56,946	-	48,810	8,135	14%	(5,700)	51,246	5,701	10.0%
846,541	934,984	982,912	107	Library/Media Teachers	1,016,058	1,016,058	-	884,827	131,600	13%		1,016,427	(369)	0.0%
1,416,076	1,602,538	1,622,814	108	Guidance	1,693,080	1,693,080	-	1,387,936	254,366	15%	(40,000)	1,602,302	90,778	5.4%
4,848,325	5,286,516	5,297,091	109	Special Ed Teachers	5,744,388	5,744,388	-	4,893,134	955,990	17%		5,849,125	(104,737)	-1.8%
1,742,037	1,825,266	1,900,831	110	Psychologists	2,063,960	2,063,960	-	1,737,476	328,316	16%		2,065,792	(1,832)	-0.1%
255,798	269,235	273,003	113	Social Workers	285,771	285,771	-	244,466	42,372	15%		286,838	(1,067)	-0.4%
1,605,864	1,658,018	1,768,513	114	Speech/Hearing Therapists	1,814,284	1,814,284	-	1,544,969	306,713	17%		1,851,681	(37,397)	-2.1%
117,929	124,363	125,371	115	Staff Dev/Leadership	144,475	144,475	-	89,938	13,802	10%	40,735	144,475	-	0.0%
548,118	719,566	821,233	116	Extra-Curricular	772,499	772,499	-	42,538	10,167	1%	719,794	772,499	-	0.0%
606,783	661,159	641,913	118	Coaches-Intrmral/Intrschlstic	581,898	581,898	-	-	-	0%	581,898	581,898	-	0.0%
141,990	128,138	172,661	119	Curriculum Work/Other	165,273	165,273	-	-	84,154	51%	81,119	165,273	-	0.0%
\$ 60,515,545	\$ 62,253,995 2.9%	\$ 64,887,299 4.2%		Sub-Total Certified Salaries	\$ 66,662,864 2.7%	\$ 66,662,864 2.7%	\$ -	\$ 55,608,814 83.4%	\$ 9,870,101 14.8%		\$ 1,382,846 2.1%	\$ 66,861,762 100.3%	(198,898) -0.3%	-0.3%
1,267,354	1,267,636	1,344,955	120	Support Supervisors	1,349,388	1,349,388	-	989,712	374,105	28%		1,363,817	(14,429)	-1.1%
2,556,368	2,633,283	2,663,848	121	Secretaries	2,881,937	2,881,937	-	1,906,365	708,241	25%	120,000	2,734,606	147,331	5.1%
1,836,013	1,850,322	1,859,050	122	Paraprofessionals	1,914,654	1,914,654	-	1,600,762	243,506	13%		1,844,268	70,386	3.7%
3,224,924	3,646,830	4,161,884	123	Sped Paraprofessionals	4,169,041	4,169,041	-	3,382,836	719,042	17%	21,000	4,122,878	46,163	1.1%
2,955,717	2,959,488	2,988,072	124	Custodians	3,006,568	3,006,568	-	2,233,533	813,938	27%	37,000	3,084,471	(77,903)	-2.6%
633,764	640,968	638,260	125	Maintainers	673,986	673,986	-	429,142	158,087	23%	70,000	657,229	16,757	2.5%
930,843	956,898	972,244	126	Nurses	1,004,090	1,004,090	-	844,126	156,084	16%		1,000,210	3,880	0.4%
252,820	269,269	283,965	127	Nurses Aides	294,085	294,085	-	253,444	41,436	14%	500	295,380	(1,295)	-0.4%
616,951	630,832	595,756	128	Technology Assistants	620,599	620,599	-	435,432	158,957	26%		594,389	26,210	4.2%
315,704	307,761	324,742	129	Security Aides	333,036	333,036	-	243,839	38,718	12%	30,000	312,556	20,480	6.1%
86,823	145,507	195,750	130	Bus Monitors	170,000	170,000	-	-	30,531	18%	139,469	170,000	0	0.0%
210,585	229,013	248,813	131	Athletics	240,000	240,000	-	128,955	34,204	14%	38,000	201,159	38,841	16.2%
145,620	157,065	155,889	133	Other	207,945	207,945	-	194,150	29,641	14%		223,791	(15,846)	-7.6%
800,867	883,850	907,526	135	Occupational Therapists	904,022	904,022	-	791,805	151,251	17%		943,056	(39,034)	-4.3%
189,247	195,577	199,384	136	Physical Therapists	205,548	205,548	-	169,279	39,616	19%		208,895	(3,347)	-1.6%
21,375	21,375	21,375	140	Adult Ed Mandated	22,000	22,000	-	-	-	0%	22,000	22,000	-	0.0%
\$ 16,044,975	\$ 16,795,676 4.7%	\$ 17,561,513 4.6%		Sub-Total Non-Certified Salaries	\$ 17,996,899 2.5%	\$ 17,996,899 2.5%	\$ -	\$ 13,603,379 75.6%	\$ 3,697,355 20.5%		\$ 477,969 2.7%	\$ 17,778,703 98.8%	218,196 1.2%	1.2%
352,170	260,522	345,030	150	Perm Cert Subs	425,880	425,880	-	314,838	22,934	5%	50,000	387,772	38,108	8.9%
81,523	209,862	304,867	151	Daily Cert Subs	165,530	165,530	-	107,110	8,069	5%	50,351	165,530	-	0.0%

WESTPORT PUBLIC SCHOOLS
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5,925	25,915	24,809	152	Staff Training Cert Subs	39,832	39,832	-	-	-	0%	25,000	25,000	14,832	37.2%
27,864	15,420	11,375	153	PPT Cert Subs	46,470	46,470	-	-	313	1%	20,000	20,313	26,158	56.3%
722,147	741,257	764,855	154	Long Term Subs	896,211	896,211	-	280,574	40,351	5%	575,286	896,211	-	0.0%
279,249	272,413	246,571	155	Non-Cert Subs	325,024	325,024	-	276,185	43,271	13%	78,000	397,455	(72,431)	-22.3%
750,817	805,012	689,881	156	Overtime	750,000	750,000	-	-	181,503	24%	568,497	750,000	-	0.0%
\$ 2,219,695	\$ 2,330,401	\$ 2,387,388		Sub-Total Other Salaries	\$ 2,648,947	\$ 2,648,947	\$ -	\$ 978,707	\$ 296,440		\$ 1,367,134	\$ 2,642,281	6,666	0.3%
	5.0%	2.4%			11.0%	11.0%		36.9%	11.2%		51.6%	99.7%	0.3%	
\$ 78,780,215	\$ 81,380,073	\$ 84,836,200		TOTAL SALARIES	\$ 87,308,710	\$ 87,308,710	\$ -	\$ 70,190,900	\$ 13,863,897		\$ 3,227,949	\$ 87,282,746	25,964	0.0%
	3.3%	4.2%			2.9%	2.9%		80.4%	15.9%		3.7%	100.0%	0.0%	
16,406,438	16,742,040	16,331,194	210	Health Insurance	17,746,820	17,746,820	-	11,548,535	5,654,221	32%	544,064	17,746,820	-	0.0%
261,737	271,477	276,927	211	Group Life Insurance	356,872	356,872	-	276,101	70,377	20%	-	346,478	10,394	2.9%
36,875	38,995	42,500	212	Teacher Child Care (WEA)	43,000	43,000	-	-	-	0%	43,000	43,000	-	0.0%
25,155	15,500	14,884	213	Health Insurance Waiver	25,000	25,000	-	12,000	1,024	4%	4,000	17,024	7,976	31.9%
2,184,387	2,270,281	2,363,870	220	FICA/Medicare	2,443,192	2,443,192	-	1,935,396	430,730	18%	-	2,366,125	77,067	3.2%
20,049	22,360	25,367	240	Course Reimbursement	28,000	28,000	-	1,394	9,369	33%	17,237	28,000	-	0.0%
86,090	57,923	50,000	250	Unemployment Compensation	70,000	70,000	-	60,000	3,072	4%	-	63,072	6,928	9.9%
395,669	404,327	392,513	260	Workers Compensation	400,000	400,000	-	207,959	195,957	49%	-	403,916	(3,916)	-1.0%
31,434	32,052	35,782	287	Uniform Allowance	36,000	36,000	-	3,933	29,717	83%	2,350	36,000	-	0.0%
34,543	43,797	36,536	290	Other Employee Benefits	38,000	38,000	-	12,798	22,359	59%	11,000	46,157	(8,157)	-21.5%
\$ 19,482,377	\$ 19,898,752	\$ 19,569,573		TOTAL BENEFITS	\$ 21,186,884	\$ 21,186,884	\$ -	\$ 14,058,116	\$ 6,416,825		\$ 621,651	\$ 21,096,592	90,292	0.4%
	2.1%	-1.7%			8.3%	8.3%		66.4%	30.3%		2.9%	99.6%	0.4%	
135,542	147,803	75,350	320	HomeBound	75,000	75,000	-	-	7,145	10%	67,855	75,000	-	0.0%
3,481	7,849	9,628	321	Gifted Activities	11,612	11,612	-	-	-	0%	11,612	11,612	-	0.0%
102,000	120,900	115,570	322	Educational Interns	185,750	185,750	-	-	-	0%	153,000	153,000	32,750	17.6%
203,115	327,750	354,667	323	Instr Program Improvements	402,835	402,835	-	112,048	43,288	11%	247,499	402,835	-	0.0%
8,259	7,361	6,863	324	Pupil Services	13,000	13,000	-	8,175	2,371	18%	2,454	13,000	-	0.0%
297,523	283,788	317,578	325	PPT Consultations	295,000	295,000	-	280,774	14,226	5%	-	295,000	-	0.0%
116,060	120,700	120,048	327	Student Evaluations-Outside	125,000	125,000	-	99,100	14,400	12%	11,500	125,000	-	0.0%
8,000	17,000	20,000	328	Medical Advisors	20,000	20,000	-	12,000	-	0%	8,000	20,000	-	0.0%
510,642	547,225	495,192	330	Other Prof/Tech Services	554,405	554,405	-	221,748	120,743	22%	211,914	554,405	-	0.0%
455,999	498,481	574,159	331	Legal/Negotiations	675,000	675,000	-	384,866	81,427	12%	208,707	675,000	-	0.0%
\$ 1,840,621	\$ 2,078,855	\$ 2,089,055		TOTAL PURCHASED SERVICES	\$ 2,357,602	\$ 2,357,602	\$ -	\$ 1,118,711	\$ 283,600		\$ 922,541	\$ 2,324,852	32,750	1.4%
	12.9%	0.5%			12.9%	12.9%		47.5%	12.0%		39.1%	98.6%	1.4%	
96,897	93,962	102,975	411	Water/Sewer	99,356	99,356	-	85,068	14,288	14%	-	99,356	-	0.0%
2,227,890	2,009,741	1,746,787	413	Electricity	2,441,053	2,441,053	-	796,161	866,406	35%	400,000	2,062,567	378,486	15.5%
920,331	730,747	990,451	414	Natural Gas	917,148	917,148	-	896,017	21,131	2%	70,000	987,148	(70,000)	-7.6%

WESTPORT PUBLIC SCHOOLS
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19,576	20,677	20,997	415	Heating Oil	19,981	19,981	-	19,981	-	0%		19,981	-	0.0%
586,868	641,038	713,590	421	Contracted Maintenance	874,775	874,775	-	455,336	351,631	40%	67,808	874,775	-	0.0%
578,915	1,077,750	690,107	431	Building Maintenance	660,000	660,000	-	67,836	194,464	29%	397,700	660,000	-	0.0%
199,693	160,511	370,587	432	Grounds Maintenance	351,140	351,140	-	192,559	81,661	23%	76,920	351,140	-	0.0%
120,343	119,355	112,333	433	Repair Equip (Instructional)	165,749	165,749	-	28,153	11,913	7%	125,683	165,749	-	0.0%
46,294	46,579	61,590	434	Repair Equip (Non-Instructional)	79,750	79,750	-	778	2,100	3%	76,872	79,750	-	0.0%
572,757	307,734	248,412	435	Building Projects	855,019	855,019	-	613,581	71,057	8%	170,381	855,019	-	0.0%
63,760	32,439	148,482	436	Grounds Projects	174,500	174,500	-	1,825	36,049	21%	136,626	174,500	-	0.0%
506,488	215,931	194,816	437	Restore/Prevent Maintenance	322,500	322,500	-	15,716	116,170	36%	190,614	322,500	-	0.0%
151,099	154,741	167,061	440	Equip Rentals & Copiers	176,796	176,796	-	145,347	21,933	12%	9,516	176,796	-	0.0%
50,651	52,424	54,259	441	Building Rental	56,975	56,975	-	42,163	13,999	25%	813	56,975	-	0.0%
8,890	10,731	13,152	450	Gas/Travel Maintenance	9,500	9,500	-	7,167	2,333	25%		9,500	-	0.0%
294,970	303,269	210,877	451	Custodial Supplies	321,764	321,764	-	-	67,023	21%	254,741	321,764	-	0.0%
391,962	282,942	342,900	452	Maintenance Supplies	300,000	300,000	-	1,776	77,564	26%	220,660	300,000	-	0.0%
105,733	135,710	205,464	490	School Security	160,000	160,000	-	68,158	79,137	49%	12,705	160,000	-	0.0%
\$ 6,943,117	\$ 6,396,280	\$ 6,394,840		TOTAL PROPERTY SERVICES	\$ 7,986,006	\$ 7,986,006	\$ -	\$ 3,437,621.48	\$ 2,028,860		\$ 2,211,039	\$ 7,677,520	308,486	3.9%
	-7.9%	0.0%			24.9%	24.9%		43.0%	25.4%		27.7%	96.1%	3.9%	
4,006,047	3,808,178	3,784,907	510	Transportation - Regular	4,669,475	4,669,475	-	2,357,067	2,336,817	50%	(128,364)	4,565,519	103,956	2.2%
945,610	1,143,307	1,345,844	511	Trans-Spec Ed-Internal	1,482,249	1,482,249	-	657,840	491,520	33%	298,237	1,447,597	34,652	2.3%
170,646	297,909	281,949	512	Trans-Spec Ed-Public	366,614	366,614	-	281,764	(360)	0%		281,404	85,210	23.2%
318,331	889,316	677,060	513	Trans-Spec Ed-Private	784,400	784,400	-	562,046	66,170	8%	120,000	748,216	36,184	4.6%
18,975	33,985	58,063	516	Trans-Field Trips	77,935	77,935	-	34,824	-	0%	43,111	77,935	-	0.0%
142,913	282,145	306,650	517	Gasoline-Buses	400,000	400,000	-	360,000	-	0%		360,000	40,000	10.0%
191,554	47,925	143,076	520	Property Insurance	172,869	172,869	-	139,201	84,918	49%	(40,758)	183,361	(10,492)	-6.1%
9,777	9,777	9,182	521	Flood Insurance	12,145	12,145	-	-	-	0%	4,262	4,262	7,883	64.9%
345,442	429,358	389,052	523	Liability Insurance	419,996	419,996	-	246,036	130,184	31%	40,758	416,978	3,018	0.7%
120,752	101,658	94,069	529	Athletic Insurance	105,000	105,000	-	-	84,259	80%		84,259	20,741	19.8%
406,705	626,421	647,361	530	Communication Systems	619,260	619,260	-	221,594	329,020	53%	122,646	673,260	(54,000)	-8.7%
13,647	21,020	29,745	535	Postage	30,000	30,000	-	28,820	1,180	4%		30,000	-	0.0%
18,722	10,298	11,529	540	Advertising	18,000	18,000	-	6,690	310	2%	6,000	13,000	5,000	27.8%
11,758	16,453	15,663	550	Printing	20,800	20,800	-	3,500	2,735	13%	11,000	17,235	3,565	17.1%
2,690,481	3,083,002	2,469,831	560	Tuition-Public	2,804,805	2,804,805	-	3,502,868	950,880	34%	(1,000,000)	3,453,748	(648,943)	-23.1%
-	-	-	563	Tuition-Court & Agency Placed	-	-	-	-	-	0%		-	-	0.0%
1,324,753	1,150,893	1,295,457	567	Tuition-Litigation	1,050,000	1,050,000	-	318,483	50,467	5%	681,050	1,050,000	-	0.0%
-	15,048	14,053	569	Tuition-Summer Programs	21,000	21,000	-	-	33,088	158%		33,088	(12,088)	-57.6%
42,334	40,007	42,379	580	Staff Travel/Mileage	64,175	64,175	-	27,200	9,618	15%	9,000	45,818	18,357	28.6%
\$ 10,778,447	\$ 12,006,701	\$ 11,615,870		TOTAL OTHER PURCH SERVICES	\$ 13,118,723	\$ 13,118,723	\$ -	\$ 8,747,933	\$ 4,570,804		\$ 166,942	\$ 13,485,679	(366,956)	-2.8%
	11.4%	-3.3%			12.9%	12.9%		66.7%	34.8%		1.3%	102.8%	-2.8%	

