

Board of Selectmen Meeting
November 13, 2019
APPROVED MINUTES

The Westport Board of Selectmen, Traffic Authority and Water Pollution Control Authority held a public meeting on Wednesday, November 13, 2019 at 9:00 AM in Westport Town Hall Room 201/201A (NOTE ROOM CHANGE). In attendance were Jim Marpe, Jen Tooker, Melissa Kane, Peter Ratkiewich, Keith Wilberg, Eileen Flug, Elaine Daignault, Sue Pfister, Paul Friia, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

MINUTES

1. Jennifer Tooker presented Item #1. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the minutes of the Board of Selectmen's and Water Pollution Control Authority's meeting of October 23, 2019 are hereby APPROVED.

APPROVE WAIVER OF DRIVEWAY ORDINANCE REQUIREMENTS AT 6 IVANHOE LANE

2. Applicant Chris O'Dell presented Item #2, which had been tabled since the previous meeting. Mr. O'Dell explained that his surveyor had re-surveyed the area in question to provide a more exact rendering of the existing grade. The Board reviewed the updated plans. Town Engineer Keith Wilberg and Director of Public Works Peter Ratkiewich explained why they were concerned about the potential future problems the variance in the grade and resulting "lip" between the driveway and roadway could cause related to the Town's maintenance of the roadway would cause. Assistant Town Attorney Eileen Flug agreed that a Hold Harmless agreement should be executed and recorded on the land records. While there were continued concerns about other aspects of the driveway conditions, Mr. Wilberg and Mr. Ratkiewich stated that it was at the discretion of the Board to approve or deny the request. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the request to waive the requirements of the Town Driveway Ordinance, Section 50-340, Construction Standards, (d) Grade, as it relates to the construction of the driveway at 6 Ivanhoe Lane, contingent upon compliance with comments and conditions from relevant Town departments, including compliance with the execution of a Hold Harmless Agreement satisfactory to the Town Attorney's Office, is hereby APPROVED.

APPEAL FROM DECISION FOR PROPERTY OWNERS TO REPAIR SIDEWALK ADJOINING PROPERTY AT 260 RIVERSIDE AVENUE PURSUANT TO TOWN CODE 50-406, MAINTENANCE OF BUSINESS USE SIDEWALKS

3. Attorney Ryan Kelly, representing the owners of the property located at 260 Riverside Avenue, presented Item #3. Attorney Kelly suggested that the property owners were not responsible for the condition of the sidewalk; and further, that if the request was denied, that they have additional time to repair due to the season. Director of Public Works Peter Ratkiewich stated that the ordinance is clear as to the responsibility of the sidewalk maintenance in that zone; that there was a trip and fall hazard at the location (reported to the Police Department); and that there should be time for the property owners to

obtain a contractor to repair and/or replace the sidewalk as soon as possible. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that pursuant to Town Code Sec. 50-412. Appeals, the appeal from the decision by the Director of Public Works for the owners to replace the sidewalk adjoining the property located at 260 Riverside Avenue in accordance with Town Standards and pursuant to Town Code Sec. 50-406. Maintenance of Business Use Sidewalks, is hereby DENIED.

REQUEST FOR NAMING STAPLES HIGH SCHOOL TRACK IN HONOR OF COACH LADDIE LAWRENCE

4. Selectwoman Melissa Kane presented Item #4 on behalf of RTM D4 Representative and original petitioner Andrew Colabella. Ms. Kane provided a description of Coach Lawrence's historic records as well as his positive influence on youth and runners in Westport through years of dedicated commitment as a coach and mentor. Selectman Marpe read into the record the Board of Education's meeting minutes where it unanimously voted to recommend the honor. Upon motion Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that the naming of the Town owned property known as the Staples High School Running Track, located at 70 North Avenue, in honor of Staples Track Coach Laddie Lawrence is hereby APPROVED; and

FURTHER RESOLVED, that such approval shall be forwarded to the Moderator of the Representative Town Meeting to be placed on the agenda for the next available meeting, in accordance with the Policy for Naming Town Property.

APPROVE ACCEPTANCE OF GIFTS BETWEEN \$5001 AND \$20,000 FOR HUMAN SERVICES DEPARTMENT ACCOUNTS

5. Human Services Director Elaine Daignault and WCSA Director Sue Pfister presented Item #5. Ms. Daignault and Ms. Pfister explained the accounts and how the funds would be utilized. They both stated that they were grateful for the support of the named and anonymous donors. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, upon the recommendation of the Director of Human Services, and in accordance with the Policy for Gifts to the Town, the acceptance of the following donations in amounts between \$5,001 and \$20,001 for deposit into the following accounts:

- (i) Barbara Butler Fund and Senior Client Needs;
- (ii) Senior Center Account for support and activities; and
- (iii) Senior Center Account to off-set instructor fees associated with the fitness center

Are hereby APPROVED.

APPROVE AGREEMENT BETWEEN THE TOWN AND KIDS IN CRISIS

6. Human Services Director Elaine Daignault presented Item #6. Also in attendance to answer questions was Christine Qualley, representing Kids in Crisis. Ms. Daignault presented an overview of the

agreement along with the benefits of the support provided by Kids in Crisis to the youth and families in Westport. Ms. Daignault provided an overview of the associated costs of the services, and that the funds were already appropriated. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Department of Human Services, the agreement between the Town of Westport and Kids in Crisis to provide full-time clinical services, training and crisis intervention support for the Staples High School community is hereby APPROVED, contingent upon final review and approval by the Town Attorney's Office.

WITHDRAWN 11-12-2019

~~7. To take such action as the meeting may determine, upon the recommendation of the Department of Human Services, to approve an agreement between the Town of Westport and Liberation Programs, to provide part time clinical substance abuse counseling services, providing assessment, intervention and prevention and training to the school community with a Licensed Drug and Alcohol Counselor (LADC) at Staples High School.~~

APPROVE AWARD OF CONTRACT RFP 20-972t (COMMERCIAL REAL ESTATE VALUATIONS) TO INNERBAY ANALYTICS, LLC

8. Assessor Paul Friia presented Item #8. Mr. Friia provided background and history for the commercial real estate valuations. He stated that the contractor and sub-contractor have worked with the Town in the past, resulting in consistent valuations and cost savings. Upon motion by Melissa Kane, seconded by Jim Marpe and passing by a vote of 3-0, it was:

RESOLVED, that upon the recommendation of the Assessor, the award of RFP #20-972T (Commercial Real Estate Valuations) to Innerbay Analytics, LLC, contingent upon final approval from the Town Attorney's Office is hereby APPROVED.

APPROVE TOWN OF WESTPORT POLICY ON THE LEASE OF TOWN PROPERTY

9. Chair of the Real Property Committee Helen Garten and Assistant Town Attorney Eileen Flug presented Item #9. Some minor revisions were noted to insure clarity in the process. Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, it was:

RESOLVED, that the Town of Westport Policy on the Lease of Town Property is hereby APPROVED.

BOS ITEM 10 IS INCLUDED IN THE WPCA MINUTES OF 11-13-2019

ADJOURNMENT

Upon motion by Jim Marpe, seconded by Melissa Kane and passing by a vote of 3-0, the meeting adjourned at 10:35 AM

Eileen Francis
Recording Secretary