

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING
TOWN OF WESTBROOK, CONNECTICUT
BOARD OF SELECTMEN
REGULAR MEETING
Thursday, March 24, 2022
Multi-Media Room and via ZOOM
Mulvey Municipal Center

CALL TO ORDER

First Selectman Hall called the meeting to order at 6:30 p.m. In attendance included: First Selectman Hall, Selectman Campbell, Selectman Bialicki, Paul Winch, BOF Chairman, Tony Cozza, BOF member, Donna Castracane, Director of Finance, Ken Butterworth, IT Director, Marie Palma, COB, and John Palermo, Assistant Emergency Management Director/Open Burning Official.

Mr. Hall led the Pledge of Allegiance.

Mr. Hall made a motion to add to the agenda a First Reading for Athena Uzzo, R, WPCA. Mr. Campbell seconded the motion. The motion passed unanimously.

ARPA – Grant Agencies

As previously discussed, the BOS allocated up to \$200,000 in ARPA funds to outside grant agencies. To date, Westbrook Youth and Family Services have received \$25,000 and the Shoreline Soup Kitchen has received \$10,000 (as approved by BOS, BOF and Town Meeting). Note that the funds released to the Senior Center, VNA and Social Services are not “part” of the \$200,000 allocated to Grant agencies as they are Town departments.

Ms. Castracane outlined the protocol for outside agencies receiving these funds; i.e. BOS approval, BOF approval and ultimately approval at a Town Meeting. An application has been developed and the consensus of the BOS was to “solicit” outside grant agencies to let them know that ARPA funds may be available for their use. At a recent BOF meeting, the BOF suggested that perhaps some of the Outside Grant Agencies funded each year through the budget process may be eligible for these ARPA funds.

Ms. Castracane will “solicit” grant applications from outside agencies (non-profit) relative to ARPA funds.

As previously reported the RiverCOG has requested 15% of the “County” ARPA funds for a regional project. Mr. Hall reported that, to date, no project has been identified. Prior regional projects for consideration; i.e. shared individual to record and track ARPA funds and record digitalization have not come to fruition. The BOS will make no commitment on this request until additional information is received from RiverCOG.

RFP – Copier Machine

The draft RFP for copier machines was included in the BOS packet. The request includes the replacement of all free standing copy/fax/scanners in the town and an assessment of the copier needs of the town. The draft is currently being reviewed by the Town Attorney and Mr. Butterworth, IT Director.

Mr. Campbell made a motion to release the RFP for copiers contingent upon IT Director and Town Attorney approval of same. Mr. Bialicki seconded the motion. The motion passed unanimously.

APPOINTMENT – Interim Emergency Management Director

At the March 8, 2022 BOS meeting, the Board accepted the letter of resignation received from Carrie Campi, Emergency Management Director. Due to the resignation, Mr. Palermo, Assistant Emergency Management Director, has assumed the responsibilities as Director as of March 11, 2022. Mr. Palermo outlined the extensive certification courses and training he has completed to date. He anticipates being qualified to apply for the EMPG Grant (\$5,000) when it is next available. Currently, he is working with Mr. Butterworth on an Emergency Management Facebook page and website.

Mr. Bialicki made a motion to appoint Mr. Palermo as the Interim Director of Emergency Management, including appropriate compensation, retro-active to 3/11/22. Mr. Campbell seconded the motion. The motion passed unanimously.

Mr. Hall will consult with Attorney Jiran regarding the protocol for posting the Director of Emergency Management/Assistant Director of Emergency Management positions.

APPOINTMENTS/RE-APPOINTMENTS/RESIGNATIONS

First Reading – Athena Uzzo - WPCA
First Reading – Steve Bergeron - Conservation Commission

Mr. Campbell made a motion to appoint Meri Wick to the Economic Development Committee. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Bialicki made a motion to appoint John Giannini to the Westbrook Housing Authority. Mr. Campbell seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to re-appoint Rebecca Row Indich to the Regional Mental Health Board. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to re-appoint Tom Fahey (3 year term) to the Harbor Management Commission. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Bialicki made a motion to re-appoint Bob Charette (3 year term) to the Harbor Management Commission. Mr. Campbell seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to re-appoint (1 year term) the Marine Patrol as follows: Dave Russell, Ansis Rutdis, Charles McSorley, Enrico Milardo, Chris Reid, Mike McKenna, Mark Wzykowski, Marc Gelvin and Dan Pederson. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Bialicki made a motion to accept the resignation of Johnell Clarke, Land Use Tech. Mr. Campbell seconded the motion. The motion passed unanimously.

Mr. Gillespie, Planner, modified the Tech job description slightly and the position has been posted.

APPROVAL OF MINUTES

Mr. Campbell made a motion to approve the minutes from the 3/8/22 BOS meeting as presented. Mr. Bialicki seconded the motion. The motion passed unanimously.

Mr. Campbell made a motion to approve the minutes from the 3/17/22 BOS meeting as presented. Mr. Bialicki seconded the motion. The motion passed unanimously.

FIRST SELECTMAN'S REPORT

Mr. Hall reported:

- The new Accounts Payable Clerk will begin on Monday, 3/28/22.
- Middle Beach – Public Works is working with the DEEP and Bob Doane to facilitate repairs to the stone jetty at Middle Beach. The intent is to obtain DEEP permission (without the need for an official permit) to repair the jetty by simply moving the stones/rocks already on site. Work must be completed by 4/1 and next week's tide schedule is conducive to the project.
- A meeting with the owner of Westbrook Outlet relative to their plans for the mall went well.
- A site visit took place with Mr. Gillespie, Mr. Riggio and a representative from Jacobson to determine appropriate engineering needs regarding the sidewalks on Rte. 153 and potentially McVeigh Road (possible use of Infrastructure funds).
- 3/23/22 - Walkthrough with 7 contractors – Library and Mulvey Roof RFP.
- Small Cities Grant – Safe Harbor – conference call this week with consultant and Joan Angelini, Safe Harbor Board member.
- The next Town Meeting is 4/6.
- Interviews are on-going with Asst. Town Clerk candidates.
- The Bill regarding TAR funds being tied to Beach Access was discussed in the Legislature and changed from a Bill to a Study.
- The BAA deadline for appeals has been extended to 5/31 due to the volume of appeals.

ADJOURNMENT

Mr. Campbell made a motion to adjourn the meeting at 7:02 p.m. Mr. Bialicki seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Executive Assistant

John Hall, III
First Selectman