WESTPORT PUBLIC SCHOOLS
Quarterly Financial Report - 1Q
September 30, 2023
Theoretical Expenditure Rate: 25%

2020-2021 Year-End Expense	2021-2022 Year-End Expense	2022-2023 Year-End Expense (ua)	Object Code	Descriptions	2023-2024 ADOPTED BUDGET	2023-2024 ADJUSTED BUDGET	BUDGET ADJUSTMENT	2023-2024 ENCUMBERED TO DATE	2023-2024 EXPENDED TO DATE	YTD %	ESTIMATED ADJUSTMENTS	PROJECTED TO EOY	BALANCE AVAILABLE	Balance Available %
798,327	810,901	875,774	611	Supplies-Instructional	834,740	834,740	-	255,576	358,970	43%	220,194	834,740	-	0.0%
954,709	961,856	1,042,280	612	Software	1,147,255	1,147,255	-	122,711	838,455	73%	186,089	1,147,255	-	0.0%
171,334	141,759	150,800	613	Tech Supplies	151,925	151,925	-	12,386	23,203	15%	116,336	151,925	-	0.0%
34,135	31,943	32,213	615	Graduation Expenses	33,300	33,300	-	20,314	14	0%	12,972	33,300	-	0.0%
398,661	419,655	410,798	641	Textbooks	349,165	349,165	-	81,957	120,872	35%	146,336	349,165	-	0.0%
101,425	89,283	103,157	642	Library Books & Periodicals	96,084	96,084	-	19,386	24,994	26%	51,704	96,084	-	0.0%
8,860	10,090	10,686	643	A/V Materials	10,908	10,908	-	255	4,569	42%	6,084	10,908	-	0.0%
159,039	141,969	164,919	690	Non Instructional Supplies	170,316	170,316	-	59,629	56,913	33%	53,774	170,316	-	0.0%
43,002	14,017	12,463	691	Health Supplies	18,000	18,000	-	1,955	6,196	34%	9,849	18,000	-	0.0%
\$ 2,669,492	\$ 2,621,473	\$ 2,803,090		TOTAL SUPPLIES AND MTLs.	\$ 2,811,693	\$ 2,811,693	\$ -	\$ 574,169	\$ 1,434,186		\$ 803,338	\$ 2,811,693	-	0.0%
	-1.8%	6.9%			0.3%	0.3%		20.4%	51.0%		28.6%	100.0%	0.0%	
10,049	13,081	80,020	731	Equip-New Instructional	53,161	53,161	-	3,392	1,160	2%	48,609	53,161	-	0.0%
8,792	-	929	732	Equip-New Non Instructional	-	-	-	-	-	0%	-	-	-	#DIV/0!
139,460	3,412	59,931	733	Equip-Replace Instructional	58,578	58,578	-	22,358	2,085	4%	34,135	58,578	-	0.0%
45,464	11,167	-	734	Equip-Replace Non Instructional	-	-	-	-	-	0%	-	-	-	#DIV/0!
48,418	644	18,157	735	Furniture	-	-	-	1,308	11,670	#DIV/0!	-	12,978	(12,978)	#DIV/0!
308,097	203,093	426,734	736	Tech Equip-Instructional	656,454	656,454	-	35,094	308,901	47%	312,459	656,454	-	0.0%
21,606	51,148	47,923	737	Tech Equip-Non Instructional	44,667	44,667	-	-	23,904	54%	20,763	44,667	-	0.0%
\$ 581,886	\$ 282,545	\$ 633,694		TOTAL EQUIPMENT	\$ 812,860	\$ 812,860	\$ -	\$ 62,152	\$ 347,720		\$ 415,966	\$ 825,838	(12,978)	-1.6%
	-51.4%	124.3%			28.3%	28.3%		7.6%	42.8%		51.2%	101.6%	-1.6%	
88,665	89,668	86,747	810	Dues & Fees	105,529	105,529	-	10,690	52,441	50%	42,398	105,529	-	0.0%
26,758	20,617	30,088	811	Student Act & Awards	40,358	40,358	-	-	664	2%	39,694	40,358	-	0.0%
352,973	488,457	755,414	812	Student Athletics	559,348	559,348	-	87,579	16,989	3%	454,780	559,348	-	0.0%
\$ 468,396	\$ 598,742	\$ 872,249		TOTAL OTHER	\$ 705,235	\$ 705,235	\$ -	\$ 98,269	\$ 70,094		\$ 536,872	\$ 705,235	-	0.0%
	27.8%	45.7%			-19.1%	-19.1%		13.9%	9.9%		76.1%	100.0%	0.0%	
\$ 121,544,549	\$ 125,263,422	\$ 128,814,571		GRAND TOTAL	\$ 136,287,715	\$ 136,287,715	\$ -	\$ 98,287,871	\$ 29,015,987		\$ 8,906,298	\$ 136,210,156	\$ 77,557	0.06%
	3.1%	2.8%			5.8%	5.8%		72.1%	21.3%		6.5%	99.94%	0.06%	



Department of Human Services

Town Hall, 110 Myrtle Avenue
 Westport, CT 06880
 Westportct.gov
humansrv@westportct.gov
 (203) 341-1050

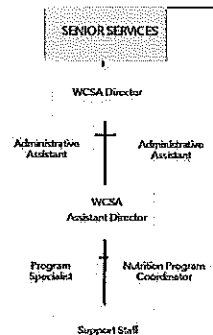
TO: First Selectwoman Jen Tooker
 Finance Director Gary Conrad

CC: Westport Center for Senior Activities Director Wendy Petty
 Human Services Finance Manager Sibel Yorulmaz

FROM: Elaine Dalgault, Human Services Director

DATE: November 28, 2023

RE: WCSA Staffing Request - updated



APPROVED:
 Jennifer S. Tooker
 First Selectwoman
 Date: 12/15/2023

Human Services respectfully requests a \$13,000 appropriation to the Senior Services WCSA salary line (Account #10105530-511000) to increase our part-time position from 25 hours to 35 hours/week for the remainder of FY 2023-2024, with an estimated budget salary increase request of \$33,000 for FY 2024-2025.

Westport's Center for Senior Activities has documented a 34% increase in participation since January of 2023, with attendance growing daily. With 400 new members in 9 months, WCSA's increased participation can be attributed to the popularity of classes and an increase in usage for various non-registration activities, including groups using the space for socialization, games (cards, pool, etc.), lectures, support groups, and a steady average of 50 people for lunch daily.

Our seniors require significant time and attention to help navigate the Center's offerings and provide the level of customer service, programming, and food services our patrons have come to expect. The growth in participation and diversification of offerings has increased the need for enhanced marketing and communication efforts to continue supporting our senior community's ongoing needs.

WCSA USAGE STATISTICS:	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	Increase
Event # of individuals who signed in	N/A	51,338.00	68,924.00	34%
Unduplicated People	N/A	1,346.00	1,688.00	25%
New Members 2023 January through September				400
	<u>FY 20/21</u>	<u>FY 21/22</u>	<u>FY 22/23</u>	<u>FY 23/24</u>
Total Number of programs month	Covid - zoom	83	86	88
Total Number of programs per day	Covid - zoom	18	22	22
80%+ participation for fee classes	N/A	N/A	78%	80%
Participants in MSC		3708	4312	4446
Meals Served Congregate		4189	7553	
Home Delivered Meals		14450	13519	
Clients		53	53	55

These increases have put a considerable strain on WCSA's six full-time workers to continue offering the highest quality customer service. An interim part-time **Support Staff Worker** was added in December of 2022 to cover a staffer's FMLA and has proven invaluable in reducing staff burn-out and providing one-on-one attention many seniors require. Increasing the part-time role to a full-time **Community Relations Specialist** position will help alleviate the demand for our Administrative Assistants and Programmers to deal with interruptions throughout the day and allow WCSA to deliver innovative and responsive programs that offer individualized and community-focused services more effectively.

Thank you for your consideration.



THE DEPARTMENT OF HUMAN SERVICES

TOWN HALL, 110 MYRTLE AVENUE
WESTPORT, CT 06880
(203) 341-1050 FAX (203) 341-1073
EMAIL: HUMANSRV@WESTPORTCT.GOV

TO: Jen Tooker, First Selectwoman
Gary Conrad, Finance Director

CC: Sibel Yorulmaz, Human Services Finance Manager
Kevin Godburn, Youth Services Program Director
Bill Harmer, Westport Library

FROM: Elaine Daignault, DHS Director

DATE: October 24, 2023

RE: DHS ARPA Transfer Request

Please find the attached request from Westport Human Services for a requested transfer from DHS ARPA Funds to cover the following costs:

A total transfer request of:

FROM:	ARPA Emergency Assistance (#51005520 – 588102)	- \$57,533.32
TO:	ARPA Mental Health (#51005520-588101)	+\$32,533.32
	Continue contracts with Positive Directions and Liberation Programs through Dec 2024	
	ARPA Job Search Program at the Library (#51005520-588116)	+\$25,000
	Continue Job Search Program through Dec 2024	

Please see the attached for details.

APPROVED: Jennifer S. Tooker
Jennifer S. Tooker
First Selectwoman
Date: 11/22/23

CLRF- DHS ARPA Funds As of 10.24.23

	Resident Health & Mental Health		Emergency Assistance		Affordable Housing		PreDevelop- WestParishRd		ARPA- Job Search	
	51005520	588101	51005520	588102	51005520	588103	51005520	588109	51005520	588116
<i>Beg balance</i>	30,000.00	55,000.00	75,000.00	25,000.00	150,000.00	25,000.00	150,000.00	25,000.00	360,000.00	

CURRENT BALANCE	29,775.00	5,488.68	63,649.92	15,935.00	150,000.00	4,017.50	268,844.10
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March & June: POSITIVE DIRECTIONS- CAP, Westport	2,766.66	(2,766.66)					
Sept & Dec 20: POSITIVE DIRECTIONS- CAP, Westport	2,766.66	(2,766.66)					
March & June: Positive Directions (2 qtr pymts)-Preve	7,500.00	(7,500.00)					
Sept & Dec 20: Positive Directions (2 qtr pymts)-Preve	7,500.00	(7,500.00)					
To June 2024: Transfer to Job Search Program (round up)			(13,000.00)				13,000.00
July 2024-Dec: Transfer to Job Search Program (round up)			(12,000.00)				12,000.00
Liberations- add a day to Drug & Alcohol	12,000.00	(12,000.00)					
Projected Balance	14,775.00	35,000.00	6,116.60	15,935.00	150,000.00	29,017.50	250,844.10

Total transfer req from Emergency Assistance: (57,533.32) Waiting for RFP from DOH to choose contrac

Transfer to Mental Health: 32,533.32 Transfer to Job Search: 25,000.00

(29,533.32)



WESTPORT CONNECTICUT
DEPARTMENT OF HUMAN SERVICES

Elaine Daignault, M.A., N.C.C.
Director
(203) 341-1165 email: elained@westportct.gov

TO: Jen Tooker, First Selectwoman

CC: Eileen Flug, Assistant Town Attorney
Wendy Petty, WCSA Director
Sibel Yorlumaz, DHS Finance Manager

FROM: Elaine Daignault, DHS Director

DATE: November 29th, 2023

RE: BOF REQUEST: December 6th, 2023

APPROVED: 
Jennifer S. Tooker
First Selectwoman
Date: 11/30/23

Please add the following agenda item to the December 6th, 2023 Board of Finance meeting:

A one-time appropriation in the amount of \$70,561 for Westport's Center for Senior Activities and the Southwest Connecticut Agency on Aging for **23SDRASC01WSP- American Rescue Plan Act (ARPA) Senior Center Grant**. This funding was offered to Senior Centers throughout the state and Westport applied for funding for outdoor improvements at the WCSA including a pollinator garden and a vehicle to assist in the delivery of home delivered meals and other WCSA business. The appropriation is reimbursable to the Town.



