

**RTM Meeting Minutes  
January 2, 2024, Westport Town Hall**

**The Call**

1. To take such action as the meeting may determine, upon the recommendation of the First Selectwoman, to approve the appointment of Deputy RTM Moderator, Lauren Karpf, to serve as the Town's alternate representative to the Western Connecticut Council of Governments per subsection (b) of Section 2-4 of the Code of Ordinances, for the term effective November 2023 through November 2025.
2. To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Human Services, to approve an appropriation of \$70,561 from the Capital and Non-Recurring Fund Account 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.
3. To take such action as the meeting may determine, upon the recommendation of the Board of Finance and request by the Deputy Chief of Police, to approve an appropriation of \$362,194.37 from the Capital and Non-Recurring Fund Account for the replacement of the existing 2006 Boston Whaler "Marine II" police patrol boat.
4. To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Deputy Chief of Police, to approve an appropriation of \$85,840 from the Capital and Non-Recurring Fund Account for the replacement of the two existing motors for the Marine I police patrol boat.
5. To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$75,000 from the Capital and Non-Recurring Fund Account for the purchase of one (1) F350 Building Maintenance Service Truck.
6. To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$250,000 from the American Rescue Plan Act (ARPA) Fund for additional Post Road bus shelters.

7. To take such action as the meeting may determine, upon the recommendation of the Board of Finance and a request by the Director of Public Works, to approve an appropriation of \$275,000 from the Sewer Reserve Fund Account for the third round of emergency repairs to the Pump Station #10 force main.

8. To take such action as the meeting may determine, upon the request of 2 RTM members and a recommendation of the Planning and Zoning Commission, to adopt an ordinance to add an inclusionary zoning fee to Appendix C – Fees in the Town Code, at the rate of \$5 per \$1000 in construction cost. (First reading. Full text available in the Town Clerk’s Office).

The meeting called to order at 7:30 p.m.

Attendance: 32 RTM members present. Absent: Tait, Burkhardt, Hogan and Hayes.

Voting on the following resolutions:

(1)

**RESOLVED:** That the appointment of Deputy RTM Moderator, Lauren Karpf, to serve as the Town’s alternate representative to the Western Connecticut Council of Governments per subsection (b) of Section 2-4 of the Code of Ordinances, for the term effective November 2023 through November 2025 is hereby approved.

**By roll call vote, the motion passes 30-0-1. Mrs. Karpf abstained. Mrs. Bram not present for vote.**

(2)

**RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Director of Human Services, the sum of \$70,561 from the Capital and Non-Recurring Fund Account 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 is hereby appropriated. This is reimbursable by the ~~Southwest Connecticut Agency~~ State Unit on Aging - American Rescue Plan Act (ARPA) Senior Center Grant.

**By show of hands, the motion passes unanimously 32-0.**

(3)

**RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Deputy Chief of Police, the sum of \$362,194.37 from the Capital and Non-Recurring Fund Account for the replacement of the existing 2006 Boston Whaler “Marine II” police patrol boat is hereby appropriated.

**By show of hands, the motion passes unanimously 32-0.**

(4)

**RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Deputy Chief of Police, the sum of \$85,840 from the Capital and Non-Recurring Fund Account for the replacement of the two existing motors for the Marine I police patrol boat is hereby appropriated.

**By show of hands, the motion passes unanimously 32-0.**

(5)

**RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$75,000 from the Capital and Non-Recurring Fund Account for the purchase of one (1) F350 Building Maintenance Service Truck is hereby appropriated.

**By show of hands, the motion passes unanimously 32-0**

(6)

**RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$250,000 from the American Rescue Plan Act (ARPA) Fund for additional Post Road bus shelters is hereby appropriated.

**By show of hands, the motion passes unanimously 32-0**

(7)

**RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$275,000 from the Sewer Reserve Fund Account for the third round of emergency repairs to the Pump Station #10 force main is hereby appropriated.

**By show of hands, the motion passes unanimously 32-0**

(8)

**RESOLVED:** That upon the request of 2 RTM members and a recommendation of the Planning and Zoning Commission, an ordinance to add an inclusionary zoning fee to Appendix C – Fees in the Town Code, at the rate of \$5 per \$1000 in construction cost is hereby adopted. (First reading. Full text is as follows).

Sec. 1. - Schedule of fees.

§	Description	Fee Amount
<i>Chapter 2. Administration</i>		
2-55	Land use fees.	
	B. Zoning permits.	
	The fee for a zoning permit for new construction and/or alterations shall be based upon the estimated cost of the project at a rate of:	
	(1) For residential:	
	Minimum residential permit fee:	\$40.00
	\$2.00 per \$1,000.00, or part thereof, of construction cost up to \$100,000.00.	
	\$3.00 per \$1,000.00, or part thereof, construction cost from \$100,001.00 up to \$499,999.00.	
	\$4.00 per \$1,000.00, or part thereof, construction cost over \$500,000.00.	

		(2) Special permit uses in residential zones:	
		Minimum special permit fee:	\$50.00
		\$3.00 per \$1,000.00, or part thereof, of construction cost up to \$100,000.	
		\$4.00 per \$1,000.00, or part thereof, of construction cost from \$100,001.00 up to \$499,999.00.	
		\$5.00 per \$1,000.00, or part thereof, of construction cost from \$500,000.00 up to \$999,999.00.	

The meeting adjourned at 8:45 p.m.

Respectfully submitted,  
 Jeffrey M. Dunkerton  
 Town Clerk