

**Board of Selectmen  
Special Meeting Agenda  
March 3, 2022 at 7.00pm**

**Please click the link below to join the webinar:**

**<https://us02web.zoom.us/j/82875950583?pwd=Nm9uMlFVQ0ljNXlM MG5SNDhpREpNdz09>**

**Webinar ID: 828 7595 0583**

**Passcode: 034416**

**Join by phone: 646 558 8656**

**Meeting held remotely due to Covid 19**

1. Call to order
2. Pledge of Allegiance
3. Discussion/ decision to authorize the issuance of Road Opening Permit(s) to Squan Construction Services, Inc. for Optimum/Altice fiber optic cable upgrades pursuant to Chapter 164 of the Weston Town Code
4. Discussion/decision to accept a \$10,000 donation from the Crown Family (Dan, Ellen and Lester Crown) to the Weston Police Department for general operating support
5. Discussion / Decision to refer the modified plan for the Weston Dog Park to: 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Conservation Commission for review and approval of a permit for the modified plan
6. Interview of Fran Sheff-Mauer for Historic District Commission
7. Interview of Pat Glass for Beautification Committee
8. Interview of Debbie Sollinger for the Commission on Children and Youth
9. Appointment of Mark Brennan to the Historic District Commission for a term to end December 31, 2024
10. Appointment of Amy Rapawy to the Marketing and Communications Advisory Committee for a term to end June 30, 2024
11. Approval of tax refunds totalling \$7,859.81
12. Approval of the minutes from the Board of Selectmen Special Meeting on February 24, 2022
13. Executive Session to discuss pending litigation
14. Adjournment

Board of Selectmen  
Special Meeting Agenda  
March 3, 2022 at 7.00pm

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82875950583?pwd=Nm9uMIFVQ0ljNXImMG5SNDhpREpNdz09>

Webinar ID: 828 7595 0583

Passcode: 034416

Join by phone: 646 558 8656

Meeting held remotely due to Covid 19

1. Call to order: **no motion**
2. Pledge of Allegiance: **no motion**
3. Discussion/ decision to authorize the issuance of Road Opening Permit(s) to Squan Construction Services, Inc. for Optimum/Altice fiber optic cable upgrades pursuant to Chapter 164 of the Weston Town Code: **I move to authorize the Public Works Director to issue one or more Road Opening Permit(s) to Squan Construction Services, Inc. upon execution of the Road Opening Permit Bond as drafted by the Town Attorney in the amount of \$30,000 and submission to the Public Works Director**
4. Discussion/decision to accept a \$10,000 donation from the Crown Family (Dan, Ellen and Lester Crown) to the Weston Police Department for general operating support: **I move to accept a \$10,000 donation from the Lester CAIT Trust to the Weston Police Department for general operating support**
5. Discussion / Decision to refer the modified plan for the Weston Dog Park to: 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Conservation Commission for review and approval of a permit for the modified plan: **I move to refer the modified plan for the Weston Dog Park to 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Conservation Commission for review and approval of a permit for the modified plan**
6. Interview of Fran Sheff-Mauer for Historic District Commission: **No motion**
7. Interview of Pat Glass for Beautification Committee: **No motion**
8. Interview of Debbie Sollinger for the Commission on Children and Youth: **No motion**
9. Appointment of Mark Brennan to the Historic District Commission for a term to end December 31, 2024: **I move to appoint Mark Brennan to the Historic District Commission for a term to end December 31, 2024**
10. Appointment of Amy Rapawy to the Marketing and Communications Advisory Committee for a term to end June 30, 2024: **I move to appoint Amy Rapawy to the Marketing and Communications Advisory Committee for a term to end June 30, 2024**
11. Approval of tax refunds totaling \$7,859.81: **I move to approve tax refunds totaling \$7,859.81: I move to approve tax refunds totaling \$7,859.81, as presented**
12. Approval of the minutes from the Board of Selectmen Special Meeting on February 24, 2022: **I move to approve the unapproved minutes from the Board of Selectmen's Special Meeting held February 24, 2022.**
13. Executive Session to discuss pending litigation: **I move to enter into executive session with Jonathan Luiz for the purpose of discussing pending litigation**
14. Adjournment: **I move to adjourn**