Memorandum

To: Honorable Jen Tooker, First Selectwoman
CC: Gary Conrad, Finance Director; Foti Koskinas, Chief of Police
From: Deputy Chief Ryan Paulsson
Date: 12/01/2023
Re: Appropriation for the Replacement of Police Patrol Boat; Marine 2

APPROVED:

J. Tooker
 Jennifer S. Tooker
 First Selectwoman

Date: 12/5/2023

Background

The Westport Police Department Marine Division is responsible for marine law enforcement and search and rescue activities covering 13.3 square miles of water on Long Island Sound, including 5 miles of Westport shoreline. This coverage is provided 365 days a year with officers assigned to the division (full time from May through September, staffed as needed the rest of the year). As a waterfront community, the Westport Police Department has maintained a marine patrol for well over 60 years.

The Marine Division normally has two boats available for operation. The larger boat (Marine 1) is a 33-foot 2014 NAID with a pilot house/cabin. The second boat (Marine 2) is a 25-foot, open hull, center console 2006 Boston Whaler. Both boats were purchased with expectations of a 10-year service life and were carried as such in the department's 5-year capital forecast.

Marine 2 is the primary in-season boat for the Westport Police Department and responds to all major incidents. The boat has a lower profile than Marine 1 and has a collapsible towing tower allowing it to fit under the Rt 136 Cribari bridge. This is the primary response vessel for any call for service north of the Bridge St bridge. In addition, Marine 2 has a shallow draft which allows for response to our Westport islands that can be difficult to navigate based on the changing tides. The vessel also serves as a dive platform for dive-rescue related incidents along the shoreline during the spring, summer, and early fall seasons. Marine 2 is an all-around work platform for many other duties, including maintenance of the Town of Westport's 5 Mile per hour enforcement buoys, recovery of debris deemed a hazard to navigation, and assisting with channel markers and fireworks moorings when needed.

December 4, 2023

An aggressive preventive maintenance program allowed us to keep Marine 2 in service for nearly 17 years. The boat is showing signs of needing overhaul. Stress fractures in the fiberglass are observable and de-lamination of the interior foam is evident. The replacement of critical mechanical and electrical components will be needed as well. Any repair, if possible, would only get temporary extension of life and ultimately be cost prohibitive. The motors for Marine 2 have reached 700 hours and would need replacement at the end of the 2024 season.

Comparative Options

When looking at replacement options we filtered the search by looking for vessels that would meet the minimum following criteria:

- Height requirements for passage under both the Saugatuck RR bridge and the Rt 136 Cribari bridge at high tides.
- Shallow draft to navigate the Westport islands and low water areas that surround them.
- Towing tower with protective barrier to prevent injury when vessels are under tow. (60 years ago, a Westport Police Officer was killed in the line of duty when working as a marine officer and a tow line snapped striking him in the head.)
- Workable platform to support dive / rescue operations.
- Equipped with modern electronics (navigation, search and rescue, etc.)
- Proven track record in waters similar to Long Island Sound

Three boat manufacturers in the field of police patrol boats were evaluated on how their products would meet with our needs. The three companies reviewed were SAFE boats International, Brunswick \ Boston Whaler, and FLUID watercraft. NAID, the manufacturer of our Marine 1, would have been considered but is no longer in business.

Brunswick \ Boston Whaler products have been used by the Westport Police Department for the last 30 years and have been a highly reliable product. Unfortunately, they have significantly scaled back their commercial product line, choosing to focus on recreational products. They no longer manufacture towing towers and do not provide "diver's doors", or gunwale cut outs for in-water recovery. The hulls are fiberglass and if not re-enforced during the manufacturing process, any aftermarket addition would be at significant risk of failure and not covered by any warranty.

FLUID Watercraft is the current model of our shell fishing enforcement boat. It is classified as a Rigid Inflatable Boat (RIB) meaning it has a fiberglass hull with a wraparound inflatable collar. This is a great platform for navigating shallow waters. The wrap around collar is good for coming alongside other vessels or people shell fishing in waist deep water. FLUID provides for a tow post,

December 4, 2023

but any tower would have to be engineered as they have never equipped one of their vessels before. The inflatable collar is not foam filled therefore it relies on air pressure to keep its shape and functionality. The air collar is not ideal when working on moorings or needing to pull people out of the water. Any puncture or deflation of the collar would result in the boat being out of service until repaired. Further, it is not recommended to keep a RIB vessel in direct sunlight, as the exposure to UV rays will start to degrade the collar overtime. Because this is a primary response vessel, it would not be practical to keep it covered prior to needing it. The working space of the deck is significantly smaller than the other vessels evaluated.

SAFE Boats International has quickly become the industry standard for public safety marine operations over the last 20 years. SAFE Boats are utilized by the following agencies who operate in Long Island Sound. Most of these agencies have been spoken to about their vessels and they all responded with very high recommendations.

- US Coast Guard Station Eaton's Neck and Station Long Island Sound
- Fairfield Marine Police
- Norwalk Marine Police
- Darien Marine Police
- Stamford Marine Police
- Greenwich Marine Police
- Stratford Marine Police
- Nassau County, NY
- Suffolk County, NY
- Sea Tow (Commercial towing company, not public safety)

The vessel has an aluminum hull which is durable and safe. Damage can be isolated and repaired without compromising the entire hull. As we have seen with the existing Marine 2, cracks in the fiberglass do occur and water can enter the lamination, creating hull instability. This does not occur with aluminum hulls. Marine 1 has an aluminum hull and we have not seen any examples of maintenance becoming more expensive or difficult for aluminum hulled boats. SAFE boat vessels are equipped with a 100% closed cell foam collar system and provide for a redundant level of buoyancy above and beyond the hull design. These full buoyancy flotation collars are required to enable the boat to remain afloat with no additional flotation in the event of a catastrophic hull breach. In addition to providing more buoyancy, the collar is designed to protect the entire side of hull giving additional protection when coming alongside other vessels and provides lateral stability by touching the water while at rest.

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SAFE boats have a wider beam and larger working spaces fore and aft of the console. The vessel will have a collapsible towing tower with protective guard. The hull is equipped with a reenforced keel that protects the hull when beached, when operating in shallow water, or navigating the numerous underwater obstacles and reefs that make up the geography of our patrol areas. The vessel is equipped with state-of-the-art search and rescue electronics, including side scan sonar, FLIR thermal imaging, and navigational chart plotters. There are diver cutouts on either side of the boat that facilitate pulling people out of the water.

SAFE Boats come with a 15-year hull warranty which is the longest offered from the vendors evaluated.

Costs

Quotes were received from all three companies and all quotes include boat, motors, and trailer. All quotes include government pricing.

SAFE Boats International	\$344,947.02
Brunswick \ Boston Whaler	\$255,905.00 (Price w/o FLIR, Tow Tower, Divers Door, other features)
FLUID watercraft	\$178,877.58 (Price w/o FLIR, Tow Tower, Divers Door, other features)

Selection

After reviewing the options and speaking with other departments in our area, we recommend SAFE Boat International as the company to use in moving forward with this replacement project. Some of the major reasons for this recommendation include:

- Meets and exceeds the minimum criteria for public safety marine operations in Westport (height requirements, shallow water capabilities, safe towing design, large work area to support a variety of operations)
- 15-year Hull warranty (Longest Hull Warranty)
- Proven track record in LIS and highly recommended by our Public Safety Partners in the area
- Purpose built for public safety / search and rescue
- Reliability and rugged construction
- Customer service and responsiveness

Although at the highest price point, SAFE Boats have proven longevity in the field. Some SAFE Boats operating in our area have been in service for over 15 years, with one nearing 20 years of service. The Westport Police Department has a reputation for extending the life of our Marine fleet assets far beyond their anticipated replacement dates. Traditionally we have placed Marine replacement on a 10-year schedule. It is anticipated, based upon the feedback we are receiving, that this can be pushed back to a 15-year schedule.

December 4, 2023

Total Appropriation Request

The Police Department respectfully requests an appropriation in the amount of \$344,947.02 for the replacement of the existing 2006 Boston Whaler "Marine 2" from the Capital & Nonrecurring Expenditure Fund. Due to potential manufacturing issues or delays, we respectfully request a 5% contingency of \$17,247.35 added to this project.

Total appropriation amount \$362,194.37



SAFE Boats International
 8800 SW Barney White Rd
 Bremerton, WA 98312
 t: (360) 674-7161 f: (360) 674-7149

QUOTE

Number AAAQ4740
Date Dec 1, 2023
Expiration Date Jan 30, 2024
Salesperson Robert Goley

Sold To
Westport Police Department
 Brendan Fearon
 50 Jesup Road

 Westport, CT 06880

Phone 2033688948
Fax

Ship To
Westport Police Department
 Brendan Fearon
 50 Jesup Road

 Westport, CT 06880

Phone 2033688948
Fax

Line	Code	Description	Qty	Price	Ext. Price
1	NSO-125-14	<p>SAFE 25 CENTER CONSOLE</p> <p>SALES DESCRIPTION: INTERNAL DESCRIPTION SAFE 25 CENTER CONSOLE SPECIFICATIONS LENGTH OVERALL (LOA) (NO ENGINES): 25' LENGTH OVERALL (METERS): 7.6M BEAM OVERALL (BOA): 8'-6" BEAM OVERALL (METERS): 2.6M DEADRISE AT TRANSOM: 25 DEG DRAFT (ENGINE TRIMMED UP): 19" MAX HP: 450 FUEL CAP. (GAL): 150 MAX NUMBER OF PERSONS: 15 SEATED POSITIONS: 6 DRY WEIGHT: VESSEL, NO ENGINES, NO FUEL, NO OPTIONS, NO LIQUIDS, NO PEOPLE, NO CARGO, (APPROXIMATE): 4,798 LBS</p> <p>HULL & DECK -1/4" - 5086 BOTTOM PLATE WITH SAFE BOATS EXCLUSIVE STRINGER SYSTEM WITH ANGLED TRANSVERSE FRAMING -PRESSURE TESTED AIR TIGHT HULL -REINFORCED KEEL BEACHING PLATE -NOTCHED TRANSOM WITH SPEED SHOE IN BOTTOM PLATE -PERFORMANCE WINGS BELOW COLLARS FOR INCREASED LIFT AND STABILIZATION WHILE MANEUVERING -FULLY WELDED PERFORMANCE LIFTING STRAKES -SELF BAILING DECKS WITH HIGH VOLUME SCUPPER DRAINS -BOW STORAGE/ANCHOR LOCKER WITH AFT FACING DOOR -DUAL AFT RIGGING LOCKER SYSTEM WITH TOPSIDE ACCESS -SACRIFICIAL HULL ANODE(S)</p> <p>SUPER STRUCTURE -44-INCH CENTER CONSOLE WITH REMOVABLE DASH-FACE AND INTERIOR ACCESS WITH FWD FACING GASKETED ALUMINUM DOOR -LEXAN WINDSCREEN -SAFETY HAND/GRAB RAIL SYSTEM WITH BLACK RUBBERIZED RAIL WRAP</p> <p>CONSOLE & DASH -PORT SIDE HELM</p> <p>SEATING, SEAT STORAGE & UPHOLSTERY -TWO (2) FLIP UP SEATS WITH SEAT BELTS MOUNTED ON BOLSTER</p>	1	\$203,660.63	\$203,660.63

Line	Code	Description	Qty	Price	Ext. Price
		STORAGE BOX -AFT STORAGE BOLSTER WITH LARGE AFT FACING GASKETED ALUMINUM DOORS			
		COLLAR SYSTEM -PATENTED 100% FOAM SAFE XDR-1 EXTREME DUTY REINFORCED COLLAR SYSTEM WITH BLACK RUBSTRAKE -AVAILABLE COLLAR COLORS INCLUDE: BLACK, BLUE, GRAY, ORANGE, GREEN, RED			
		COATINGS, COVERINGS & LETTERING -BLACK NON-SKID DECKS AND GUNNELS -BLACK RUBBERIZED DASH SKID			
		TOWING, LIFTING & ATTACHMENT POINTS -SIX (6) 10" CAST ALUMINUM WELD ON CLEATS -BOW AND STERN LIFTING EYES -WELD ON BOW EYE WITH DUAL SS INSERTS -SS BOLT ON TRANSOM TIE DOWNS -FORE AND AFT TOW POSTS WITH SINGLE SS CROSS PIN			
		ELECTRICAL SYSTEM & POWER GENERATION -HOUSE BATTERY SYSTEM 12VDC - ONE (1) MARINE GRADE BATTERY WITH SWITCH -BLUE SEA 360 MARINE GRADE BREAKER SYSTEM -BACKLIT SWITCH PANEL WITH MARINE GRADE SWITCHES -TWO (2) 12VDC POWER RECEPTACLES ON DASH			
		LIGHTING -LED NAVIGATION LIGHTS (RUNNING AND ANCHOR) -INDEPENDENTLY CONTROLLED INTERIOR/EXTERIOR DIMMABLE LED WALKWAY LIGHTS -ONE (1) 12VDC RECHARGEABLE FLASHLIGHT			
		ELECTRONICS, NAVIGATION & COMMUNICATION -MAGNETIC COMPASS W/ DIMMABLE BACK-LIGHTING -NAVIGATION HORN			
		SAFETY, RESCUE & DIVING EQUIPMENT -TWO (2) FIRE EXTINGUISHERS -LIFE RING MOUNT			
2	DWS-86CC	FUEL SYSTEM -150 - GALLON FUEL TANK WITH A FORMED BOTTOM (1/4" - 5086) DELETE WINDSCREEN ON SAFE 86 CC. INCLUDES: DELETION OF WINDSCREEN FROM BASE BOAT.	1	-\$806.65	-\$806.65
3	NSO-WPD225-1	ADD AFT LOCKER ELECTRONICS HINGE ARCH WITH TOW GUARD ON SAFE 86 WIDE BOAT. INCLUDES: MODIFICATIONS TO AFT LOCKER AND GUNNELS TO ADD ATTACHMENT STRUCTURE, ANCHOR LIGHT MOUNTING BRACKET, NECESSARY HARDWARE, ADDITIONAL MATERIALS AND INSTALLATION.	1	\$3,894.49	\$3,894.49
4	RWBK	NOTE: ELECTRONICS SOLD SEPARATELY. BLACK RUBBERIZED RAIL WRAP. BLACK RUBBERIZED RAIL WRAP.	1	\$0.00	\$0.00
5	SEADEK-BK/GY-H D-225	UPGRADE TO SEADEK 8MM HD MARINE DECK COVERING, 1" PIN LINE SAFE 25 CC. INCLUDES: UPGRADE FROM STANDARD BASE BOAT STICK-ON NON-SKID TO CUSTOM CUT SEADEK WITH 1" PIN LINE, 8MM HIGH DENSITY, COLOR: MIDNIGHT BLACK (TOP LAYER) / STORM GRAY (BOTTOM LAYER), INSTALLED ON ALL EXTERIOR SURFACES, NECESSARY HARDWARE AND INSTALLATION.	1	\$6,408.35	\$6,408.35

