

**RTM Meeting Minutes**  
**Monday, May 6, 2024**  
**7:30 p.m. Westport Town Hall**

**The Call**

1. To take such action as the meeting may determine, upon the estimate and recommendation of the Board of Finance, to adopt a budget for the Town of Westport for the fiscal year ending June 30, 2025, and to make such specific appropriations as appear advisable.
2. To take such action as the meeting may determine, upon the recommendation of the Board of Finance, to adopt a budget for the Town Railroad Parking Fund for the fiscal year ending June 30, 2025, and to make such specific appropriations as appear advisable.
3. To take such action as the meeting may determine, upon the recommendation of the Board of Finance, to adopt a budget for the Town Sewer Fund for the fiscal year ending June 30, 2025, and to make such specific appropriations as appear advisable.
4. To take such action as the meeting may determine, upon the recommendation of the Board of Finance, to adopt a budget for the Wakeman Town Farm Fund for the fiscal year ending June 30, 2025, and to make such specific appropriations as appear advisable.
5. To take such action as the meeting may determine, to require that property taxes for the fiscal year ending June 30, 2025, shall be due and payable in four quarterly installments, and to designate the dates of the first days of July, October, January, and April as the dates upon which such installments shall be due and payable, and that all taxes in an amount of \$100 or less shall be due and payable in a single installment on the first day of July.
6. To take such action as the meeting may determine to require that the motor vehicle tax shall be due and payable in a single installment.
7. To take such action as the meeting may determine, upon the recommendation of the Board of Selectwomen and in accordance with Section 2 (C) of the Policy for Gifts to the Town, to approve the acceptance of a donation in the amount of \$30,000 from an anonymous donor for deposit to the Police Department K-9 Unit.
8. 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 \$440,000 from the Sewer Reserve Fund for the Replacement of 2 Maintenance Lifts Located at Pump Station #10 (Greens Farms Rd) and Pump Station #11 (Compo Road South).

9. 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 \$121,000 along with bond and note authorization to the Municipal Improvement Fund for the Final Design and Construction Documents for Cross Highway culvert over Deadman Brook.

10. 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 \$630,000 from the American Rescue Plan Act (ARPA) Fund for design and permitting of the redevelopment of Jesup Green and the Imperial Lot.

11. To take such action as the meeting may determine, upon the petition request of at least 20 Westport electors, to require that a Committee be appointed to review the DPIC plans for both Parker Harding and Jesup Green, the scope of the work and the associated costs; and to consider the merits and costs associated with feasible alternatives to what is being proposed by the DPIC, including a parking deck at the Baldwin lot; and to report its findings to the entire membership for such action as may be appropriate.

**The Meeting called to order 7:30 p.m.**

Attendance: There are 36 RTM members present.

Moderator Jeff Wieser:

We will vote in two parts on the Town budget. First, we will discuss the Operating Departments of the Town and after voting on that portion of the budget, we will turn to the four agencies of the Town: The Health District, The Library, Earthplace and The Westport Transit District. The RTM may approve or decrease a budget line item by a simple majority vote. The RTM may restore an amount requested of, but not recommended by, the Board of Finance by a vote of 70 percent of the RTM members present and voting, but, in any event, not less than a majority of the RTM, which is 19 votes. The RTM may not increase any budget item beyond the request to the Board of Finance.

Voting on the following resolutions:

**1. RESOLVED:** That the First Selectwoman's Budget items recommended by the Board of Finance and approved or amended by the Representative Town Meeting be adopted, and the sum of **\$84,308,124** for the First Selectwoman's Budget is hereby appropriated to meet expenditures and such sum shall be added to the amount appropriated for the Other Agencies and Organizations Budget and the Board of Education Budget.

**General Government  
Public Safety**

**\$ 7,826,203  
\$ 27,022,817**

Public Works	\$ 13,753,324
Human Services	\$ 1,655,108
Parks and Recreation	\$ 8,000,568,398
Pension, OPEB, Insurance	\$ 19,322,830
Debt service	\$ 4,791,280
Other Financing Use	\$ 1,368,168
Special Appropriation	-----

**By show of hands, the motion passes unanimously 36-0.**

**RESOLVED:** That the Other Agencies and Organizations Budget items recommended by the Board of Finance and approved or amended by the Representative Town Meeting be adopted, and the sum of **\$7,099,851** for the Other Agencies and Organizations Budget is hereby appropriated to meet expenditures and such sum shall be added to the amount appropriated for the First Selectwoman’s Budget and the Board of Education Budgets.

<b>Health District.</b> The amount is	<b>\$ 594,568</b>
<b>Library.</b> The amount is	<b>\$ 5,954,832</b>
<b>Earthplace.</b> The amount is:	<b>\$ 105,000</b>
<b>Westport Transit District.</b> The amount is:	<b>\$ 445,451</b>

**By roll call vote, the motion passes 33-0 with 3 recusals: Gold- Transit, Wieser – Library, Shaum – Health & Human Services.**

**2. RESOLVED:** That the Town Railroad Parking Fund Budget for the fiscal year ending June 30, 2025, as recommended by the Board of Finance, and approved or amended by the Representative Town Meeting, be adopted and the sum of **\$101,865,556** is hereby appropriated to meet expenditures.