## **DRAFT Motions for the 3/3/22 BOS Special Meeting**

- 1. Call to order: no motion**
- 2. Pledge of Allegiance: no motion**
- 3. Discussion/ decision to authorize the issuance of Road Opening Permit(s) to Squan Construction Services, Inc. for Optimum/Altice fiber optic cable upgrades pursuant to Chapter 164 of the Weston Town Code: I move to authorize the Public Works Director to issue one or more Road Opening Permit(s) to Squan Construction Services, Inc. upon execution of the Road Opening Permit Bond as drafted by the Town Attorney in the amount of \$30,000 and submission to the Public Works Director**

**TOWN OF WESTON, CONNECTICUT  
ROAD OPENING PERMIT BOND**

**Squan Construction Services, Inc. – Fiber Optic Cable Upgrade Project**

KNOW BY ALL MEN BY THESE PRESENTS:

THAT WE, Squan Construction Services, Inc., of the Town of Wilton, County of Fairfield, and State of Connecticut, as Principal, and \_\_\_\_\_, of the Town of \_\_\_\_\_, County of \_\_\_\_\_, and the State of \_\_\_\_\_, as Surety, are held and firmly bound to the Town of Weston in the sum of Thirty Thousand Dollars (\$30,000) for the payment of which we jointly and severally bind ourselves, our legal representatives, successors and assigns, firmly by these presents the said bond and surety to continue to be holden to the Town of Weston until consent to the cancellation thereof is given in writing by the Public Works Director or his/her designee.

Whereas, the Principal may, upon his/its application as necessary for purposes of upgrading certain telecommunications cables and equipment within its legal control, receive from the Town of Weston one or more "Road Opening Permit(s)" to excavate in the streets and sidewalks of the Town and/or to otherwise perform work within the Town's right of way, or upon or within other Town owned property as is or may be more particularly specified in said permit(s); to which permits(s) reference is hereby made and is/are made a part hereof.

Whereas the Principal agrees to conform to all laws, rules, regulations and restrictions of the Town of Weston in regard to the activities described in said permit including, but not limited to, the Article II of Chapter 169 of the Code of Ordinances of the Town of Weston.

NOW, THEREFORE, if the Principal faithfully performs and fulfills all the undertakings, covenants, terms, conditions and agreements specified in said permit(s), and shall well and truly save harmless and indemnify the Town of Weston from all damages and costs that the Town of Weston may suffer, be liable for, or be compelled to pay for any injuries or damages which may be caused by any action or work being carried on either by said Principal, his servants, agents or employees, under any permit(s) issued or which may be issued by the Town of Weston or its authorized agent, or by reason of negligence or violation of any law on the part of said Principal, his agents or employees, and shall further indemnify the Town of Weston for any expenses that the Town may suffer, be liable for, or be compelled to pay, in refilling openings or excavations, in removing guide railings, trees, stumps and other obstructions or restrictions, in replacing drainage involving driveways, and in restoring pavements or sidewalks opened or excavated by said Principal, his agents or employees, to its/their former condition, then this obligation shall be void; otherwise to remain in full force and effect.



Any forbearance on the part of the Town of Weston shall not in any way release the Principal or Surety from liability hereunder.

All of the provisions of the foregoing are to be subject to the present laws of the State of Connecticut and to any change, alteration or repeal of any existing laws as may be enacted by any future session of the Legislature of the State of Connecticut.

Signed, sealed and delivered this \_\_\_\_ th day of March, 2022.

---

Principal

---

Attorney-in-Fact

## Chapter 169. Streets, Sidewalks and Public Places

[HISTORY: Adopted by the Town of Weston as indicated in article histories. Amendments noted where applicable.]

### GENERAL REFERENCES

Numbering of buildings — See Ch. 27.

Driveways — See Ch. 51.

Vehicles and traffic — See Ch. 195.

Off-road vehicles — See Ch. 200.

Subdivision regulations — See Ch. 230.