Line	Code	Description	Qty	Price	Ext. Price
6	RSBK	BLACK RUB-STRAKE BLACK RUB-STRAKE	1	\$0.00	\$0.00
7	DSBK	BLACK RUBBERIZED DASH SKID BLACK RUBBERIZED DASH SKID	1	\$1,082.63	\$1,082.63
8	CCBK	COLLAR COLOR BLACK COLLAR COLOR BLACK	1	\$0.00	\$0.00
9	AS6300-2	ALLSALT 6300 SUSPENSION WIDE SEAT, HEIGHT ADJUST, 2" WIDER ARMRESTS, BLACK UPHOLSTERY. INCLUDES: (1) FOLD-DOWN 6300 WIDE SEAT BUCKET WITH 8" SUSPENSION TRAVEL, CLEAR ANODIZED ALUMINUM METAL, BLACK MARINE GRADE UPHOLSTERY, HEIGHT ADJUSTMENT, 2" WIDER ARMRESTS, LAPBELT, CUP HOLDER.	1	\$7,408.49	\$7,408.49
10	CID-1	COLLAR ID - MIDSHIPS COLLAR IDENTIFICATION - MIDSHIPS. INSTALL AGENCY NAME IN ADHESIVE VINYL LETTERING TO COLLAR MIDSHIPS, PORT AND STARBOARD. LETTERING INCLUDES 6" BLOCK LETTERS IN SINGLE SOLID COLOR. CUSTOM COLORS AND REFLECTIVE MATERIAL AVAILABLE FOR AN ADDITIONAL CHARGE. PLEASE INCLUDE REQUESTED NAME AND COLOR IN SALES NOTES.	1	\$348.30	\$348.30
11	CID-4	INSTALL (1) CUSTOMER SUPPLIED AGENCY LOGO/SHIELD DECAL. INCLUDES: INSTALLATION OF (1) CUSTOMER SUPPLIED AGENCY LOGO/SHIELD DECAL. PLACEMENT TO BE DESCRIBED IN SALES NOTES ON QUOTE. Agency shields placed on port and starboard sides of the console.	2	\$216.53	\$433.06
12	DLPRCP	DIVE LADDER PRC PLATFORM DIVE LADDER PRC PLATFORM WITH LOCKING PINS AND LANYARDS.	1	\$1,452.69	\$1,452.69
13	DLG4	DIVE LADDER SS GARELICK 4-RUNG W/ STORAGE MOUNT. DIVE LADDER SS GARELICK 4-RUNG WITH MOUNT ON PORT SIDE OF OUTBOARD BRACKET. INCLUDES STORAGE MOUNT WHILE NOT IN USE, NECESSARY HARDWARE AND INSTALLATION.	1	\$1,479.48	\$1,479.48
14	PRC-8.5	SAFE 8FT 6IN BEAM BOATS PERSONNEL PERSONNEL RECOVERY SIDE PLATE AND COLLAR CUTOUTS. FACILITATES PIW RECOVERY.	1	\$1,676.37	\$1,676.37
15	DTH4	4 TANK ROLL-CONTROL DIVE TANK HOLDERS. FOUR (4) ROLL-CONTROL DIVE TANK HOLDERS MOUNTED ON AFT LOCKERS. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$405.51	\$405.51
16	MV250-1	MERCURY VERADO 250 INCLUDES: (1) MERCURY VERADO (DIGITAL SHIFT & THROTTLE) 250 ENGINE, (1) SS PROP	2	\$25,756.03	\$51,512.06
17	ERV2	MERCURY VERADO TWIN ENGINE RIGGING. VERADO TWIN ENGINE RIGGING. RIGGING INCLUDES: HYDRAULIC POWER STEERING, TIE BAR, SS PROP, DUAL BINNACLE, STEERING WHEEL, SAFETY LANYARD, VESSEL VIEW DIGITAL GAUGE, TWO ADDITIONAL STARTING BATTERIES AND INSTALLATION/LABOR.	1	\$16,193.37	\$16,193.37

Line	Code	Description	Qty	Price	Ext. Price
18	GPSMAP8612xsv	GARMIN GPSMAP 8612XSV 12" TOUCH HD CHARTPLOTTER/SONAR COMBO WITH PRELOADED HD MAPS INCLUDES: (1) GARMIN 010-02092-03 GPSMAP 8612XSV 12" HD TOUCHSCREEN CHARTPLOTTER/SONAR COMBO WITH BUILT-IN SUPPORT FOR SONAR, INCLUDING DUAL-CHANNEL 1 KW TRADITIONAL CHIRP, CHIRP CLEARVU AND CHIRP SIDEVU SCANNING SONARS PLUS BUILT-IN SUPPORT FOR ULTRA HIGH-DEFINITION SCANNING SONAR (NO BLACK BOX REQUIRED), PRELOADED BLUECHART G3 US COASTAL & LAKEVU HD MAPS, NECESSARY HARDWARE AND INSTALLATION. (TRANSDUCER(S) AND EXTERNAL GPS ANTENNA SOLD SEPARATELY).	1	\$4,340.10	\$4,340.10
19	GPS24xdNMEA2000	GARMIN GPS 24XD NMEA 2000 POSITION RECEIVER & ANTENNA W/ MULTI-BAND GNSS & HEADING. INCLUDES: (1) GARMIN 010-02316-10 GPS 24XD NMEA 2000 POSITION RECEIVER AND ANTENNA WITH MULTI-BAND GNSS AND HEADING, NECESSARY HARDWARE AND INSTALLATION.	1	\$462.42	\$462.42
20	GT51M-TM-86	GARMIN GT51M-TM TRANSOM MOUNT CHIRP DOWNVU/SIDEVU TRANSDUCER ON GARMIN GT51M-TM TRANSOM MOUNT CHIRP DOWNVU/SIDEVU TRANSDUCER ON SAFE 8'6" WIDE BOATS. INCLUDES: (1) GARMIN GT51M-TM TRANSOM MOUNT DOWNVU/SIDEVU TRANSDUCER (12-PIN), 500W (CHIRP 260/455 KHZ) TRADITIONAL 600W (MID-BAND CHIRP 80-160 KHZ) WITH TEMP, NECESSARY HARDWARE AND INSTALLATION.	1	\$827.02	\$827.02
21	FLIRM364C	FLIR M364C DUAL PAYLOAD STABILIZED 640 THERMAL 24 DEG FOV & HD COLOR LOW-LIGHT CAMERA W/O JCU. INCLUDES: (1) FLIR E70518 M364C DUAL PAYLOAD, STABILIZED THERMAL CAMERA (640 X 480, 30HZ, 24 DEG FOV) AND COLOR LOW LIGHT CAMERA WITH PAN, TILT AND ELECTRONIC ZOOM, (1) SBI FABRICATED FLIR M300 SERIES WELD-ON RISER BRACKET INSTALLED ON CABIN TOP, NECESSARY HARDWARE AND INSTALLATION. FLIR JOYSTICK CONTROL UNIT (JCU) SOLD SEPARATELY.	1	\$24,531.35	\$24,531.35
22	FLIRJCU1-PoEKIT	FLIR JCU1 POE INJECTOR KIT FOR FLIR M300 SERIES CAMERAS. INCLUDES: (1) FLIR T70477 JCU1 POE INJECTOR KIT CONSISTING OF: (1) JOYSTICK CONTROL UNIT (JCU 1) WITH WEATHER COVER, (1) 25' AND (1) 1' SHIELDED ETHERNET CABLE (RJ-45), (1) POWER OVER ETHERNET INJECTOR, (1) WATERPROOF COUPLER AND MOUNTING HARDWARE.	1	\$1,501.94	\$1,501.94
23	LESWL31B	(2) WHELEN L31 LOW PROFILE LED LAW ENFORCEMENT STROBES, BLUE. (2) WHELEN L31 LOW PROFILE LED LAW ENFORCEMENT STROBES, BLUE. MOUNTED ON RADAR POD FOR MAXIMUM 360DEG VISIBILITY. INCLUDES NECESSARY HARDWARE AND INSTALLATION. mounted to aft arch per rendering.	1	\$1,219.09	\$1,219.09
24	HPW112/SA315/W PA3	WHELEN LOUDHAILER SYSTEM. WPA112, WPA3, SA315. WHELEN 100WATT LOUDHAILER SYSTEM. INCLUDES WPA112 AMPLIFIER, WPA3 CONTROL HEAD W/ HEAD PHONE JACK, FLUSH MOUNT KIT AND SA315 SPEAKER. INCLUDES NECESSARY HARDWARE AND INSTALLATION.	1	\$2,188.83	\$2,188.83
25	SLRCL-100LED	ACR RCL-100 LED REMOTE CONTROL SEARCHLIGHT, 220,000 CD, 12/24VDC. ACR RCL-100 LED REMOTE CONTROL SEARCHLIGHT, 220,000 CD, 12/24VDC. INCLUDES: (1) ACR P/N 1951 RCL-100 LED REMOTE CONTROL SEARCHLIGHT WITH (1) MASTER CONTROLLER, (1) WIRED POINT PAD, NECESSARY HARDWARE AND INSTALLATION.	1	\$2,080.36	\$2,080.36
26	FLDRLED-4-200-C	ADD (4) FORWARD FACING DR. LED "KEVIN" FLOOD LIGHTS TO SAFE CC. INCLUDES: (4) DR. LED "KEVIN" 8001344 600+ LUMENS LED FLOOD LIGHTS W/ STAINLESS STEEL BRACKETS, DEDICATED ON/OFF SWITCH LOCATED IN OVERHEAD SWITCH PANEL, NECESSARY HARDWARE AND INSTALLATION.	1	\$1,267.03	\$1,267.03

Line	Code	Description	Qty	Price	Ext. Price
27	CFE-RADIO-1	<p>INSTALL CUSTOMER SUPPLIED AGENCY RADIO & ANTENNA. RADIO MAKE/MODEL TBD. INCLUDES: POWER FROM 12VDC DISTRIBUTION PANEL TO RADIO MOUNTING LOCATION, NECESSARY HARDWARE AND INSTALLATION OF (1) CUSTOMER SUPPLIED RADIO AND ANTENNA.</p> <p>AGENCY RADIO COMPONENTS NOT TO EXCEED (1) RADIO HEAD WITH MIC, (1) RADIO BODY OR AMP (IF SEPARATE FROM RADIO HEAD), (1) EXTERNAL RADIO SPEAKER, AND (1) ANTENNA WITH MOUNT.</p> <p>DOES NOT INCLUDE: RADIO, DASH TO REMOTE MOUNT CONVERSION KIT, FLUSH MOUNT KIT, ANTENNA, MIC, EXTERNAL VHF SPEAKER OR ANY REQUIRED RADIO HARNESSSES.</p>	1	\$623.85	\$623.85
28	CPGVHF215AIS/S	<p>GARMIN VHF 215 AIS MARINE RADIO W/ SHAKESPEARE 5' VHF ANTENNA. INCLUDES: (1) GARMIN 010-02098-00 VHF 215 AIS MARINE RADIO WITH CLASS D DIGITAL SELECTIVE CALLING (DSC), 25 WATT TX POWER, AND BUILT IN AIS CAPABLE OF DISPLAYING AIS ON COMPATIBLE CHART PLOTTERS, (REQUIRES GPS INPUT VIA NMEA 0183/2000), (1) SHAKESPEARE 5' VHF ANTENNA WITH S/S RATCHET MOUNT, FLUSH MOUNT KIT, EXTERNAL VHF SPEAKER, NECESSARY HARDWARE AND INSTALLATION.</p>	2	\$1,340.58	\$2,681.16
29	GLTT	<p>(2) SBI UNIVERSAL GUN LOCKS INSTALLED IN T-TOP BOLSTER. INCLUDES: (2) SBI UNIVERSAL GUN LOCKS MOUNTED IN T-TOP BOLSTER, NECESSARY HARDWARE AND INSTALLATION.</p>	1	\$480.73	\$480.73
30	TOW150	<p>TOW SPOOL W/ 150 LINE & COVER. TOW LINE STORAGE SPOOL MOUNTED ON AFT SIDE OF RADAR POD. TOW SPOOL WILL STORE 150' OF 3/4 DBN TOW LINE. INCLUDES TOW SPOOL COVER, 150' OF LINE, NECESSARY HARDWARE AND INSTALLATION.</p>	1	\$2,308.56	\$2,308.56
31	SFTYKT	<p>Mounted below tow post per rendering. OFFSHORE SAFETY KIT SAFETY KIT. KIT INCLUDES: 24" LIFE RING BUOY WITH DISTRESS MARKER LIGHT, PORTABLE BILGE PUMP, 10-PERSON FIRST AID KIT, OFFSHORE MARINE FLARE SIGNAL KIT AND HAND HELD COMPRESSED AIR HORN.</p>	1	\$959.29	\$959.29
32	DK17-38	<p>DOCKING KIT FOR 17-38 HULLS. DOCKING KIT FOR 17'-38' HULLS. KIT INCLUDES: FOUR(4) 30' X 5/8" DBN DOCK LINES W/ EYE SPLICE AT ONE END (BLACK), FOUR(4) 5.5" X 20" 2-EYED RIBBED BLACK FENDERS, AND FOUR(4) 3/8" X 9' FENDER WHIPS (BLACK).</p>	1	\$523.55	\$523.55
33	AK17-25	<p>ANCHOR KIT 17-25 ANCHOR KIT FOR 17'-25' HULLS. KIT INCLUDES: (1) FORTRESS FX7 4LB ANCHOR, (2) 3/8" S/S SHACKLE, (9 FT) S/S ANCHOR CHAIN, (1) 3/8" S/S EYE-TO-JAW SWIVEL, AND (150') 5/8" 3 STRAND W/ S/S THIMBLE.</p>	1	\$710.18	\$710.18
34	2DFT-LOC	<p>2-DAY FAMILIARIZATION TRAINING, AT CUSTOMER LOCATION. CONUS,AK,HI 2-DAY FAMILIARIZATION TRAINING: THIS INTRODUCTORY BOAT OPERATIONS COURSE WILL PROVIDE THE CUSTOMER WITH A BASIC UNDERSTANDING OF THEIR NEW SAFE BOAT, ITS SYSTEMS, AND THE RELEVANT OPERATIONAL CHARACTERISTICS; 1 INSTRUCTOR FOR UP TO 10 STUDENTS.</p> <p>INCLUDES: -INSTRUCTOR(S) -INSTRUCTOR TRAVEL (AIRFARE, HOTEL, MEALS, ETC.)</p> <p>NOT INCLUDED: -BOAT OPERATIONAL COSTS (LAUNCHING, MOORING, FUEL, ETC.) -OEM INSTRUCTORS (CAN BE ADDED FOR AN ADDITIONAL FEE) -SALES TAX (IF REQUIRED)</p>	1	\$3,500.00	\$3,500.00

