

Board of Selectwomen Meeting
May 24, 2023
APPROVED MINUTES

The Westport Board of Selectwomen, Traffic Authority, and Water Pollution Control Authority held a public meeting on Wednesday, May 24, 2023 at 9:00 AM in the Westport Town Hall Auditorium, 110 Myrtle Avenue, Westport, Connecticut. In attendance were Jennifer Tooker, Andrea Moore, Candice Savin, Eileen Flug, Tom Kiely, Gary Conrad, Peter Ratkiewich, Keith Wilberg, Elaine Daignault, Christine Alison, Eileen Zhang, presenters as noted in the minutes, members of the public, and Eileen Francis, recording secretary.

<https://play.champds.com/westportct/event/385>

MINUTES

1. Andrea Moore presented Item #1. Upon motion by Candice Savin, seconded by Andrea Moore 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 meetings of May 10, 2023 are hereby APPROVED.

APPROVE USE OF IMPERIAL AVENUE FOR 2023 REMARKABLE THEATER SEASON

2. Doug Tirola, representing Remarkable Theater presented Item #2. The final resolution reflects the approval of the use of the lot by the Remarkable Theater on Mondays and Wednesdays from June 26 – August 23, with the condition that the representatives from the Levitt Pavilion and Remarkable Theater convene independently and confirm schedules to avoid conflicts. Also, the parties were instructed to return at a later public meeting to confirm and have the dates for the fall portion of the season approved. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, that the request from the Remarkable Theater, LLC for the use of the Town owned Property known as the Imperial Avenue Parking Lot on *Mondays and Wednesday evenings from June 26, 2023 to August 23, 2023, with the condition to return for further discussion on remaining dates after August 23, 2023*, for the Remarkable Theater Drive-in, contingent upon compliance with recommendations and inspections from relevant Town departments and in accordance with the Policy for the Use of Town Property, Facilities and/or Public Roadways is hereby APPROVED.

APPROVE INSTALLATION OF RAINBOW ON CROSSWALK AT JESUP ROAD AND TAYLOR PLACE

3. Brian McGunagle, representing Westport Pride presented Item #3. Director of Public Works Peter Ratkiewich provide additional information. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that acting in its capacity as the Local Traffic Authority, the temporary installation of multi-colored (rainbow) removable material on the crosswalk markings at the intersection of the Town-owned roadways at Taylor Place and Jesup Road for dates to be determined between June

1 and June 30, contingent upon positive inspection results by the Department of Public Works, in recognition of Westport Pride is hereby APPROVED.

APPROVE AMENDMENT 1 TO MASTER MUNICIPAL AGREEMENT FOR CONSTRUCTION PROJECTS BETWEEN THE STATE OF CT DOT AND THE TOWN OF WESTPORT

4. Director of Public Works Peter Ratkiewich presented Item #4. Upon motion by Andrea Moore, seconded by Jennifer Tooke and passing by a vote of 3-0, it was:

RESOLVED, that Amendment No. 1 to the Master Municipal Agreement for Construction Projects by and between the State of Connecticut and the Town of Westport, Agreement No. 05.28-03(13) dated July 2, 2013, to extend the term for an additional (1) year through July 1, 2024, or until the effective date of the successor agreement, whichever occurs earlier, is hereby APPROVED.

APPROVE AUDIT ENGAGEMENT LETTER BETWEEN THE TOWN OF WESTPORT AND CLIFTONLARSONALLEN, LLP

5. Finance Director Gary Conrad presented Item #5. Upon motion by Andrea Moore, seconded by Jennifer Tooker and passing by a vote of 3-0, it was:

RESOLVED, that the Audit Engagement Letter between the Town of Westport and CliftonLarsonAllen, LLP as it relates to the June 30, 2023 year end audit is hereby APPROVED.

APPROVE 15-YEAR USE RESTRICTION FOR 45 JESUP ROAD (GILLESPIE CENTER)

6. Human Services Director Elain Daignault presented Item #6. Upon motion by Candice Savin, seconded by Andrea Moore and passing by a vote of 3-0, it was:

RESOLVED, that the 15-year use restriction for the town owned property located at 45 Jesup Road (the Gillespie Center) as a condition to the Town's receipt of grant funds from the Connecticut Department of Housing is hereby APPROVED.

APPROVE CERTIFIED RESOLUTION AND ASSISTANCE AGREEMENT FOR THE CDBG-CV FUNDS GRANT (PROJECT SC2015803)

7. Human Services Director Elaine Daignault presented Item #7. Andrea Moore read the Resolution into the record. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, the following was APPROVED:

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 -3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Westport make application to the State for \$1,200,000.00 in order to undertake a Small Cities Community Development Program and to execute an Assistance Agreement, therefore, should one be offered.

NOW, THEREFORE, BE IT RESOLVED BY THE Westport Board of Selectwomen:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,

2. That the filing of an application by the Town of Westport in an amount not to exceed \$1,200,000.00 is hereby approved, and that Jennifer S. Tooker, First Selectwoman of Westport is hereby authorized and directed to file such Application with the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an Assistance Agreement with the State of Connecticut for State financial assistance if such an Agreement is offered, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Westport.

And further, that the Assistance Agreement between the Town of Westport and the State of Connecticut Department of Housing Under the Small Cities Community Development Block Grant Program for CDBG-CV Funds (Project SC2015803) in the amount of \$1,200,000 to renovate the Gillespie Center shelter to prevent, prepare for, and respond to the COVID-19 pandemic, subject to final review by the Town Attorney's Office is hereby APPROVED.

APPROVE REFUND OF OVERPAYMENTS OF TAXES, AS PRESENTED

8. Tax Collector Christine Alison presented Item #8. Upon motion by Candice Savin, seconded by Andrea Moore 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 MAINTENANCE AGREEMENT BETWEEN THE TOWN AND TOTAL COMMUNICATIONS, INC.

9. IT Director Eileen Zhang presented Item #9. Upon motion by Andrea Moore, seconded by Candice Savin and passing by a vote of 3-0, it was:

RESOLVED, the Maintenance Agreement between the Town of Westport and Total Communications, Inc. for the Cisco VoIP Phone System, subject to final review by the Town Attorney's Office, is hereby APPROVED.

WITHDRAWN

~~10. To take such action as the meeting may determine, upon the request of the IT Director, to approve the Microsoft Enterprise Volume Licensing Agreement between the Town of Westport and Microsoft Corporation.~~

APPROVE AWARD OF CONTRACT BID 23-084B TO GRASSO COMPANIES, LLC.

11. Town Engineer Keith Wilberg presented Item #11. 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 Bid 23-084B, Pavement Preservation & Repairs
- Summer 2023 to Grasso Companies, LLC in the amount of \$682,303.50, 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 10:55 AM.

/Eileen Francis/

Eileen Francis, Recording Secretary