**By roll call vote the motion passes 35-1. Ms. Johnson voted against.**

**3. RESOLVED:** That the Town Sewer Fund Budget for the fiscal year ending June 30, 2025, as recommended by the Board of Finance, and approved or amended by the Representative Town Meeting, be adopted and the sum of **\$5,945,789** is hereby appropriated to meet expenditures.

**By show of hands, the motion passes unanimously 36-0.**

**4. RESOLVED:** That the Wakeman Town Farm Fund Budget for the fiscal year ending June 30, 2025, as recommended by the Board of Finance, and approved or amended by the Representative Town Meeting, be adopted and the sum of **\$524,901** is hereby appropriated to meet expenditures.

**By show of hands, the motion passes unanimously 36-0.**

**5. RESOLVED:** That property taxes for the fiscal year ending June 30, 2025, shall be due and payable in four quarterly installments and the dates upon which such quarterly installments are to be due and payable shall be the first days of July, October, January and April, subject to any applicable tax relief deferral programs; and be it

**FURTHER RESOLVED:** That all taxes in an amount of \$100.00 or less shall be due and payable in a single installment on the first day of July, subject to any applicable tax relief deferral programs.

**By show of hands, the motion passes unanimously 36-0.**

**6. RESOLVED:** That the motor vehicle tax shall be due and payable in a single installment, subject to any applicable tax relief deferral programs.

**By show of hands, the motion passes unanimously 36-0.**

**7. RESOLVED:** That upon the recommendation of the Board of Selectwomen and in accordance with Section 2 (C) of the Policy for Gifts to the Town, the acceptance of a donation in the amount of \$30,000 from an anonymous donor for deposit to the Police Department K-9 Unit is hereby approved.

**By show of hands, the motion passes unanimously 36-0.**

**8. RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$440,000 from the Sewer Reserve Fund for the Replacement of 2 Maintenance Lifts Located at Pump Station #10 (Greens Farms Rd) and Pump Station #11 (Compo Road South) is hereby appropriated.

**By show of hands, the motion passes unanimously 36-0.**

**9. RESOLVED:** That upon the recommendation of the Board of Finance and a request by the Director of Public Works, the sum of \$121,000 along with bond and note authorization to the Municipal Improvement Fund for the Final Design and Construction Documents for Cross Highway culvert over Deadman Brook is hereby appropriated.

**TOWN OF WESTPORT, CONNECTICUT**

**A RESOLUTION APPROPRIATING \$121,000 FOR DESIGN AND RELATED COSTS ASSOCIATED WITH CROSS HIGHWAY CULVERT AND AUTHORIZING THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION.**

**RESOLVED:** That upon the recommendation of the Board of Finance, the Town of Westport, Connecticut (the "Town") hereby appropriates the sum of One Hundred Twenty-one Thousand and 00/100 Dollars (\$121,000) for design and related costs associated with Cross Highway culvert over Deadman Brook, including, but not limited to, mapping, structural and roadway design, reports, plans, regulatory approvals, bidding, as well as, related, surveying, administrative, contingency, financing and other soft costs (the "Project").

As recommended by the Board of Finance and for the purpose of financing One Hundred Twenty-one Thousand and 00/100 Dollars (\$121,000) of the foregoing appropriation, the Town is hereby authorized to borrow a sum not to exceed One Hundred Twenty-one Thousand and 00/100 Dollars (\$121,000) and issue general obligation bonds for such indebtedness under its corporate name and seal and upon the full faith and credit of the Town in an amount not to exceed said sum for the purpose of financing the appropriation for the Project.

The First Selectwoman, Selectmen and Finance Director are hereby appointed a committee (the "Committee") with full power and authority to cause said bonds to be sold, issued and delivered; to determine their form, including provision for redemption prior to maturity; to determine the aggregate principal amount thereof within the amount hereby authorized and the denominations and maturities thereof; to fix the time of issue of each series thereof and the rate or rates of interest thereon as herein provided; to designate the bank or trust company to certify the issuance thereof and to act as transfer agent, paying agent and as registrar for the bonds, and to designate bond counsel. The Committee shall have all appropriate powers under the Connecticut General Statutes including Chapter 748 (Registered Public Obligations Act) to issue the bonds and, further, shall have full power and authority to do all that is required under the Internal Revenue Code of 1986, as amended, and other applicable laws and regulations of the United States and the state of Connecticut, to provide for issuance of the bonds in tax exempt form, including the execution of tax compliance and other agreements for the benefit of bondholders, and to meet all requirements which are or may become necessary in and subsequent to the issuance and delivery of the bonds in order that the interest on the bonds be and remain exempt from federal income taxes, including, without limitation, to covenant and agree to restriction on investment yield of bond proceeds, rebate of arbitrage earnings, expenditure of proceeds within required time limitations and the filing of information reports as and when required and to execute Continuing Disclosure Agreements for the benefit of holders of bonds and notes.