Line	Code	Description	Qty	Price	Ext. Price
35	TRL3	TRAILER, 7150 - 25' T-TOPS/CC (8'6" ONLY), GALVANIZED TRAILER 7150 - 25' T-TOPS & CENTER CONSOLES (8'6" OR 102 INCHES ONLY) GALVANIZED BUNK TRAILER WITH DISC BRAKES, BOW LADDER, V-STOP AND LED LIGHTING.	1	\$13,440.64	\$13,440.64
36	Prep3	SHIPPING PREP/FULL SHRINK WRAP PREPARATION FOR SHIPPING INCLUDES: 1 DISCONNECT BATTERIES FROM ELECTRICAL SYSTEM. 2 SECURE LOOSE GEAR TO PREVENT SHIFTING DURING SHIPMENT. 3 SECURE BOAT TO TRAILERS. (IF APPLICABLE) 4 SECURE EQUIPMENT (E.G., MOTORS, SPOTLIGHT, ETC.) AS NECESSARY TO PREVENT MOVEMENT DURING SHIPMENT. 5 REMOVE FLAMMABLE LIQUIDS IF REQUIRED TO COMPLY WITH OCEAN TRANSPORTATION REQUIREMENTS. 6 PLACE RADOME AND ANTENNAS IN LOWERED POSITION. 7 ENSURE NO MORE THAN 10 GALLONS FUEL REMAINS IN THE FUEL TANKS. 8 PLACE BOAT CABIN KEY IN A SECURE "HIDE" 9 PROTECTIVE SHRINK WRAP (COVERS BOAT DOWN TO COLLAR AND OUTBOARD ENGINES IF APPLICABLE) DOES NOT INCLUDE ACTUAL TRANSPORTATION CHARGES	1	\$2,348.48	\$2,348.48
37	DISCOUNT	CUSTOMER DISCOUNT	1	-\$27,792.34	-\$27,792.34

Payment Terms:

40% - Upon receipt of order
30% - Upon completion of welding
30% - Upon final vessel acceptance

Shipping - Vessel shipping price includes shipment of the vessel (and trailer, if ordered along with vessel) from Bremerton, WA to customer's location (exact location TBD). Vessel will be shipped on a low-boy trailer. Customer is responsible for arranging offload of the vessel (and trailer, if applicable) from the low-boy trailer, typically performed with a marine travel lift or crane service. The vessel cannot be launched directly from the low-boy to the water.

SubTotal	\$333,351.02
Tax	\$0.00
Shipping	\$11,596.00
Total	\$344,947.02



Memorandum

APPROVED: _____

Jennifer S. Tooker
First Selectwoman

Date: ____/____/____

To: Honorable Jen Tooker, First Selectwoman
CC: Gary Conrad, Finance Director; Foti Koskinas, Chief of Police
From: Deputy Chief Ryan Paulsson
Date: November 17, 2023
Re: Request for new Motors for Marine I police patrol boat (Updated 11/28/2023)

The Westport Police Department is requesting funds to replace the current motors for the Marine I police patrol boat.

Marine I, a 33-foot 2014 NAID, is the primary all-weather, all-season boat for the Westport Police Department and responds to all major incidents. The boat has a cabin to store public safety equipment, protect responding officers, and to treat victims in poor weather-related occurrences. In addition, Marine I is the dive platform for all dive-rescue related incidents along the shoreline on a year-round basis. Marine I remains in the water throughout the winter in mission-ready status to respond to marine-related calls for service, especially for commercial marine activities which occur in Westport waters.

The current motors for Marine I have reached almost 800 hours and would need replacement at the end of the 2024 season. It is anticipated based upon current manufacturing timelines, that the new motors will take 60 weeks to be procured and should be in place for the 2025 season.

The proposed replacement costs include:

- Labor - Removal of current motors and derigging of all harnesses, wiring, and gauges. Installation of new motors and all necessary rigging.
- 2 – Mercury 350 v10 outboard motors
- 2 sets of rigging packages
- Water testing
- GSA pricing

The Police Department therefore respectfully requests an appropriation in the amount of \$85,840.00 for the replacement of the two existing motors for the Marine I police patrol boat.

Bill Landans Marine Service LLC
 21 Matilda Lane
 Shelton,Ct.06484
 Tel: 203 831-8833 Fax: 203 899-9849
 E-Mail: L and R Marine@gmail.com

Invoice/Est.

Date	Invoice #
11/14/2023	3401

Name / Address
Westport Police Dept Marine Unit Westport ,Ct.06880

			Terms
			Due Upon Receipt
Description	Qty	Rate	Total
Labor-remove evenrudes and all rigging-install new mercury rigging and new 4 stroke engines	62	180.00	11,160.00
2 mercury v-10 -government pricing	2	30,000.00	60,000.00
2 rigging packages		14,500.00	14,500.00
Water Test		180.00	180.00
Sales Tax		6.35%	0.00
Thank you for your business.		Total	\$85,840.00

Phone #
203-247-4822



WESTPORT POLICE DEPARTMENT



DAVID FARRELL
DEPUTY CHIEF

FOTI KOSKINAS
CHIEF OF POLICE

RYAN PAULSSON
DEPUTY CHIEF

December 1, 2023

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

RE: Appropriation from the Railroad Parking Reserve Account (29002219-588000).


Mrs. Tooker,

This department herein requests an appropriation from the Railroad Parking Reserve Account (29002219-588000) in the amount of \$18,000.00 for 16 replacement light fixtures.

Quantity	16
Model Number	UCM2-LK
Fixture	\$815 per
Labor ¹	\$185 per

These LED hanging lights were installed approximately eight to nine years ago with a life expectancy of ten years. The current fixtures are no longer available, but a retro fit kit is. Although the lights are going out one to two years before expected, they did serve the station well for many years through extreme weather. These LED lights saved on electricity usage as we were replacing bulbs every six months with the old fixtures. There are a total of 58 hanging lights at the station and currently 13 need replacement at an estimated cost of \$14,400.00. The additional \$3,600 requested will give us a cushion to replace three additional fixtures before the next fiscal year when we will budget appropriately expecting the remaining lights to go out by the 10-year mark.

Respectfully,


David Farrell
Deputy Police Chief
Railroad Operations

APPROVED: 

Jennifer S. Tooker
First Selectwoman
Date: 12/30/23

¹ The labor cost is an estimate. Some lights can be reached with a ladder, and others will need a bucket truck.



James Izzo Electrical Service, LLC
30 Center Street
Westport, Ct 06880-2017

Town of Westport
Saugatuck train station lighting repairs

In the atrium area by the elevator, there are 13 of the hanging LED lights not working. The current fixtures are no longer available, but a retro fit kit is. The frames of the existing lights will remain. The module plate and drivers can be replaced. The cost per fixture for labor and materials to repair the lights is \$1,000.00 each. Included will be a charge for a bucket truck that will be needed to reach a few of fixtures. There are 13 in total.

Retro fit 13 fixtures @ \$1,000.00 each	\$13,000.00
Bucket truck charge	<u>1,400.00</u>
Total price for repairs	\$14,400.00

This would be the suggested crossover to have for UCM-LK-ANG-T6-32LED-4K-700-BLK-120/277 :

UCM2-LK		LED Quantity	Lumen Output	CCT/CRI	Distribution
UCM2-LK*	Universe Medium Upgrade Kit	36L 36 LED	260 260mA, 32W/800-4300 Lumens	AMB ¹ 580nm-590nm Monochromatic Amber	1 Type I
UCM2-LK-UPLT*	Universe Medium Upgrade Kit - Downlight with uplight for fixtures with luminous elements. Adds 4 watts to the fixture, additional 4 watts		325 325mA, 40W/2200-5200 Lumens 420 420mA, 50W/2800-6700 Lumens 460 460mA, 55W/3000-7200 Lumens 615 615mA, 72W/3800-9300 Lumens	3K7 3000K, 70 CRI 4K7 4000K, 70 CRI 5K7 5000K, 70 CRI	2 Type II 3 Type III 4W Type IV Wide 5Q ² Type V Square 5W ² Type V Wide
Existing Hood Style		Equivalent 36L 225mA=32LED 450mA 36L 460mA=32LED 700mA		3-step MacAdam Ellipse Binning is standard. Consult Factory for 3-step MacAdam Ellipse Binning. Consult Factory regarding availability of the following options:	
DEL	Angled Hood			27K8 ² 2700K, 80 CRI 27K9 ² 2700K, 90 CRI 3K8 ² 3000K, 80 CRI 3K9 ² 3000K, 90 CRI 4K8 ² 4000K, 80 CRI 4K9 ² 4000K, 90 CRI 5K8 ² 5000K, 80 CRI 5K9 ² 5000K, 90 CRI	
BEF	Bell Hood				
FLR	Flared Hood				
SKB	Skated Bell Hood				
STR	Straight Hood				

Existing Lens Style	Optional Shield	Finish	Optional Controls	Optional Fuse	Voltage
CL Clear Lens	HS ² House Side Shield	BLS Black Gloss Smooth	WIR w/SCAPE Connectivity	SF Single Fuse, 120 or 277 Volt	120V 120 Volt
DL ⁴ Diffused Lens Choose One	Backlight Control is only available with T1, T2, T3, T4W.	BLT Black Matte Textured DBS Dark Bronze Glass Smooth	WIRSC w/SCAPE Connectivity w/8i Sensor SCP-8F Sensor Control to 8'	DF Double Fuse, 208 or 240 Volt	347V 347 Volt 480V 480 Volt

Thanks!

Frank Anzovino
Quotations



P: 860-682-7326
E: fpa@illuminatene.com
illuminatene.com



JUNO Message Center

From: Kyle Cermnara <kcerminara@fmelectric.com>

To: Dylan Izzo <izzodylan@yahoo.com>, "highvoltage19@juno.com" <highvoltage19@juno.com>

Sent: Sat, Sep 09, 2023 07:48 AM

Subject: FW: Train lights

Guys, take a look at the below, let me know what you think. Thanks!

Kyle Cermnara



(203) 838-2319 EXT 174

HEADQUARTERS:

55 Triangle St; Danbury CT 06810

BRANCHES:

29 Federal Road – Danbury Branch (203) 744-7445

386-B Mountain Grove Street – Bridgeport Branch (203) 335-1101

495 Connecticut Avenue Unit 6 – Norwalk Branch (203) 838-2319

kcerminara@fmelectric.com

From: Frank Anzovino <fa@illuminatens.com>

Sent: Thursday, September 7, 2023 4:09 PM

To: Kyle Cermnara <kcerminara@fmelectric.com>

Subject: RE: Train lights

Good afternoon Kyle, please see below. Let me know if this will be acceptable.

This got discontinued a couple of years ago, but the current offering for this is the "UCM2-LK"

https://cdn.currentlighting.com/site/specsheet/aal_ucm2_LK_spec.pdf

https://cdn.currentlighting.com/site/installationmanuals/93088666_Is_universe_medium_kll.pdf



WESTPORT, CONNECTICUT

DEPARTMENT OF PUBLIC WORKS

TOWN HALL, 110 MYRTLE AVE.
WESTPORT, CONNECTICUT 06880
(203) 341 1120

November 17, 2023

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

Re: **Request for Appropriation from the Capital and Non-recurring fund – Purchase of one (1) F350 Building Maintenance Service Truck with Service body and lift gate**

Dear Ms. Tooker,

This office respectfully requests an appropriation of **\$65,000** for replacement of our 2013 F350 Building Maintenance Service Truck. This is a front-line piece of equipment assigned to the Division. On a daily basis it is used for servicing our buildings and Facilities. The truck is also one of three vehicles that Building Maintenance uses to clear and manage snow and ice removal for our public buildings and facilities during snowstorms. During other severe weather events such as Nor'easters, Hurricanes, severe windstorms, etc., this vehicle is one of several that we use to move portable generators and or other equipment around town to locations that need them.

Currently Truck #53 is showing signs of fatigue and wear. We anticipate needing numerous other repairs to the 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 10-year Capital forecast in FY 2024 at a value of \$65,000. The attached cost summary reflects the base price for the vehicle from State Bid #19PSX0161, the upfit of the cab and chassis with a utility body and lift gate, for a total of \$67,068.90. Utilizing a and a 12% allowance for installation of lights, radio, electronics, and other accessories, the request is for a grand total of **\$75,000**.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich", written over a horizontal line.

Peter A. Ratkiewich, P.E.
Director of Public Works
cc: Gary Conrad, Finance Director

JUSTIFICATION FOR A EQUIPMENT/VEHICLE

DEPARTMENT INFORMATION

DEPT NAME: PUBLIC WORKS – FACILTY MAINTENANCE Date:11/17/23

EQUIPMENT OR VEHICLE NAME AND DESCRIPTION
REPLACEMENT FOR 2013 F350 W/ LIFTGATE

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO
If no, why not?

APPROXIMATE COST: \$75,000 COST IN CAPITAL FORECAST: \$65,000
Source of funds: CNR – PUBLIC WORKS

ESTIMATED USEFUL LIFE: 10 YEARS

Has an RFP been issued? YES NO This vehicle cost is based on the State bid #19PSX0161
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 vehicle is used in daily operations by the Building Maintenance division to move men materials and equipment between various town properties. During storms it is used heavily to shuttle snow blowers, salt and tools around to various town properties for snow removal

Is it a replacement? YES NO 2013 F350 w/Lift Gate
If yes, describe condition of what is to be replaced: Please see spreadsheet
Pictures attached? YES NO

FINANCE

This section to be completed by the Finance Director.