## Article I. Deposit of Dirt or Waste

[Adopted 3-28-1973 (§§ 6-20 and 6-21 of the 1981 Code)]

### § 169-1. Littering.

[Amended 7-6-1976]

It shall be unlawful for any person, in person or by agent, employee or servant, to cast, throw, sweep, sift or deposit in any manner in or upon any public way or other public place in the Town any kind of dirt, mud, rubbish, waste article, thing or substance whatsoever, whether liquid or solid, or for any person to cast, throw, sweep, sift or deposit any of the aforementioned items anywhere within the jurisdiction of the Town in such manner that it may be carried or deposited, in whole or in part, by the action of the sun, wind, rain, or snow, into any of the aforementioned places, provided that this section shall not apply to the deposit of material under a permit authorized by any ordinance of the Town or to goods, wares, or merchandise deposited upon any public way or other public place temporarily in the necessary course of trade.

### § 169-2. Vehicles to be secured against spills.

It shall be unlawful for any person, in person or by agent, employee or servant, to use any vehicle to haul any kind of dirt, rubbish, waste articles or things or substances, whether liquid or solid, unless such vehicle is designed and operated so as to prevent any part of its load from spilling or dropping at any time while such vehicle is on any street or roadway in the Town.

## Article II. Excavations and Obstructions

[Adopted 2-18-1976 (Ch. 12, Art. I, of the 1981 Code)]

### § 169-3. Scope

The regulations contained in this article pertain to excavations, obstructions and substructures within, under, upon, or over any Town highway, road shoulder or sidewalk.

## § 169-4. Permit required; fee; conditions.

No person shall excavate within or under or place any obstruction or substructure within, under, upon, or over any Town highway, road shoulder or sidewalk without the written permission of the Board of Selectmen. Such permission may be granted upon compliance with the following conditions:

- A. An application, accompanied by an application fee of \$5, shall be made to the Board of Selectmen and approved by the Town Engineer before the beginning of work.
- B. A certified check or a surety bond payable to the Town in the amount to be determined by the Town Engineer, for a period of one year, shall be filed with the application before permission is granted and shall remain in full force and effect until released by the Town Engineer upon acceptance of the work.
- C. No highway shall be completely blocked at any time unless written permission has first been obtained from the Board of Selectmen.
- D. Adequate warning signs (including warning to turn off two-way radio), lights and police supervision, if necessary, shall be provided by the applicant at the applicant's own expense.
- E. The refilling of any excavated trench shall be done in layers of approximately 12 inches each and thoroughly tamped. The backfill material shall be a suitable gravel, free from clay, loam or muck. The top 12 inches shall be a good grade of gravel (not exceeding 1 1/2 inches), and a temporary asphalt patch is applied immediately. After 30 days, the patch shall be repaired and brought up to finish grade with a final asphalt hot patch to conform to the existing road in accordance with specifications and recommendations as furnished by the Town Engineer, while the hot patch plants are open. During the period when the hot patch plants are closed, the hot patch shall be applied as soon as possible after these plants are opened. In the meantime, the permittee shall maintain the trench in a proper state of repair.
- F. In the event of any emergency, public utility companies may make such opening or excavation within, under, upon, or over any Town highway, road shoulder or sidewalk immediately or as required, provided that such company verbally notifies the Town Hall or the Communication Center prior to commencing with the emergency excavation. However, within five days thereafter such company shall file a formal application for such opening or excavation.

## § 169-5. Form of permit.

The form of the permit issued under this article shall be prescribed by the Board of Selectmen.

[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II).*



Jonathan Luiz <jluiz@westonct.gov>

---

**[EXTERNAL] Re: [EXTERNAL] Re: [EXTERNAL] Optimum Fiber Upgrade Project**

1 message

---

Joe Frey <jfrey@squan.com>  
To: Jonathan Luiz <jluiz@westonct.gov>

Thu, Jan 13, 2022 at 8:50 AM

Good morning Jonathan,

Attached please find a copy of the Certificate of Insurance along with maps for the roads planned for the upgrade. The highlighted areas in green/yellow show the route of the existing coaxial cable, this is the route for the fiber as well. I'm waiting on the Bond document from my office, once I receive that, I will forward it along to you as well, but at least we get the ball rolling on the upgrade.

