

Board of Selectwomen Meeting  
May 11, 2022  
APPROVED MINUTES

The Westport Board of Selectwomen, Local Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, May 11, 2022, at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. In attendance were Jen Tooker, Andrea Moore, Candice Savin, Eileen Flug, Peter Ratkiewich, Jennifer Fava, Steve Edwards, Al D'Amura, Sam Arciola, Marc Hartog, presenters as noted in the minutes, members of the public and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/230>

MINUTES

1. Andrea Moore presented Item #1. Upon motion by Jennifer Tooker, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the Minutes of the Board of Selectwomen's and the Water Pollution Control Authority's meeting of April 27, 2022 and the Minutes of the Board of Selectwomen + Bond Committee's Special Meeting of May 3, 2022 are hereby APPROVED.

APPROVE USE OF JESUP GREEN FOR WESTPORT PRIDE EVENT JUNE 12, 2022

2. Brian McGunagle of Westport Pride presented Item #2. Mr. McGunagle stated that the event was in recognition of Pride Month. Deputy Chief Arciola indicated that the Police Department supports the request, and that it will work closely with the organizers to insure a safe environment. There were no additional recommendations or concerns from other Town departments. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the request from Westport Pride for the use of the of the Town-owned property known as Jesup Green from noon to 4 PM on Sunday, June 12, 2022, for the Westport Pride Rally and Celebration, contingent upon compliance with recommendations from Town departments and in accordance with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways is hereby APPROVED.

APPROVE USE OF JESUP GREEN FOR jUNe DAY EVENT ON JUNE 25, 2022

3. Selectwoman's Office Manager Eileen Francis presented on behalf of the International Hospitality Committee. No representatives from either the International Hospitality Committee or the UNASWCT were in attendance to present their request. There were no additional recommendations or concerns from Town departments. Upon motion by Jennifer Tooker, seconded by Andrea Moore, and passing by a vote of 3-0, it was:

RESOLVED, that the request from the International Hospitality Committee and the United Nations Association of Southwest Connecticut (UNASWCT) for the use of the Town-owned property known as Jesup Green from 8:00 AM to 4:00 PM on Saturday, June 25, 2022, for jUNe Day events, contingent upon compliance with recommendations from Town departments and in accordance

with Procedures for Use of Town-owned Property, Facilities and/or Public Roadways is hereby APPROVED.

APPROVE MEMORANDUM OF UNDERSTANDING BETWEEN THE TOWN OF WESTPORT AND THE LONG LOTS PRESERVE STEERING COMMITTEE

4. Director of Parks & Recreation Jennifer Fava and Attorney Nicholas Bamonte of Berchem Moses, PC presented Item #4. Ms. Fava noted that the Parks & Recreation Commission recommended approval of the MOU to the Board at its April 27 meeting. The MOU states the responsibilities of the Steering Committee related to the clean-up of a certain area beyond the scope of the Community Gardens – known as the Long Lots Preserve. Members of the Long Lots Preserve Steering committee are aware of those conditions, responsibilities, as well as the fact that it is Town property. Should the Town or the Board of Education require that area for future use for Long Lots School, the Steering Committee has no ownership or rights to the property. They are cleaning and planting only. Residents Don Bergmann and Harris Faulk spoke. The Board of Selectwomen expressed thanks to the Steering Committee for volunteering to manage and organize the project. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the Memorandum of Understanding between the Town of Westport and the Long Lots Preserve Steering Committee is hereby APPROVED.

APPROVE AWARD OF CONTRACT BID 22-050T TO PRIORITY LANDSCAPING

5. Director of Parks & Recreation Jennifer Fava and Consultant Steve Edwards presented Item #5. Ms. Fava described the plans for the Park, the bid amount was within the approved appropriation, and that the contractor will start as soon as possible. Further, Ms. Fava explained in detail the process and timeline through which the park's improvement plan has been followed. The park's improvement is part of an overall plan to link various parts of Westport and increase access to the Saugatuck River. Steve Edwards stated that Priority Landscaping had positive references and he would provide oversight for the work. Upon motion by Candice Savin, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that award of contract Bid #22-050T (Riverside Avenue Park Improvement Project) in the amount of 362,500.00 to Priority Landscaping is hereby APPROVED.

APPROVE BUSINESS ASSOCIATE AGREEMENT WITH VISITING NURSE AND HOSPICE OF FAIRFIELD COUNTY

6. Assistant Town Attorney Eileen Flug presented Item #6. Attorney Flug stated that this is a follow up agreement to a previously approved contract with Waveny regarding home-care visits. This Agreement is necessary to comply with HIPAA requirements relative to access to personal health records. Upon motion by Andrea Moore, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that a Business Associate Agreement with Visiting Nurse and Hospice of Fairfield County, Inc. and Waveny LifeCare Network, Inc. regarding the protection of personal health information under HIPAA is hereby APPROVED.

