

Board of Selectwomen's Meeting
November 12, 2025
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, November 12, 2025, at 9:00 AM in Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. In attendance were Jennifer Tooker, Andrea Moore, Candice Savin, Christine Alison, Eileen Lavigne, Tom Kiely, Al D'Amura, Douglas LoMonte, Jay Keenan, Donna Douglass, Bryan Thompson, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/957>

MINUTES

1. Andrea Moore presented Item #1. Upon motion by Andrea Moore, seconded by Jennifer Tooker, and passing by a vote of 2-0-1 (Andrea Moore and Jennifer Tooker in the affirmative, Candice Savin abstaining) it was:

RESOLVED, that the minutes of the Board of Selectwomen's public meeting of October 22, 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) Real Estate, 1 (one) Sewer Use and 43 Motor Vehicle overpayments for a total of \$13,111.72. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, 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 TERM EXTENSION TO US CONSTRUCTION FOR DUMPSTER INSTALL AT 125 MAIN STREET (PARKER HARDING PLAZA)

3. Chris (unknown last name) representing US Construction Group and Staff Corporal Al D'Amura presented Item #3. Staff Corporal D'Amura stated that the current arrangement is acceptable, US Construction has been very cooperative and that the dumpster will be removed as necessary. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, it was:

RESOLVED, that a Term Extension through January 31, 2026, to the Temporary Construction Easement Agreement between the Town of Westport and US Construction Group, dated April 21, 2025, as it relates to the installation of a dumpster taking up 2 (two) parking spaces on the Town owned property known as Parker Harding Plaza, behind 145 Main Street, is hereby APPROVED.

APPROVE ENCROACHMENT EASEMENT FOR ELECTRICAL SERVICE FOR WDA CLCOK
INSTALL AT TOWN PROPERTY AT ELM & MAIN

4. WDA President Maxxwell Crowley presented on behalf of the property owner of 125 Main Street – the owner of the electrical service that will supply the power to the Clock that will be installed on town property at the location. The original approval for the actual clock installation was approved at the BOS meeting of October 22, 2025. This agreement is supplemental to the October 22 approval. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0 it was:

RESOLVED, that upon the request of the Westport Downtown Association (WDA) and the Property Owner of 125 Main Street, the waiver of the Westport Policy on Encroachments on Town Property as it relates to the private electrical service located within the Town right of way at the corner of Elm Street and Main Street that will supply electrical power to the WDA Howard Clock to be installed at the same location and contingent upon compliance with the Policy and the execution of any Encroachment Easement satisfactory to the Town Attorney's Office, is hereby APPROVED.

APPROVE PHASE 2 GMP AGREEMENT BETWEEN TOWN AND NEWFIELD CONSTRUCITON
FOR LONG LOTS SCHOOL BUILDING PROJECT

5. LLSBC Chair Jay Keenan presented Item #5. He explained the purpose of the GMP, and that there will be one further such agreement that will need to be approved. Attorney Douglas LoMonte noted that he is comfortable with the Agreement. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, it was:

RESOLVED, that upon the request of the Long Lots School Building Committee, the Phase 2 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 Phase II (Design & Construction) GMP for the Long Lots Elementary School Building Project, is hereby APPROVED.

APPROVE CONSULTING AGREEMENT BETWEEN TOWN AND DARYN REYMAN-LOCK FOR
HRI UPDATE

6. HDC Administrator Donna Douglass presented Item #6. She explained that the State provided a Grant in the amount of 20,000 for the HRI Update. Upon motion by Andrea Moroe, seconded by Candice Savin, and passing by a vote of 3-0, it was:

RESOLVED, that the Consulting Agreement between the Town of Westport and Daryn Reyman-Lock for services to revise and update the Town's Historic Resources Inventory (HRI) is hereby APPROVED.

APPROVE TERMS OF SERVICE WITH PRINTFUL, INC.

7. Operations Director Tom Kiely presented Item #7. He explained the terms of the services that the company will provide relative to the Westport 250 events and programing scheduled for 2026. Upon motion by Andrea Moroe, seconded by Candice Savin, and passing by a vote of 3-0, it was:

RESOLVED, that the Terms of Service Agreement with Printful, Inc., to produce logo items for Westport's 250 celebrations is hereby APPROVED, subject to final review by the Town Attorney's Office.

BOS ITEMS 8-10 ARE INCLUDED IN THE 11-12-2025 WPCA MINUTES

ADJOURNMENT

Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, the meeting adjourned at 9:50 AM

/Eileen Francis/

Eileen Francis, Recording Secretary