The Bonds may be designated "Public Improvement Bonds," series of the year of their issuance and may be issued in one or more series, and may be consolidated as part of the same issue with other bonds of the Town; shall be in serial form maturing in not more than twenty (20) annual installments of principal, the first installment to mature not later than three (3) years from the date of issue and the last installment to mature not later than twenty (20) years therefrom, or as otherwise provided by statute. The bonds may be sold at not less than par and accrued interest at public sale upon invitation for bids to the responsible bidder submitting the bid resulting in the lowest true interest cost to the Town, provided that nothing herein shall prevent the Town from rejecting all bids submitted in response to any one invitation for bids and the right to so reject all bids is hereby reserved, and further provided that the Committee may sell the bonds, or notes, on a negotiated basis, as provided by statute. Interest on the bonds shall be payable semiannually or annually. The bonds shall be signed on behalf of the Town by the First Selectwoman and the Finance Director, and shall bear the seal of the Town. The signing, sealing and certification of said bonds may be by facsimile as provided by statute. The Finance Director shall maintain a record of bonds issued pursuant to this resolution and of the face amount thereof outstanding from time to time, and shall certify to the destruction of said bonds after they have been paid and cancelled, and such certification shall be kept on file with the Town Clerk.

The Committee is further authorized to make temporary borrowings as permitted by the General Statutes and to issue a temporary note or notes of the Town in anticipation of the receipt of proceeds from the sale of the bonds to be issued pursuant to this resolution. Such

notes shall be issued and renewed at such times and with such maturities, requirements and limitations as provided by statute. Notes evidencing such borrowings shall be signed by the First Selectwoman and the Finance Director, have the seal of the Town affixed, which signing and sealing may be by facsimile as provided by statute, be certified by and payable at a bank or trust company incorporated under the laws of this or any other state, or of the United States, be approved as to their legality by bond counsel, and may be consolidated with the issuance of other Town bond anticipation notes. The Committee shall determine the date, maturity, interest rates, form and manner of sale, including negotiated sale, and other details of said notes consistent with the provisions of this resolution and the General Statutes and shall have all powers and authority as set forth above in connection with the issuance of bonds and especially with respect to compliance with the requirements of the Internal Revenue Code of 1986, as amended, and regulations thereunder in order to obtain and maintain issuance of the notes in tax exempt form.

Upon the sale and issuance of the bonds authorized by this resolution, the proceeds thereof, including any premium received upon the sale thereof, accrued interest received at delivery and interest earned on the temporary investment of such proceeds, shall be applied forthwith to the payment of the principal and interest of all notes issued in anticipation thereof or shall be deposited in trust for such purposes with a bank or trust company, or shall be applied or rebated as may be required under the provision of law. The remainder of the proceeds, if any, after the payment of said notes and of the expense of issuing said notes and bonds shall be applied to further finance the appropriation enacted herein.

In each fiscal year in which the principal or any installment of interest shall fall due upon any of the bonds or notes herein authorized there shall be included in the appropriation for such fiscal year a sum equivalent to the amount of such principal and interest so falling due, and to the extent that provision is not made for the payment thereof from other revenues, the amount thereof shall be included in the taxes assessed upon the Grand List for such fiscal year and shall not be subject to any limitations of expenditures or taxes that may be imposed by any other Town ordinance or resolution.

Pursuant to Section 1.150-2 (as amended) of the federal income tax regulations the Town hereby expresses its official intent to reimburse expenditures paid from the General Fund, or any capital fund for the Project with the proceeds of the bonds or notes to be issued under the provisions hereof. The allocation of such reimbursement bond proceeds to an expenditure shall be made in accordance with the time limitations and other requirements of such regulations. The Finance Director is authorized to pay Project expenses in accordance herewith pending the issuance of the reimbursement bonds or notes.

The Town of Westport, or other proper authority of the Town, is authorized to take all necessary action to apply to the State of Connecticut, and accept from the State or other parties, grants, gifts and contributions in aid of further financing the Project. Once the appropriation becomes effective, the First Selectwoman, or other appropriate official of the town, is hereby authorized to spend a sum not to exceed the aforesaid appropriation for the Project and is specifically authorized to make, execute and deliver any contracts or other documents necessary or convenient to complete the Project and the financing thereof.

The Committee is hereby authorized to take all action necessary and proper for the sale, issuance and delivery of the bonds (and notes) in accordance with the provisions of the Town Charter, the Connecticut General Statutes, and the laws of the United States.

**By show of hands, the motion passes unanimously 36-0.**

The meeting adjourned at 9:23 p.m.

Respectfully submitted,  
Jeffrey M. Dunkerton  
Town Clerk