

Board of Selectwomen's Meeting  
October 22, 2025  
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, October 22, 2025, at 9:00 AM in Westport Town Hall Room 201/201A, 110 Myrtle Avenue, Westport, Connecticut. In attendance were Jennifer Tooker, Andrea Moore, Eileen Lavigne, Doug LoMonte, Jay Keenan, Peter Ratkiewich, Tom Kiely, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary. Selectwoman Candice Savin was absent.

<https://play.champds.com/westportct/event/953>

MINUTES

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

RESOLVED, that the minutes of the Board of Selectwomen's and Water Pollution Control Authority's public meetings of October 8, 2025, are hereby APPROVED.

REFUNDS OF OVERPAYMENTS OF TAXES

2. Tax Collector Christine Alison presented Item #2. Ms. Alison noted that the refunds represented 1 (one) Sewer Use and 39 Motor Vehicle overpayments for a total of \$10,663.24. Upon motion by Andrea Moore, 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 ENCROACHMENT EASEMENT FOR WDA CLOCK INSTALLATION AT ELM + MAIN

3. WDA President Maxwell Crowley presented Item #3. Mr. Crowley explained that the clock would be owned, insured, and maintained by the WDA after installation on Town Property. Town Attorney Eileen Lavigne indicated that an additional encroachment would be necessary for the electrical source at the location. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the request of the Westport Downtown Association, the waiver of the Westport Policy on Encroachments on Town Property, as it relates to the installation of a "Small Howard 2 Dial Post Clock" on the Town right of way at the corner of Elm Street and Main Street, adjacent to 125 Main Street, contingent upon compliance with the Policy and the execution of any Encroachment Easement(s) satisfactory to the Town Attorney's Office, and subject to a positive 8-24 review from the Planning & Zoning Commission, is hereby APPROVED.

APPROVE GMP AMENDMENT TO AIA AGREEMENT FOR LONG LOST ELEMENTARY SCHOOL PROJECT

4. LLSBC Chair Jay Keenan and Attorney Doug LoMonte presented Item #4. Mr. Keenan and Atty. LoMonte explained the delivery method and process by which the bidding and financing for phases of the extensive project will be managed. This Amendment is for Phase 1 – Mobilization and Geothermal Wells. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that upon the request of the Long Lots School Building Committee, the Guaranteed Maximum Price (“GMP”) Amendment to the AIA Standard Form of Agreement between the Town of Westport and Newfield Construction Group, LLC, dated July 2, 2024, for the first of three proposed phase-related GMPs for the Long Lots Elementary School Building Project, is hereby APPROVED.

WITHDRAWN

~~5. To take such action as the meeting may determine, upon the request of the Long Lots School Building Committee, to approve the award of contract for Bid 26-154T LLES Stormwater Inspection Services.~~

APPROVE GRANTING PERMISSION FOR CT DOT ACCESS TOWN PROPERTY AT 4 ELAINE RD FOR PROJECT 0301-0563

6. Director of Public Works Pete Ratkiewich and Assistant Town Attorney Eileen Lavigne presented Item #6. They explained the overall project, and the need for the CT DOT to have immediate access to the town property abutting the state property to safely manage the construction project on the Metro North towers. Due to the timing and potential need for access over the next 3 years, this is a temporary solution. A more permanent authorization will be forthcoming to address the taking of town property for an extended period of time. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that permission from the Town to the CT DOT to enter upon the Town owned property located at 4 Elaine Road for the purposes of proceeding with the CT DOT / Metro North Railroad Project 0301-0563, SAGA Bridge High Towers Ladders, Platforms and Guy Replacement, is hereby APPROVED.

APPROVE REQUEST TO OSTA FOR RRFB ON STATE ROADWAY (RTE 33) INTERSECTION AT RIVERSIDE AVE AND SYLVAN LN

7. Director of Public Works Pete Ratkiewich and Operations Director Tom Kiely presented Item #7. Mr. Ratkiewich indicated that this is a highly visible location and that increased pedestrian activity is likely due to commercial and residential development at the abutting properties in the next few years. OSTA will need to review before granting permission for installation on the State ROW. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 2-0, it was:

RESOLVED, that acting in its capacity as the Local Traffic Authority, the request that the Connecticut Department of Transportation Traffic Division review and approve the placement of a mid-block Rapid Rectangular Flashing Beacon (RRFB) on Riverside Avenue at the intersection of Sylvan Lane and Riverside Avenue, is hereby APPROVED.

ADJOURNMENT

Upon motion by Andrea Moore, seconded by Jen Tooker, and passing by a vote of 2-0, the meeting adjourned at 9:50 AM

*/Eileen Francis/*

Eileen Francis, Recording Secretary