

Board of Selectmen  
November 12, 2015  
APPROVED MINUTES

The Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public hearing on Thursday, November 12, 2015 at 8:30 a.m. in Room 307/309 of the Westport Town Hall. In attendance were Jim Marpe, Avi Kaner, Helen Garten, Steve Edwards, Eileen Zhang, Barbara Butler, Sue Pfister, Sarah Heath, Dewey Loselle, Gary Conrad, Ralph Chetcuti, presenters as noted in the minutes, members of the public and Eileen Francis, recording secretary.

MINUTES

1. Item #1 was presented by Avi Kaner. There were no revisions. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the minutes of the Board of Selectmen's special public hearing of November 4, 2015 are hereby APPROVED.

REQUEST TO CLOSE MAIN STREET FOR DECEMBER 3, 2015 HOLIDAY KICK-OFF/TREE LIGHTING FESTIVITIES

2. Item #2 was presented by Michele Ippolito and Steve Desloge, representing the Downtown Merchants Association, and Matthew Mandell, representing the Westport/Weston Chamber of Commerce. Ms. Ippolito described the plans and assured the Board that all necessary permits relative to the food vendors would be procured prior to the event and that adherence to all comments and safety regulations would be met. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the closure of Main Street from its intersection at Post Road East to Elm Street on Thursday, December 3, 2015 from 3:30 pm to 7:30 pm for the 2015 Holiday Kickoff/Tree Lighting festivities, contingent upon compliance with comments from various Town departments and in accordance with the Procedures for Use of Town-owned Property, Facilities and/or Public Roadways, is hereby APPROVED.

REQUEST TO APPROVE MODIFICATION TO PREVIOUSLY GRANTED DRIVEWAY ORDINANCE WAIVER RE: 79 NEWTOWN TURNPIKE

3. Item # 3 was presented by Mel Barr, representing the owners of 79 Newtown Turnpike (Chabad Synagogue). Prior to the presentation, Mr. Kaner disclosed that he is a member of the Chabad Synagogue. Mr. Barr described the modifications to the original waiver, indicating that the result was widening the driveway four feet. The proper clearance and resulting turn radius was approved by the Police, Fire and Conservation departments. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the modification to the previously granted waiver of Town Code Sec. 50-340 (a)(3), Construction Standards, of the Town Driveway Ordinance, as it relates to a proposed driveway reconfiguration at property located at 79 Newtown Turnpike (Chabad Synagogue), contingent upon compliance with the Town Engineer's letter of November 3, 2015, is hereby APPROVED.

REQUEST TO APPROVE AN EASEMENT OVER UNDEVELOPED PORTION OF THE TOWN ROADWAY KNOWN AS SPICER ROAD LOCATED ADJACENT TO PROPERTY AT 500 POST ROAD EAST

4. Item #4 was presented by Mel Barr, representing the owners of 500 Post Road East. Mr. Barr explained that the easement was necessary to retain the parking spaces which were located within the town right of way on Spicer Road. Mr. Barr noted that the portion of Spicer Road functions as a private driveway and is solely maintained by 500 Post Road East. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that an easement over that undeveloped portion of the Town roadway known as Spicer Road adjacent to property known as 500 Post Road East, and further described on the attached Map of Property Prepared for French Post Road East, LLC, dated January 19, 2012, contingent upon compliance with the Town Engineer's letter of November 4, 2015 is hereby APPROVED.

APPROVE PROFESSIONAL SERVICE AGREEMENT BETWEEN THE TOWN OF WESTPORT AND CLIENTTRACK, INC.

5. Item #5 was presented by IT Director Eileen Zhang, Center for Senior Activities Director Sue Pfister, and Assistant Director of Human Services Sarah Heath. Ms. Zhang explained the process through which the services were provided to the Department of Human Services, and that the Senior Center's operations would now be incorporated/integrated within the Human Services Department's client system. Ms. Pfister described the current process the CSA employed to track clients and that this integration would greatly improve the efficiency and function of the CSA. Ms. Heath also provided input as to how the confidential information is currently used in the Human Services Department. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, professional service agreement between the Town of Westport and ClientTrack, Inc., as it relates to integrating the Center for Senior Activities operations into the hosted ClientTrack software is hereby APPROVED.

*Item #6 was moved to the end of the agenda*

APPROVE AWARD OF DESIGN CONTRACT TO TIGHE & BOND, INC. RE: FORCE MAIN SERVING PUMP STATION #2

7. Item #7 was presented by Director of Public Works Stephen Edwards. Mr. Edwards explained the process and the method through which the current pipe to Pump Station #2 would be replaced. The contract is for design work only. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, the Award of Design Contract to Tighe & Bond, Inc., as it relates to the replacement of the force main serving Pump Station #2 is hereby APPROVED.

APPROVE CONTRACT BETWEEN THE TOWN OF WESTPORT AND STANDARD INSURANCE CO. RE: LIFE, AD&D AND LTD INSURANCE

8. Item # 8 was presented by Finance Director Gary Conrad. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the contract between the Town of Westport and Standard Insurance Company, as it relates to Employee Life, Accidental Death & Dismemberment (AD&D) and Long Term Disability (LTD) insurance coverage is hereby APPROVED.

APPROVE CONSULTING AGREEMENT BETWEEN THE TOWN OF WESTPORT AND MARSH & McCLENNAN

9. Item #9 was presented by Finance Director Gary Conrad. Mr. Conrad explained that the agreement was for a fixed annual fee for the Town's insurance consultant. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the consulting agreement between the Town of Westport and Marsh & McLennan Agency, as it relates to Workers Compensation and Property & Casualty renewals and analysis is hereby APPROVED.

APPROVE CONTRACT BETWEEN THE TOWN OF WESTPORT AND CIRMA RE: HEART AND HYPERTENSION CLAIMS

10. Item #10 was presented by Personnel Director Ralph Checuti. Mr. Checuti explained that the CIRMA program reviews and monitors current Heart & Hypertension claims on behalf of the Town. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the contract between the Town of Westport and Connecticut Interlocal Risk Management Agency (CIRMA), as it relates to processing Police Officers' and Firefighters' Heart and Hypertension claims is hereby APPROVED.

ITEM #11 WAS WITHDRAWN

11. ~~To take such action as the meeting may determine, to approve the closure of certain Town roadways between the hours of 8:15 am and 10:15 a.m. on Thursday, November 26, 2015~~

~~for the Pequot Running Club's Thanksgiving Day Turkey Trot, contingent upon compliance with comments from various Town departments and in accordance with the Procedures for Use of Town-owned Property, Facilities and/or Public Roadways.~~

APPROVE ENERGY AUDIT AGREEMENT BETWEEN TOWN OF WESTPORT AND NORESKO, LLC

6. Item #6 was presented by Operations Director Dewey Loselle. Mr. Loselle explained that the approval of the agreement was necessary for NORESKO to conduct the remaining six of nine energy audits on Town and BOE facilities. Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the Energy Audit Agreement between the Town of Westport and Noresko, LLC for conducting Investment Grade Audits of various Town and Board of Education buildings in connection with the proposed Energy Performance Savings Initiative.

Upon motion by Helen Garten, seconded by Jim Marpe and passing by a vote of 3-0, the meeting was adjourned at 10:25 am.

Eileen Francis  
Recording Secretary