Thank you,  
Joe

---

**From:** Jonathan Luiz <jluiz@westonct.gov>  
**Sent:** Wednesday, January 12, 2022 1:46 PM  
**To:** Joe Frey <jfrey@squan.com>  
**Subject:** Re: [EXTERNAL] Re: [EXTERNAL] Optimum Fiber Upgrade Project

Thank you. Please email me all documents. Please do not drop anything of at the Town Hall or mail it in. Thank you.

On Wed, Jan 12, 2022 at 1:26 PM Joe Frey <jfrey@squan.com> wrote:

I have a packet I'm putting together for you so we can start the permit/application process. I have the Certificate of Insurance, just waiting for my office to generate the Bond. Once I have that either myself or my co-worker Eddie can drop the packet off to your office.

Thanks,

Joe Frey  
Field Supervisor

---

**From:** Joe Frey <jfrey@squan.com>  
**Sent:** Monday, January 10, 2022 10:49 PM  
**To:** Jonathan Luiz <jluiz@westonct.gov>  
**Subject:** Re: [EXTERNAL] Optimum Fiber Upgrade Project

Jeff Stigers 203-216-2050

He can answer any questions you may have.

Joe Frey  
Field Supervisor

---

**From:** Jonathan Luiz <jluiz@westonct.gov>  
**Sent:** Monday, January 10, 2022 9:49 PM  
**To:** Joe Frey <jfrey@squan.com>  
**Subject:** Re: [EXTERNAL] Optimum Fiber Upgrade Project

Joe - I have received your email.

Who is your main contact at Altice?

On Fri, Jan 7, 2022 at 1:38 PM Joe Frey <jfrey@squan.com> wrote:

Hi Jonathan,

Thank you for the time on Thursday afternoon. Squan (formerly CSI, Inc.) are contractors for Optimum/Altice. Optimum is upgrading their existing services in the entire footprint in NY, NJ & CT to add another product for their customers, Fiber Optic service. We have been tasked with this project and have been working by towns in Connecticut. Having done most of Wilton, New Canaan, Greenwich & Stamford working closely with police for traffic control in areas utilities are aerial and working with the town officials in areas the utilities are underground.

I am trying to coordinate our underground crews and the work to be done to provide the fiber upgrade to the people of Weston by speaking with you and any other officials necessary and keeping an open line of communication to make the project go as smoothly as possible.

Any roads or neighborhoods that have underground utilities, we try to use any existing pipe/conduit where the Optimum coax is occupied to avoid ground penetration/disruption.

We first mark out with white paint that is temporary and/or small white flags to show the existing conduit route for the crews as well as third-party utility mark out vendors. Once we mark out with our white markings, a third-party vendor marks out any other underground utilities in the neighborhood, i.e.; gas, water, electric, phone, etc. with color-coordinated markings such as the temporary paint or flags.

Once that is done, we send our first crew out to put mule tape/pull string in the existing conduit. Best case scenario: conduit is present and is large enough and clear (no blockages or broken pipe). Once that is complete, the next crew goes out and they install the fiber optic cable using the pull string. The next crew returns to tie-in the fiber and activate it. From there, our job is complete, we notify Optimum of the completed areas and they will have their Sales Reps reach out to folks letting them know it is now available in the area and at that time, no one is obligated to sign up unless they wish to.

In the event there is conduit but a blockage is detected or pipe is broken, the crew can determine where the issue is and they will hand dig that section to make any necessary repairs and return the ground to prior condition. We are prepared and stocked with top soil, seed as well as hay to ensure restorations. We can even return in Spring time to further ensure restoration. Our work is for the main fiber backbone which is the bigger fiber cables along the streets and Right-of-Ways going from pedestal to pedestal, Optimum will make all necessary arrangements for the individual service drops to the customers that wish to sign up for the fiber service.

If there is no conduit present we will need to trench the pipe in which requires a trench of approximately a foot wide by 18" deep and as mentioned above, the crews will return the grounds to prior condition. When we need to cross a driveway, sidewalk or road, we have what we call a "missile" that uses compressed air to shoot under the paved section to avoid cutting, but if we had to cut, we are also prepared to repair/patch the blacktop. In this situation, we notify the homeowner before doing any work if it's a driveway, we will notify your offices if it's a roadway before proceeding.

