

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING

TOWN OF WESTBROOK, CONNECTICUT  
BOARD OF SELECTMEN  
SPECIAL MEETING  
Thursday, September 10, 2020  
Via ZOOM

CALL TO ORDER

First Selectman Bishop called the meeting to order at 5:30 p.m. In attendance included: First Selectman Bishop, Selectman Hall, and Selectman Fuchs, Ken Butterworth, IT, Chris Ehlert, BOF member, Tony Cozza, BOF member, Heidi Wallace, Inland Wetland Official, Kit Bishop, Library Board, Paul Winch, BOF member/Library Board, Eric Knapp, ZEO, Tim Kellogg, Library Director, Carol Hess, Asst. Finance Director, Pat Marcarelli, COB President, Lee McNamar, WPCA Chairman, and Bob Doane, Doane Engineering.

Discussion and Action – Bid and Contract – Community Room Project – Westbrook Library

The bid results for the Library Community Room project were included in the BOS packet. Mr. Kellogg, Library Director reported that the sub-committee recommended to the Library Board of Directors and the BOS that the project be awarded to Pat Munger Construction Co., Inc. (second lowest bidder). A copy of the draft contract for services was forwarded to Attorney Forsyth for review and comment.

Mr. Bishop made a motion to award the contract for the Library Community Room to Pat Munger Construction Co., Inc. in the amount of \$96,950.00 and to authorize the First Selectman to sign the contract, pending Town Attorney review. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop reported that the Library Board appointed Ariel Wander as Public Service Librarian. She will work 30 hours per week and begins on 9/15/20.

Discussion and Action – Bid and Contract for Jetty Replacement Project

Six bids were received in response to the RFP for Jetty Replacement (jetties 5 and 6). The bid results were included in the BOS packet.

Mr. Doane, Doane Engineering and John Riggio, Director of Public Works reviewed the bids and recommend that Pinder Construction be award the project. Mr. Doane was available and addressed questions relative to the bid posed by BOS members.

Mr. Hall made a motion to award the Jetty Replacement project (jetties 5 and 6) to Pinder Construction in the amount of \$198,862.00 and to authorize First Selectman Bishop to sign a contract with Pinder Construction, subject to the Town Attorney's review of the contract. Mr. Fuchs seconded the motion. The motion passed unanimously.

Mr. Doane will provide a contract for Town Attorney review. It is anticipated that the project will begin in early October and be completed no later than 4/30/21.

Planimetric Contract – Affordable Housing Plan

A copy of the contract, as reviewed by the Town Attorney, was included in the Board packet.

As previously discussed, the BOS accepted a grant from the State in the amount of \$15,000 to satisfy the State's mandate that every town have an Affordable Housing Plan. No Town funds are necessary to facilitate the Affordable Housing Plan.

Mr. Fuchs made a motion to approve the Planimetrics Contract in the amount of \$15,000 and to authorize First Selectman Bishop to sign the contract as presented. Mr. Hall seconded the motion. The motion passed unanimously.

Status of Toby Hill Contract

A Contract Amendment between the Town of Westbrook and Toby Hill Associates regarding the potential Town purchase of property was included in the BOS packet. The original contract expired at the end of September.

Mr. Fuchs made a motion to authorize First Selectman Bishop to sign the Contract Amendment (expiration date 12/1/20) as presented. Mr. Hall seconded the motion. The motion passed unanimously.

Appointments/Re-appointments/Resignations

Mr. Bishop made a motion to accept the resignation of Lucile Spanilo, with regret, from the Sr. Center Management Committee. Mr. Fuchs seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to accept the resignation of Bruce Chappell, with regret, from the Inland Wetland Commission. Mr. Fuchs seconded the motion. The motion passed unanimously.

Approval of Minutes

Mr. Fuchs made a motion to approve the minutes from the 8/11/20 Regular BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Fuchs made a motion to approve the minutes from the 8/11/20 Special BOS meeting. Mr. Bishop seconded the motion. The motion passed unanimously.

Mr. Fuchs made a motion to approve the minutes from the 8/18/20 BOS meeting. Mr. Hall seconded the motion. The motion passed unanimously.

Mr. Bishop made a motion to approve the minutes from the 8/24/20 BOS meeting. Mr. Fuchs seconded the motion. The motion passed unanimously.

First Selectman's Report – None.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 6:00 p.m. Mr. Fuchs seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski  
Executive Assistant

Noel Bishop  
First Selectman