

THESE MINUTES ARE SUBJECT TO APPROVAL AT THE NEXT BOS MEETING
TOWN OF WESTBROOK, CONNECTICUT
BOARD OF SELECTMEN
SPECIAL MEETING
Tuesday, April 2, 2019
Multi-Media Room
Mulvey Municipal Center

CALL TO ORDER

First Selectman Bishop called the meeting to order at 4:17 p.m. In attendance included First Selectman Bishop, Selectman Hall, Selectwoman Labbadia, Lew Daniels, Library Director, Library Board members, Kit Bishop, Library Board, Pam Fogarty, Assessor, Paul Winch, Gary Gavigan, BOF member, Marilyn Ozols, Planning Commission Chair, Paul Connelly, BOF Chair, Tony Cozza, BOF member, Bill Cusson, Fire Department, Donna Castracane, Director of Finance, Jill Brainerd, Facilities, and Carol Hess, Assistant Director of Finance.

Mr. Bishop reported that the meeting scheduled to begin at 4:00 p.m. was delayed due to an unanticipated visit/meeting with Governor Lamont. He thanked the attendees for their patience and understanding.

REVISIT AND ESTABLISH PRIORITIES FOR CAPITAL PROJECTS AS REQUESTED BY BOF

The BOS packet included the Town of Westbrook Requested Capital Improvement Plan FY2019-20 as approved by the BOS. The BOF requested that the BOS prioritize Capital projects. All Department Heads have been invited to this afternoon's meeting. Mr. Bishop reported that at previous Capital meetings, all interested parties understood that there was the possibility of changes to the Capital Plan.

Mr. Bishop reported that all of the Capital projects are considered important. The BOS did recommend that the BOF appropriate funds from the Fund Balance to support all of the Capital projects.

The Capital projects, as prioritized by the BOS this afternoon, will be forwarded to the BOF for further action at this evening's BOF meeting. It is important that the BOF take action tonight in order to meet deadlines for budget publishing, hearings, voting, etc.

The BOS prioritized projects as follows:

#1	Assessor	Revaluation	\$50,000
#2	IT	Various Projects	\$25,000
#3	Library	All Purpose Room	\$125,000
#4	Fire Dept.	SCBA	\$129,300
#5	Facilities	Roof	\$88,000
#6	Public Works	Paving	\$150,000
#7	Public Works	Jetties	\$100,000 *
#8	Facilities	General Repairs	\$150,000
#9	Harbor	Dredging	\$25,000
#10	P&Z	Various Projects	\$160,000
#11	WPCC	Soil Testing, Waste Water Mgt.	\$130,000
#12	Fire	Apparatus Replacement	\$100,000
#13	Police	Cruiser	\$45,000

*Mr. Riggio, Director of Public Works, provided, via an e-mail, a brief history on the installation of the jetties in the 1950s. He recommended that the Town fund \$100,000 (down from an original request of \$200,000) in the 2019-20 Capital to replace one jetty per year.

As stated, while the BOS did assign priorities to the Capital projects, it strongly recommended to the BOF that despite the priority numbers for each project, that all Capital Projects be funded since there is money in the Fund Balance for these projects if approved at the BOF meeting tonight.

WAIVE BID ORDINANCE

As reported at the 3/28/19 BOS meeting, two proposals for the installation of Pickle Ball courts have been received from contractors; one, Hinding totaling \$45,000 and the other from Sport Tech Construction in the amount of \$52,000. A third quote has been requested but not yet received.

It is acceptable to waive the provisions of the Bid Ordinance and solicit 3 quotes for a project.

Mr. Bishop was in receipt of an e-mail from Attorney Wells outlining the protocol for waiving the Bid Ordinance as follows: "Pursuant to Section 2-3 (g)(5) the bid ordinance may be waived due to the time-sensitive circumstances impacting....public works operations, during which the First Selectman may, in writing, waive the requirements of this section". The Public Works Department will be performing some of the work required for the installation of Pickle Ball courts.

Mr. Hall made a motion to waive the formal bidding procedure on purchases in excess of \$20,000 (relative to the Pickle Ball Court installation) as outlined in the Town of Westbrook Bid Ordinance. Ms.Labbadia seconded the motion. The motion passed unanimously.

ADJOURNMENT

Mr. Bishop made a motion to adjourn the meeting at 4:57 p.m. Mr. Hall seconded the motion. The motion passed unanimously.

Respectfully Submitted,

Attest,

Suzanne Helchowski
Administrative Assistant

Noel Bishop
First Selectman