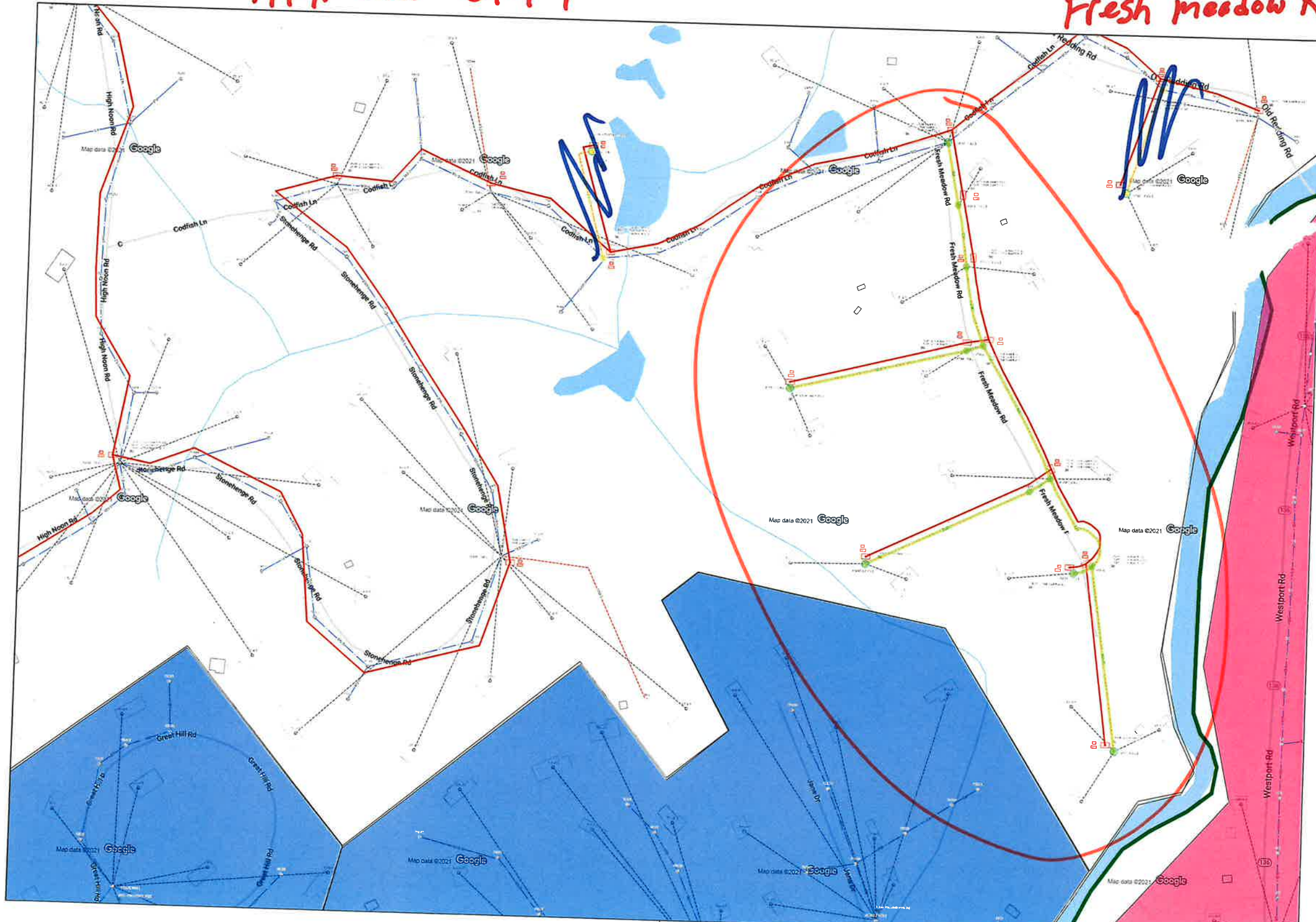
I hope this helps clarify our intentions in the town of Weston, I look forward to hearing from you as we are eager to get started and provide you with any and all documentation you may need.

