

Board of Selectwomen Meeting
June 26, 2024
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, June 26, 2024 at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. In attendance were Jennifer Tooker, Candice Savin, (Selectwoman Andrea Moore was absent), Tom Kiely, Eileen Flug, Doug LoMonte, Eileen Zhang, Christine Alison, Keith Wilberg, Bryan Thompson, member of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/532>

MINUTES

1. Jennifer Tooker presented Item #1. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that the minutes of the Board of Selectwomen's Regular and the Water Pollution Control Authority's meetings of June 12, 2024 are hereby APPROVED.

REFUNDS OF TAX OVERPAYMENTS

2. Tax Collector Christine Alison presented Item #2. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the recommendation of the Tax Collector and in accordance with C.G.S. Sec. 12-129, the refunds of overpayments of taxes, as presented, are hereby APPROVED.

APPROVE MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS – TOWN OF WESTPORT + CT DEPT OF TRANSPORTATION

3. Town Engineer Keith Wilberg presented Item #3. He explained that this is a 10-year renewal meant to streamline associated construction projects. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that the Master Municipal Agreement for Construction Projects by and between the Town of Westport and CT Department of Transportation as it relates to administering DOT and Municipal construction projects is hereby APPROVED.

APPROVE 1-YEAR MAINTENANCE SERVICE PLAN BETWEEN TOWN AND TOTAL COMMUNICATIONS

4. IT Director Eileen Zhang presented Item #4. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the request of the IT Director, the Cisco VoIP Phone System 1-year Maintenance/Service Plan between the Town of Westport and Total Communications, Inc., subject to final Town Attorney review, is hereby APPROVED.

APPROVE SERVICES AGREEMENT BETWEEN THE TOWN AND NEOGOV, INC

5. IT Director Eileen Zhang presented Item #5. Ms. Zhang stated that the HR/Personnel hiring process would be streamlined utilizing the services. Attorney Doug LoMonte indicated the Agreement passed Town Attorney review. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the request of the IT Director, the Services Agreement between the Town of Westport and NEOGOV, Inc. as it relates to municipal personnel and job posting software, is hereby APPROVED.

APPROVE MASTER SERVICES AGREEMENT BETWEEN THE TOWN AND VANCORD, INC.

6. IT Director Eileen Zhan presented Item #6. Ms. Zhang provided background on the initiative, and that multiple departments were instrumental in fashioning the Plan. Operations Director Tom Kiely stated that he received positive feedback from other municipalities that utilized VANCORD. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the request of the IT Director, the Master Services Agreement between the Town of Westport and VANCORD, Inc., as it relates to IT and cybersecurity services, is hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN AND VISION GOVERNMENT SOLUTIONS

7. Town Assessor Paul Friia presented Item #7. Mr. Friia provided background on the State-mandated 5-year revaluation schedule, as well as the services provided by Vision Government Solutions. The company has worked well with the Town for a number of years, and Mr. Friia is satisfied with those services. Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the request of the Assessor, the agreement between the Town of Westport and Vision Government Solutions as it relates to appraisal services for the 2025 town-wide revaluation, subject to final Town Attorney review, is hereby APPROVED.

BOS ITEMS #8 AND #9 ARE INCLUDED IN THE 06-26-2024 WPCA MINUTES

ADJOURNMENT

Upon motion by Candice Savin, seconded by Jennifer Tooker, and passing by a vote of 2-0, the meeting adjourned at 9:35 AM

/Eileen Francis/
Eileen Francis, Recording Secretary