APPROVE MUTUAL AMBULANCE SHARING AGREEMENT BETWEEN THE TOWN OF WESTPORT AND NEW CANAAN

7. Westport EMS Deputy Director Marc Hartog presented Item #7. Mr. Hartog explained the circumstances where the need to have this type of Agreement was identified. The town enjoys a robust mutual aid agreement with other communities, but it did not extend to the use of actual vehicles, and is needed for insurance purposes. This agreement with New Canaan may be a template for future mutual aid and sharing agreements between local municipalities. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the Mutual Ambulance Sharing Agreement between the Town of Westport and the Town of New Canaan is hereby APPROVED.

APPROVE AWARD OF CONTRACT BID #22-047T (PARSELL PUBLIC WORKS CENTER PARKING LOT) TO B&W PAVING AND LANDSCAPING

8. Public Works Director Peter Ratkiewich presented Item #8. He noted that the Town has not worked with the contractor in the past, but B&W's references were positive. Upon motion by Jennifer Tooker, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the award a contract to B&W Paving and Landscaping of Oakdale CT, pursuant to Bid #22-047T, in the amount of \$120,358.45, for reconstruction of a portion of the Parsell Public Works Center Parking lot is hereby APPROVED.

APPROVE AWARD OF CONTRACT RFP #22-045T (DOWNTOWN IMPROVEMENT PROJECT) TO LANGAN CT INC

9. Public Works Director Peter Ratkiewich presented Item #9. Mr. Ratkiewich noted that this is a culmination of collaboration and interaction between a number of departments, including Planning & Zoning, Parks and Recreation and Public Works and the Downtown Plan Implementation Committee. This project will include a traffic study and landscape design for three parking lots in Downtown. It will ensure a consistent theme and design plan while implementing Downtown Plan. Residents Don Bergmann and Harris Faulk provided opinions on the overall plan. Upon motion by Jennifer Tooker, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the award a contract to Langan CT Inc, pursuant to RFP #22-045T, in the amount of \$355,000.00, for design services associated with the Westport Downtown Improvement Project is hereby APPROVED.

APPROVE AWARD OF CONTRACT RFP #22-036T (REPLACE HILLANDALE ROAD BRIDGE OVER MUDDY BROOK) TO TIGHE AND BOND

10. Public Works Director Peter Ratkiewich presented Item #10. Mr. Ratkiewich noted that the town has worked with Tighe and Bond in the past, and has good references. The design services will reference and incorporate data from the previous comprehensive study of Muddy Brook and will improve flooding conditions. Resident Don Bergmann indicated the need to maintain the historic bridges throughout Town. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the award of contract to Tighe & Bond, Inc., pursuant to RFP #22-036T, in the amount of \$202,000.00, for design services associated with the replacement of the Hillandale Road Bridge over Muddy Brook is hereby APPROVED.

APPROVE AWARD OF CONTRACT BID #22-046T TO SYNAGRO NORTHEAST, LLC

11. Public Works Director Peter Ratkiewich presented Item #11. Mr. Ratkiewich stated that Synagro was the sole bidder. He explained the process and defined some components of the sludge hauling industry. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the award of contract to Synagro Northeast, LLC pursuant to Bid #22-046T: Haul and Dispose of Non-Hazardous Liquid Sewage Sludge, in the amount of \$314,250.00 is hereby APPROVED.

APPROVE STATE AND LOCAL BRIDGE GRANT AGREEMENT FOR REIMBURSEMENT FOR KINGS HIGHWAY NORTH BRIDGE

12. Public Works Director Peter Ratkiewich presented Item #12. Mr. Ratkiewich stated that this Agreement associated with the State Project for reimbursement of 50 percent (50%) of the design and construction costs for the re-build of the Kings Highway North Bridge. Upon motion by Andrea Moore, seconded by Candice Savin, and passing by a vote of 3-0, It was:

RESOLVED, that State Local Bridge Grant Agreement for reimbursement of expenses associated with the construction of the Kings Highway North Bridge over Willow Brook, State Project # 9158-0021, in the amount of \$1,002,110.50 is hereby APPROVED.

APPROVE AWARD OF CONTRACT BID #22-053T (PAVEMENT PRESERVATION, SPRING 2022) TO A&J CONSTRUCTION

13. Public Works Director Peter Ratkiewich presented Item #13. Mr. Ratkiewich stated that the Town has contracted with A&J in the past and are satisfied with their work. He noted that this would encompass approximately 4.3 miles of paving, added to the approximately 3 miles completed in the fall, and included crack sealing and repair. Resident Harris Faulk questioned which roadways would be included and if the work included assessment for potholes and other conditions in town roadways. Mr. Ratkiewich said that the list of roadways would be forthcoming, and that the town already has a program in place that assesses the conditions of town roads and sidewalks through scanning technology. The compiled data is utilized to prioritize and determine which roadways need paving and repairs for each season. Upon motion by Jennifer Tooker, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the award of contract to the lowest qualified bidder, A&J Construction, pursuant to Bid #22-053T, Pavement Preservation and Repairs – Spring 2022, in the amount of \$1,121,876.35 is hereby APPROVED.

ADJOURNMENT

Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, the meeting adjourned at 10:42 AM.

*/Eileen Francis/*  
Eileen Francis, Recording Secretary