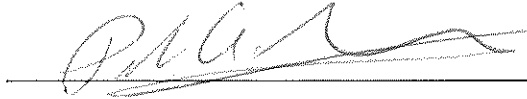
EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:

IF APPROVED:

IF NOT APPROVED:

REVIEW/SIGN-OFF

DEPARTMENT HEAD



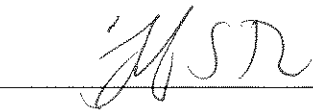
DATE:

11/17/23

FINANCE DIRECTOR

DATE:

FIRST SELECTMAN



DATE:

11-21-2023

SUMMARY OF TRUCK # 62 REPLACEMENT COST:

Base Price from State Bid # 19PSX0161	\$ 46,055.00
Total Options including discount	\$ 1,903.50
Truckcraft upfit costs, including discount	\$ 19,110.40
Total cost from dealer	\$ 67,068.90

Allowance for Strobes, AVL + installation, seat covers, Radio + installation, on-board tablet, etc.; (estimate at 12% dealer cost)	\$ 8,048.27
--	-------------

Grand total	\$ 75,117.17
-------------	--------------

Appropriation Request	\$ 75,000.00
------------------------------	---------------------

Prepared by :
Peter Ratkiewicz, P.E.
Westport Director of Public Works

Gengras Ford, LLC

225 New Britain Avenue
 Plainville, CT 06062
 Phone: 860.727.6302
 www.gengras.com



Quote Number: 230922009

Fleet Nr: -

STATE CONTRACT NO: 19PSX0161

Make	MY	Model	Contract Price
Ford	2024	F-350 Reg Cab 4x4 (F3B) - 142" WB, 8 foot bed	\$ 46,055.00

All specifications are subject to verification of manufacturer's published standard and optional equipment. Vehicle to include all manufacturers standard equipment plus the following options:

	Option Code	Description	List Price
1	Z1	Oxford White	\$ -
2	AS	Vinyl 40/20/40 Medium Dark Slate	\$ -
3	99A	6.8L DEV V8 Gas engine	\$ -
4	44F	Ten speed Automatic Trans	\$ -
5	610A	XL Package	\$ -
6	STD	Cruise Control	\$ -
7	STD	Trailer Brake Controller (incl. Smart Trailer Tow Connector)	\$ -
8	STD	Power Equipment Group - Manually Telescoping, Folding Trailer Tow Mirrors with Power/Heated Glass, Heated Convex Spotter Mirror, Integrated Clearance Lamps/Turn Signals	\$ -
9	STD	Spare Key - One (1)	\$ -
10	473	Snow Plow Prep	\$ 250.00
11	67B	HD Alternator - 410 amp	\$ 115.00
12	86M	Medium-duty Batteries	\$ 210.00
13	66S	Upfitter Switches	\$ 165.00
14	43C	110 v / 400 watt inverter	\$ 175.00
15	592	Roof Clearance Lights	\$ 95.00
16	18B	Cab Steps	\$ 320.00
17	X3E	3.73:1 Locking Rear Axle	\$ 430.00
18	TDX	AT Tires - 18"	\$ 265.00
19	GVW	11,400 lb GVWR	\$ -
20			\$ -
21			\$ -
22			\$ -
23			\$ -
24			\$ -
25			\$ -
Total Options per Contract Price (list price)			\$ 2,025.00
Total Factory Options Discount (6%)			\$ (121.50)
Total Options per Contract Price (net price)			\$ 1,903.50

Gengras Ford, LLC

225 New Britain Avenue
Plainville, CT 06062
Phone: 860.727.6302
www.gengras.com



Quote Number: 230922009

Aftermarket Accessories

	Vendor / Manufacturer	Hours	Description	List Price
1	Reading Body	2.0	Eight foot service body and accessories as described on the following page	\$ 22,339.00
2	Other	2.0	Complete chassis and underbody rustproofing	\$ 899.00
3		0.0		\$ -
4		0.0		\$ -
5		0.0		\$ -
6		0.0		\$ -
Total Hours		4.0		
<i>Total Aftermarket Options (list price)</i>				\$ 23,238.00
<i>Total Aftermarket Options Discount (20%)</i>				\$ (4,647.60)
<i>Total Hours x \$130 / hour rate</i>				\$ 520.00
Total Net Aftermarket Options plus Total Labor				\$ 19,110.40

Trade Allowance

Year	Make	VIN	Description / Mileage	Allowance
				\$ -
				\$ -
				\$ -
Total Trade In Allowance				\$ -

Comments:

Ballment pool pick up truck stock order placed by Gengras Ford. Chassis upfit is required before pool release to dealer.

Additional fees / Charges

		State of CT Trade In Assessment (Note: Fee is payable to State of CT):	\$ -
		Dealer Conveyance Fee (\$799.00)	\$ -
		Registration Fee (estimated, actual cost will appear on your final invoice)	\$ -
		DMV Inspection Fee (as required)	\$ -
		Total Additional Fees	\$ -
Customer:	Town of Westport		
FIN Code:	QD236		
VIN:			
			Total (per unit)
			\$ 67,068.90
Quantity	1		Grand Total (all)
			\$ 67,068.90

This quote valid for 30 days from the date created.

READING U98ASW CLASSIC II STEEL SERVICE BODY
SRW 56" C/A REQUIRED

NOTE SPECIAL CONSIDERATIONS FOR 2023 PICK UP TAKE OFF LIMITATION PER FORD

STANDARD FEATURES -

BODY LENGTH: 98" BODY WIDTH: 77.5" UNDERSTRUCTURE: 5"
COMPARTMENT HEIGHT: 40" COMPARTMENT DEPTH: 14.5" LOAD FLOOR WIDTH: 48.5"
COMPLETE STAINLESS STEEL PADDLE LATCHES WITH ROTARY LOCKS
A60 GALVANNEALED STEEL, E-COAT IMERSION PRIMING SYSTEM
PATENTED HIDDEN HINGES WITH OVERLAPPING DOOR CONSTRUCTION
FLUSH MOUNT LED TAIL LIGHTS
NITROGEN GAS STRUT DOOR HOLDERS ON ALL VERTICAL DOORS
FULLY PRIMED & UNDERCOATED UNDERSTRUCTURE
STANDARD SHELVING & DIVIDERS
POOCHED REAR BUMPER
READING 6 YEAR LIMITED WARRANTY

READING POWDER COAT: WHITE

COMPLETE & INSTALLED \$13,786.00
*INCLUDES FACTORY CAMERA REMOUNT (SEE OPTIONS BELOW FOR REVERSE SENSORS)

FORD INTERIM P.D.I. Inc.

OPTIONS: (SELECT FROM LIST BELOW)

TOMMY GATE G2-54-1342 TP38
1300# CAPACITY, TWO PIECE STEEL TREADPLATE 38" + 4" TAPER \$5,860.00
INCLUDE CAMERA RELOCATION AND BUMPER STEPS
FACTORY MOUNTING BRACKETS WILL REDUCE OVERALL WIDTH OF CARGO AREA DUE TO GUSSETS
 READING WHITE POWDER COAT OVERHEAD LADDER RACK \$893.00
 LINEX CARGO AREA & COMPARTMENT TOPS \$1,200.00
 2X AUX WORK LIGHTS, MOUNTED TO REAR OF BODY, WIRED TO SWITCH \$600.00

TOTAL MSRP WITH SELECTED OPTIONS = \$22,339.00



WESTPORT, CONNECTICUT

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

November 20, 2023

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

Re: Request for Appropriation from American Rescue Plan Act, (ARPA), Funds for additional
Post Road Bus shelters

Dear Ms. Tooker,

This office herein requests an appropriation from the American Rescue Plan Act Funds in the amount of **\$250,000.00** for the construction of four bus shelters at various locations along the Post Road

In December of 2021 the RTM appropriated \$150,000 for construction of four bus shelters along the Post Road. At present two of those structures are being constructed with two more going in shortly after. However, the material cost for the shelters themselves has risen significantly since 2021. Attached is a cost estimate per shelter.

The work will be bid out utilizing our normal purchasing procedure 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", is written over a horizontal line.

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

cc: Gary Conrad, Finance Director
G:\PW_OFF\PAR\APPRQSTARPA BUSSHELTERS R2.DOCX

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works Date: 11-20-23

PROJECT NAME AND DESCRIPTION
Construction of four bus shelters along the Post Road

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? 2023
Which FY was the project first planned? 2021

APPROXIMATE COST:	\$226,000.00	COST IN CAPITAL FORECAST:	
CONTINGENCY (10%):	\$ 22,600.00		
	\$248,600.00	←TOTAL	REQUEST→ \$250,000

SOURCE OF FUNDS:

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

OTHER, DESCRIBE: ARPA funds

PAYBACK PERIOD: N/A

PROJECTED START DATE: Summer 2024 EST. COMPLETION DATE: Fall 2024

ESTIMATED USEFUL LIFE: 30 years

Is this project part of a larger capital project?

Has an RFP been issued? YES NO Project will be bid using our normal purchasing procedure

Have bids been received? YES NO Number of bids received: _____

Was the lowest bid the winner? YES NO If not, why? _____

Who will benefit from the project?
Users of the Coastal link transit system

Is it a replacement? YES NO

If yes, describe condition of what is to be replaced: _____

Pictures attached?	YES	NO
	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

FINANCE

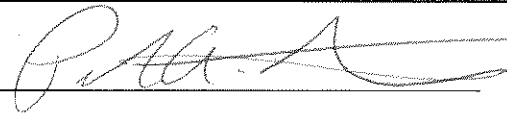

This section to be completed by the Finance Director.

EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:

IF APPROVED:

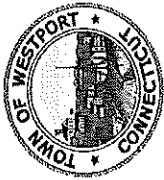
IF NOT APPROVED:

REVIEW/SIGN-OFF

DEPARTMENT HEAD		DATE: 11.20.23
FINANCE DIRECTOR	_____	DATE: _____
FIRST SELECTMAN		DATE: 11.21.2023

Bus shelter Estimate

Estimated Shelter cost	\$ 40,000.00		
solar lighting	\$ 2,500.00		
concrete pad	\$ 8,000.00		
sidewalk allowance	\$ 6,000.00		
subtotal	\$ 56,500.00		
10% contingency	\$ 5,650.00		
Grand total	\$ 62,150.00	per shelter	
	\$ 248,600.00	for four shelters	



Engineer's Cost Estimate

**Pump Station #10 - 10" DIP Force Main CIPP Lining Phase 3 (formerly phase 2)
1720 Post Road East - 1620 Post Road East**

Item	Item Description	Estimated Cost	Vendor	Actual Costs
1	1000' LF - 10" CIPP Liner Complete in Place \$146.00 / LF	\$ 146,000.00	Green Mountain (Proposal)	
2	Bypass Trucking of sewage 3-trucks, 3 days, 10hrs/day = 90 hours@ \$300.00/hr	\$ 27,000.00	Estimated	
3	Support Excavation & Pipe Work	\$ 75,000.00	AJ Penna (Proposal)	
	1) Entry Pit 16'L x 6"W x 10'D Excavate & Shore (2-5 day duration)			
	Cut & Remove 2 - 45deg bends and cut back 10"DIP 8' - 10' separation to open ends			
	Install new 10" C900 with 2-10"DIP 45deg bends with MJ fittings & 2 10" Hymax couplings			
	Restore all effected concrete sidewalks and driveway apron and pavement restoration			

Total Estimated \$ 248,000.00
 10% Contingency \$ 24,800.00
Grand Estimated Total \$ 272,800.00

Funding Request \$ 275,000.00



WESTPORT

DEPARTMENT OF PUBLIC WORKS

TOWN HALL, 110 MYRTLE AVE.
WESTPORT, CONNECTICUT 06880
(203) 341 1120

November 17, 2023

Jennifer S. Tooker
First Selectwoman
Town Hall
Westport, CT 06880Re: Appropriation from Sewer Reserve Fund
Emergency Repairs to Force Main, PS#10, Round 3

Dear Ms. Tooker,

This office, herein, requests an appropriation from the Sewer Reserve Fund in the amount of Two Hundred Seventy Five Thousand dollars (\$275,000.00) for the third round of emergency repairs to the Pump Station #10 force main. I am referring to this last repair effort as Round 3.

Pump Station #10 is located on the north side of Greens Farms Road, at the town line between Westport and Fairfield. It was constructed in 1975 along with a 10" ductile iron force main. The force main runs from the pump station westerly along Greens Farms Road, northerly up Bulkley Avenue South, then across the Stop and Shop parking lot exiting at the western entrance to Stop and Shop. From there it runs west along the Post Road until discharging in a gravity manhole just East of Maple Avenue.

In August of this year, we were called out to repair new ruptures in the existing ductile iron line, in a location west of our 2022 Round 1 repair, once again on an emergency basis. In August we requested and received \$275,000 to line an additional 1000 LF of pipe, one end of which ran under the 345KW electrical duct bank the runs along the Post Road. (I will refer to that request as Round 2 of the lining repair project). During the attempt at execution of Round 2, we ran into some undocumented bends in the force main that prevented us from installing the liner in the intended Round 2 pipe run. In order to prevent just shutting down the effort, and incurring mobilization costs, our crew quickly shifted gears and lined the remaining 1000 feet further west of the entry point.

At the same time, we analyzed the issue on the undocumented pipe bends and determined what we would need to do to get the line through the original intended sewer run. We still had to line that section as it was the section most at risk of creating a major problem. Last week we were

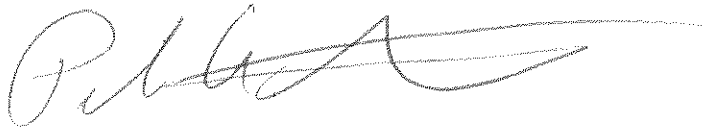
Pump Station #10 Force Main Emergency Repair request ; November 17, 2023

able to get the liner through the last 1000 feet of pipe, under the electrical duct bank, and complete the 3000 LF of pipe lining. This \$275,000 request is to cover the last 1000 feet that we completed last week.

All three Rounds of Pipe lining were part of a larger project to replace the entire force main, which was projected in the 5-year capital forecast in FY2024 at a cost of \$750,000. Because of the recent breaks this work was done on an emergency basis and will resolve the worst sections of the pipe run permanently without any major disruption to the retail establishments along the Post Road under which it runs.

Attached is a breakdown of costs associated with this work.

Respectfully,

A handwritten signature in black ink, appearing to read "Peter A. Ratkiewich", with a long horizontal flourish extending to the right.

Peter A. Ratkiewich
Director of Public Works

cc: Gary Conrad, finance Director

G:\Pw_of\PAR\APPRQST\PS#10 Force MainEmerRepairs Round3

JUSTIFICATION FOR A CAPITAL PROJECT

DEPARTMENT INFORMATION

DEPT NAME: Department of Public Works November 17, 2023

PROJECT NAME AND DESCRIPTION
 Pump Station 10 Force Main Pipe Lining Round 3

IS IT LISTED IN THE 5-YR CAPITAL FORECAST? YES NO

If no, why not? First Proposed in 2019
 If yes, answer the following two questions:
 Which FY was the project first proposed?
 Which FY was the project first planned? Planned for 2024 but has become an emergency repair due to additional ruptures.

APPROXIMATE COST: \$248,000.00 COST IN CAPITAL FORECAST: \$750,000.00 for 3100lf of 10" force main. The current request will replace 1000lf or 1/3 the total length.

CONTINGENCY (10%): \$24,800.00

\$272,800.00 ← TOTAL REQUEST → \$275,000.00

SOURCE OF FUNDS:

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

OTHER, DESCRIBE: Sewer Reserve Fund

PAYBACK PERIOD:

PROJECTED START DATE: November 1, 2023 EST. COMPLETION DATE: November 10, 2023

ESTIMATED USEFUL LIFE: 75 years

Is this project part of a larger capital project? yes

Has an RFP been issued? YES NO Engineering staff developed bid documents

Have bids been received? YES NO Number of bids received: 2 Prequalified Bidders

Was the lowest bid the winner? YES NO If not, why? _____

Who will benefit from the project? Residents within the associated sewer-shed

Is it a replacement? YES NO Internal lining of the existing force main with a "Cured in Place
 Pipe" CIPP Fiberglass reinforced liner

If yes, describe condition of what is to be replaced: _____

Pictures attached? YES NO

What other approvals/reviews are necessary to begin this project? RTM, BOS
(NOTE: This project is going ahead on an emergency basis, per approval from the Finance Director)

FINANCE


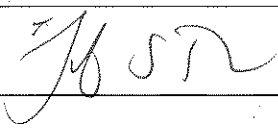
This section to be completed by the Finance Director.

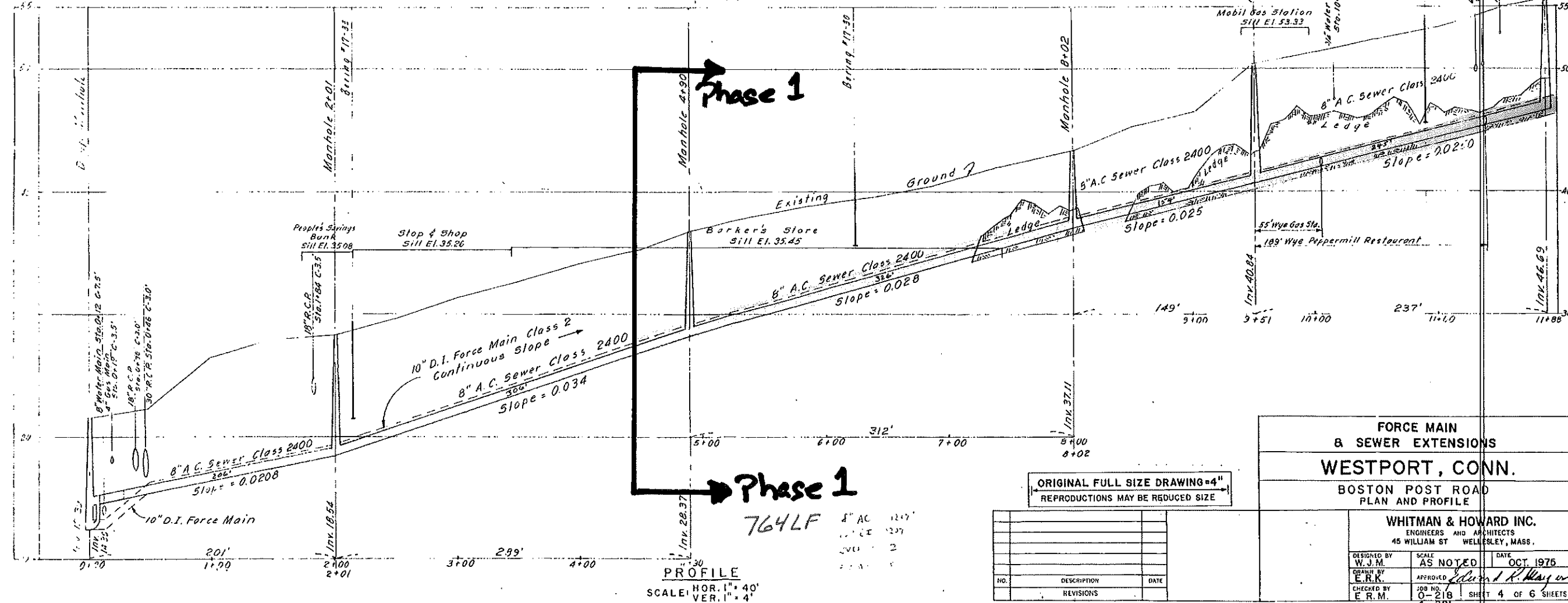
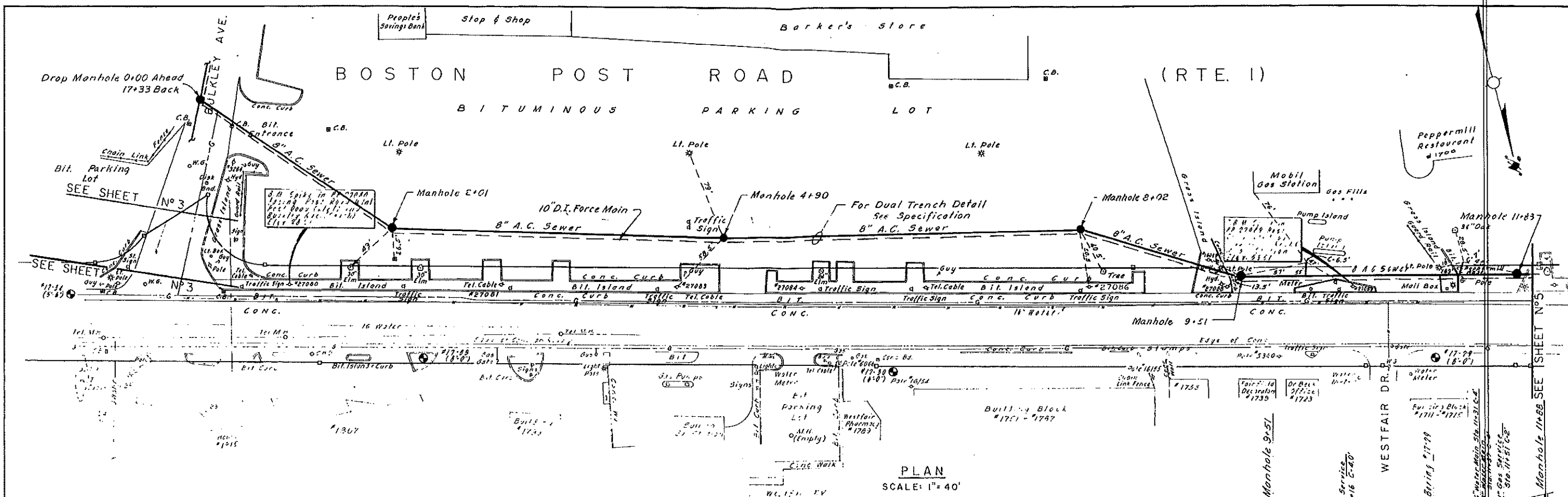
EFFECT ON TOWN FINANCES, INCLUDING DEBT SERVICE:

IF APPROVED: _____

IF NOT APPROVED: _____

REVIEW/SIGN-OFF

DEPARTMENT HEAD		DATE: 11.20.23
FINANCE DIRECTOR	_____	DATE: _____
FIRST SELECTMAN		DATE: 11-21-2023



Phase 1

Phase 1

764LF
 8" AC 12.7
 10" DI 12.7
 2
 2

ORIGINAL FULL SIZE DRAWING=4"
 REPRODUCTIONS MAY BE REDUCED SIZE

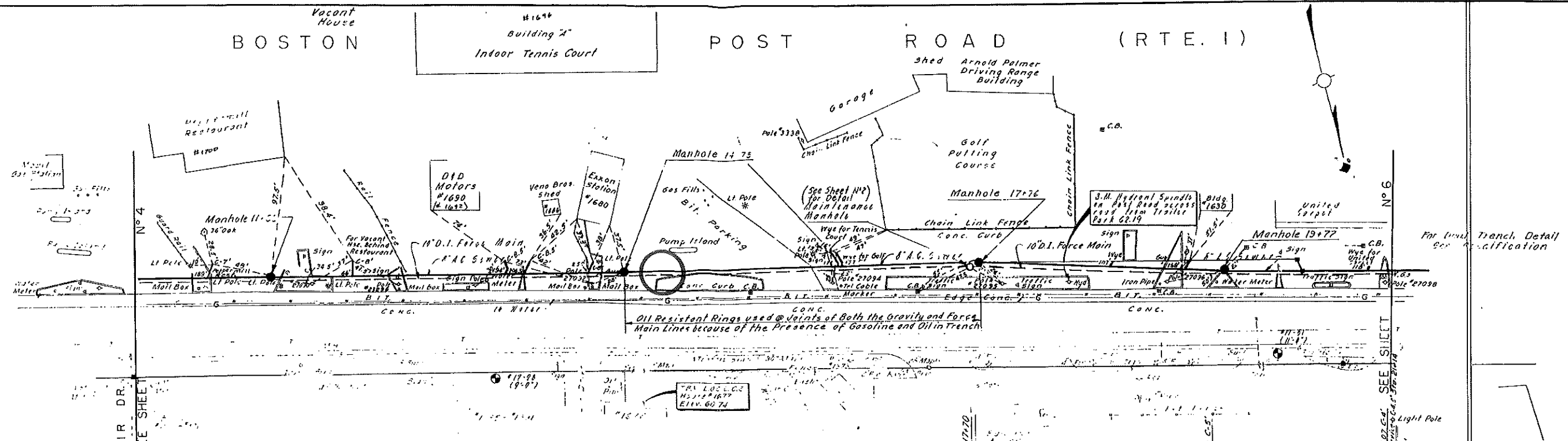
NO.	DESCRIPTION	DATE

**FORCE MAIN
& SEWER EXTENSIONS
WESTPORT, CONN.**

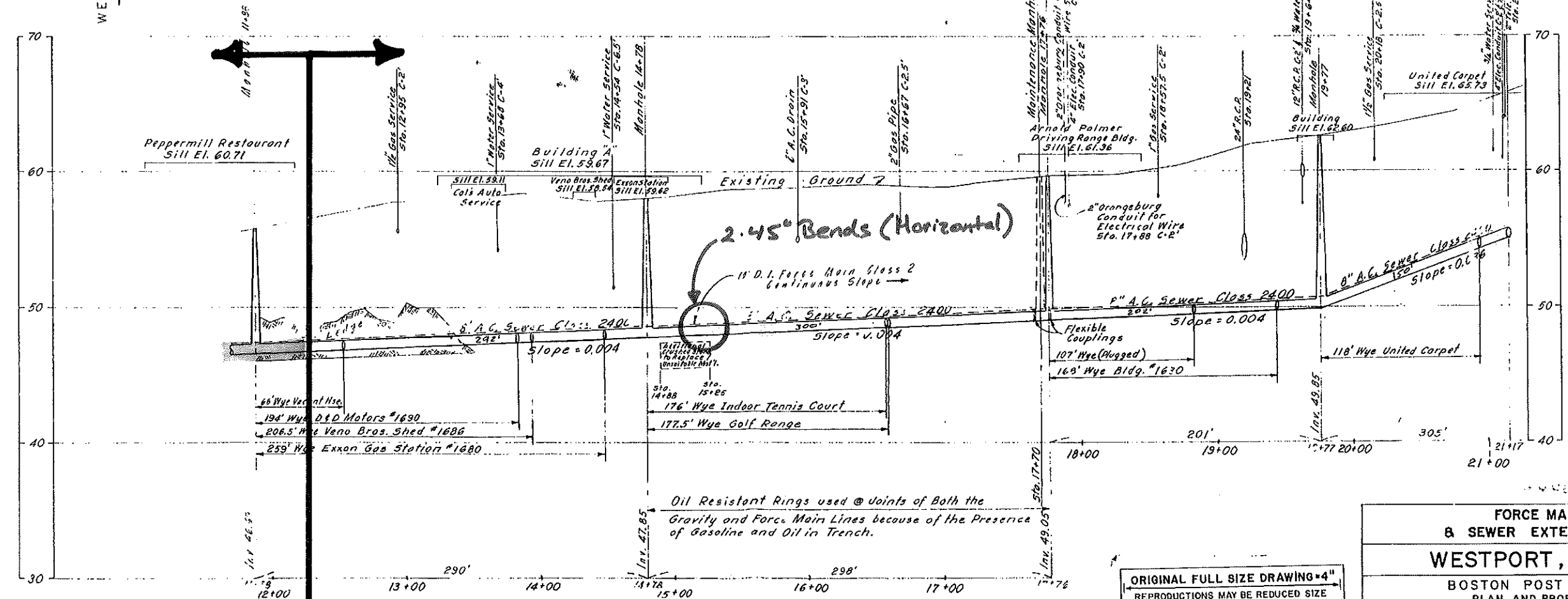
**BOSTON POST ROAD
PLAN AND PROFILE**

WHITMAN & HOWARD INC.
 ENGINEERS AND ARCHITECTS
 45 WILLIAM ST WELLESLEY, MASS.

DESIGNED BY W. J. M.	SCALE AS NOTED	DATE OCT. 1976
DRAWN BY E. R. K.	APPROVED <i>Edward R. Mayon</i>	
CHECKED BY E. R. M.	DWG NO. 0-218	SHEET 4 OF 6 SHEETS



PLAN
SCALE: 1" = 40'



PROFILE
SCALE: HOR. 1" = 40'
VER. 1" = 4'

Phase 1
764 LF

Phase 3
1000 LF

ORIGINAL FULL SIZE DRAWING = 4"
REPRODUCTIONS MAY BE REDUCED SIZE

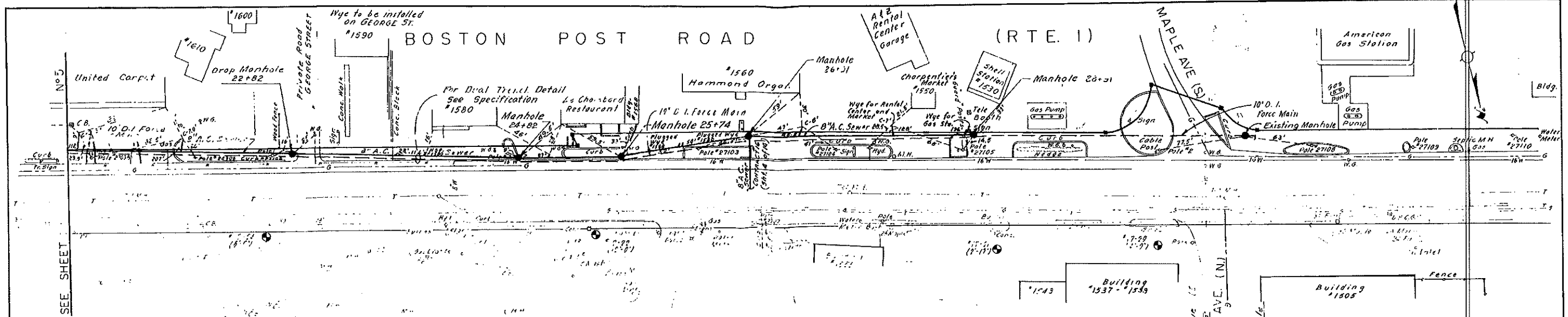
NO.	DESCRIPTION	DATE

FORCE MAIN & SEWER EXTENSIONS
WESTPORT, CONN.
BOSTON POST ROAD
PLAN AND PROFILE

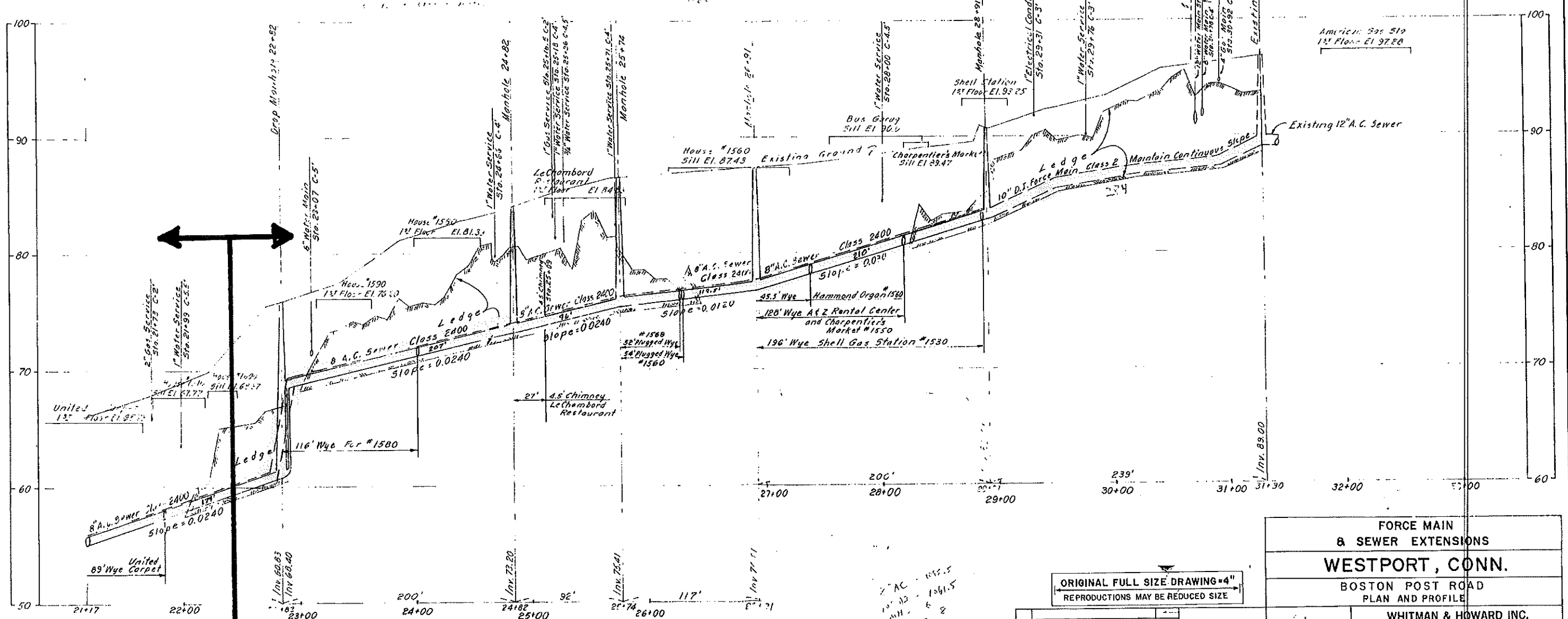
WHITMAN & HOWARD INC.
ENGINEERS AND ARCHITECTS
45 WILLIAM ST. WELLESLEY, MASS.

DESIGNED BY W.J.M.	SCALE AS NOTED	DATE OCT 1975
DRAWN BY E.R.K.	APPROVED Edward R. Howard	
CHECKED BY E.R.M.	JOB NO. O-218	SHEET 5 OF 6 SHEETS

Contract 15



PLAN
SCALE: 1" = 40'



Phase 3
1,000 LF

Phase 2
890 LF

PROFILE
SCALE: HOR. 1" = 40'
VER 1" = 4'

ORIGINAL FULL SIZE DRAWING = 4"
REPRODUCTIONS MAY BE REDUCED SIZE

FORCE MAIN & SEWER EXTENSIONS			
WESTPORT, CONN.			
BOSTON POST ROAD PLAN AND PROFILE			
WHITMAN & HOWARD INC. ENGINEERS AND ARCHITECTS 45 WILLIAM ST. WELLESLEY, MASS.			
DESIGNED BY W. J. M.	SCALE AS NOTED	DATE OCT. 1975	
DRAWN BY E. R. K.	APPROVED <i>[Signature]</i>	JOB NO. 0-216	
CHECKED BY E. R. M.	4-281	SHEET 6 OF 6 SHEETS	



WESTPORT, CONNECTICUT


OFFICE OF THE TOWN ATTORNEY

EILEEN LAVIGNE FLUG
ASSISTANT TOWN ATTORNEY

MEMORANDUM

To: Jennifer S. Tooker, First Selectwoman

CC: Gary Conrad, Finance Director

From: Eileen Lavigne Flug, Assistant Town Attorney 

Date: November 22, 2023

Subject: 40-Year Deed Restriction for Dwelling at 136 Riverside Avenue

I request that the attached proposed 40-year deed restriction for the dwelling at 136 Riverside Avenue be added to the Board of Finance agenda. This deed restriction is intended to qualify the 6 units in the dwelling as affordable housing under CGS Section 8-30g. The Town entered into a 49-year lease with Abilis Inc. two years ago for Abilis to use the dwelling as Special Needs Housing.

Thank you.

Approved for Submission to the Board of Finance:

A handwritten signature in cursive script, appearing to read "JST", is written above a horizontal line.

Jennifer S. Tooker, First Selectwoman

SCHEDULE D DEED RESTRICTIONS

The language below shall be recorded on the Westport land records as a deed restriction for the premises at 136 (aka 170) Riverside Avenue, Westport, Connecticut.

TO BE RECORDED:

DECLARATION OF RESTRICTIVE COVENANTS

The Town of Westport is owner in fee simple of a multi-unit dwelling house (the “Dwelling House”) located within the larger Town-owned parcel at 136 (aka 170) Riverside Avenue, Westport, Connecticut, and identified as “2 Story Residence” on that certain map entitled, “Property Survey Depicting Parcels to be Consolidated, Prepared for The Town of Westport, Westport, CT,” prepared by Redniss & Mead and dated October 24, 2000, which map is filed on the Westport Land Records as Map #9473. This deed restriction only applies to the five (5) dwelling units (the “Affordable Units”) within the Dwelling House and does not apply to any other portion of 136 (aka 170) Riverside Avenue.

The Town of Westport hereby covenants and agrees for itself and its successors and assigns, that the Affordable Units shall be subject to the following restrictions:

The Affordable Units are affordable housing dwelling units under Connecticut General Statutes § 8-30g, the applicable Regulations of Connecticut State Agencies, § 32-27.4 of the Westport Zoning Regulations, and Westport Planning and Zoning Resolution #PZ-21-00102, and as further provided in an Affordability Plan recorded on the Westport Land Records. As such, the dwelling units are subject to limitations on the maximum annual income of the households that may occupy each unit and are subject to limitations on the maximum rent that may be charged for each unit. These limitations shall be strictly enforced and may be enforced by the zoning enforcement authority of the Town of Westport against the lessee of the Dwelling House and/or the person(s) identified in the Affordability Plan as responsible for the administration of these limitations.

For forty (40) years from the date of initial occupancy of one of the Affordable Units, two (2) of the Affordable Units shall be occupied by persons whose annual household income is equal to or less than forty percent (40%) of the lesser of the state median income (“SMI”) or the area median income (“AMI”), as defined in subsection 8-30g-1(10) of the Regulations of Connecticut State Agencies (the “40-Percent Units”), and three (3) of the Affordable Units, including the studio unit, shall be occupied by persons or families whose annual household income is equal to or less than sixty percent (60%) of the lesser of the SMI or AMI (the “60-Percent Units”). Rent to be charged to tenants in the 40-Percent Units and the 60-Percent Units shall not exceed the maximum rents as calculated in accordance with Section 8-30g-8 of the Regulations of Connecticut State Agencies. Sample calculations of maximum rents are set forth in the Affordability Plan.

The Town of Westport reserves the right to revoke and terminate this deed restriction and the associated Affordability Plan if the Affordable Units are determined by the Commissioner of

Housing, or by any court or other entity with jurisdiction over this matter, to not qualify for eleven (11) or more housing unit equivalent points toward a moratorium under Connecticut General Statutes Section 8-30g.

IN WITNESS WHEREOF the said **Town of Westport** has caused these presents to be signed, acknowledged, and delivered in its name by its duly authorized representative, this ____ day of _____, 2023.

TOWN OF WESTPORT

By: _____
Jennifer S. Tooker
First Selectwoman

WITNESSES:

PRINT NAME:
PRINT ADDRESS:

PRINT NAME:
PRINT ADDRESS:

State of Connecticut }
 }
County of Fairfield } ss. Westport

On this _____ day of December, 2023, before me, the undersigned officer, personally appeared Jennifer S. Tooker, First Selectwoman of the Town of Westport, who executed the foregoing instrument for the purposes therein contained, by signing her name hereto.

In witness whereof I hereunto set my hand

Commissioner of the Superior Court / Notary Public
My commission expires: _____

DRAFT

BOARD OF FINANCE SCHEDULE - 2024 CALENDAR

*(UNLESS OTHERWISE NOTED, ALL MEETINGS BEGIN AT 7:30PM IN THE AUDITORIUM OF TOWN HALL)

MEETING DATE (WED)	MEETING DESCRIPTION	AGENDA DEADLINE
Jan. 3, 2024	REGULAR MEETING-Including discussion of 2024-25 Budget Expectations	December 15, 2023
Jan. 5, 2024 Jan. 11, 2024	BOARD OF EDUCATION BUDGET MEETING BOARD OF EDUCATION REGULAR MEETING	
Feb. 7, 2024	REGULAR MEETING - BOE 2nd QTR Financial Report, Reserve Fund Review and BOE Risk Analysis	January 12, 2024
Feb. 13, 2024 (TUE)	BUDGET MEETING (6:00 PM-9:00PM) Library - Brooks Place Room 1st Floor Informal Workshop: Parks & Recreation, Wakeman, Public Works/Sewer, Human Services	
Feb. 14, 2024 (WED)	BUDGET MEETING (6:00 PM-9:00PM) Library - Brooks Place Room 1st Floor Executive Session from 6:00pm - 6:30pm Risk Analysis Discussion Informal Workshop: Police, Transit, Fire	
Feb. 15, 2024 (THUR)	BUDGET MEETING (6:00 PM-9:00PM) Library - Brooks Place Room 1st Floor Informal Workshop: Earthplace, Health District, Library, IT, General Government: Pension, Insurance, Transfers, Other/General	
Mar. 6, 2024	REGULAR MEETING - Selectwoman & BOE Budget Presentation/Summary	February 16, 2024
Mar. 13, 2024 (WED) Mar. 14, 2024 (THUR)	FORMAL BUDGET MEETING (7:30 PM) (Town, Railroad Parking, Sewer & Wakeman) FORMAL BUDGET MEETING (7:30 PM) (Board of Education)	
Apr. 3, 2024	REGULAR MEETING - Budget Restorations/Final Recommendations	March 18, 2024
May 22, 2024	REGULAR MEETING - BOE 3rd QTR Financial Report/Set Tax Rate/Appoint Auditors	May 6, 2024
June 5, 2024	REGULAR MEETING	May 20, 2024
July 3, 2024	REGULAR MEETING	June 17, 2024
Aug. 7, 2024	REGULAR MEETING - BOE 4th QTR Financial Report	July 22, 2024
Sept. 4, 2024	REGULAR MEETING	August 23, 2024
Oct. 2, 2024	REGULAR MEETING- Capital Forecast Review	September 16, 2024
Nov. 6, 2024	REGULAR MEETING - BOE 1st QTR Financial Report	October 21, 2023
Dec. 4, 2024	REGULAR MEETING - (Including Liability Review)	November 11, 2024
Jan. 8, 2025	REGULAR MEETING - Including discussion of 2025-26 Budget Expectations	December 16, 2024