Thank you for your time,

Joe Frey

AFH-con-0147

Fresh meadow Rd

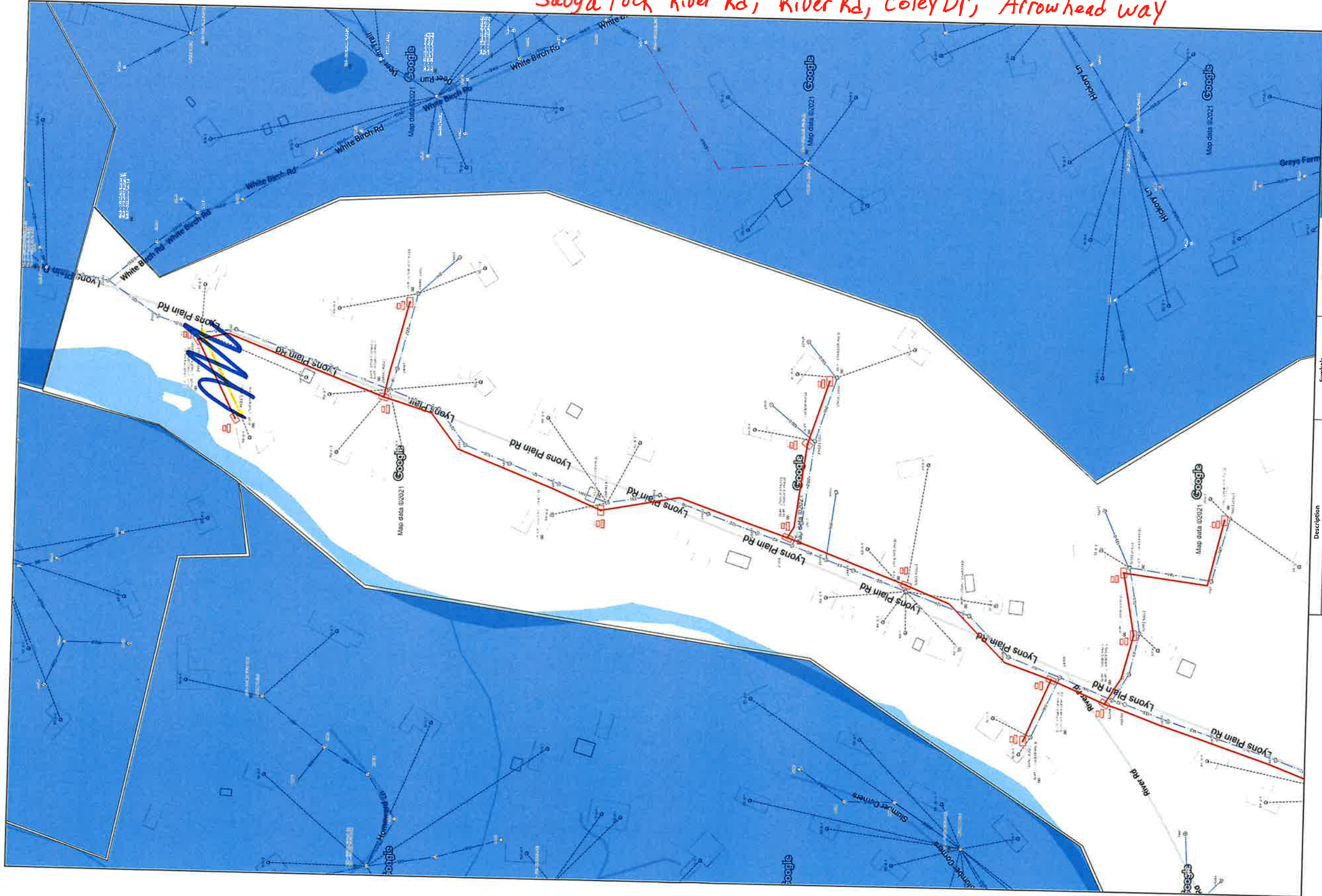


Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splice (OS)</li> <li>Optical Splitter Enclosure (OSE)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Vertical Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>FG installed</li> <li>FG planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT508J
127 UC (120 Client Buildings)			Project	CT508JF2
			Cable / Cell	CT508J008
			Scale	1:1500
			Date	02-12-2021



AFH-CON-0146

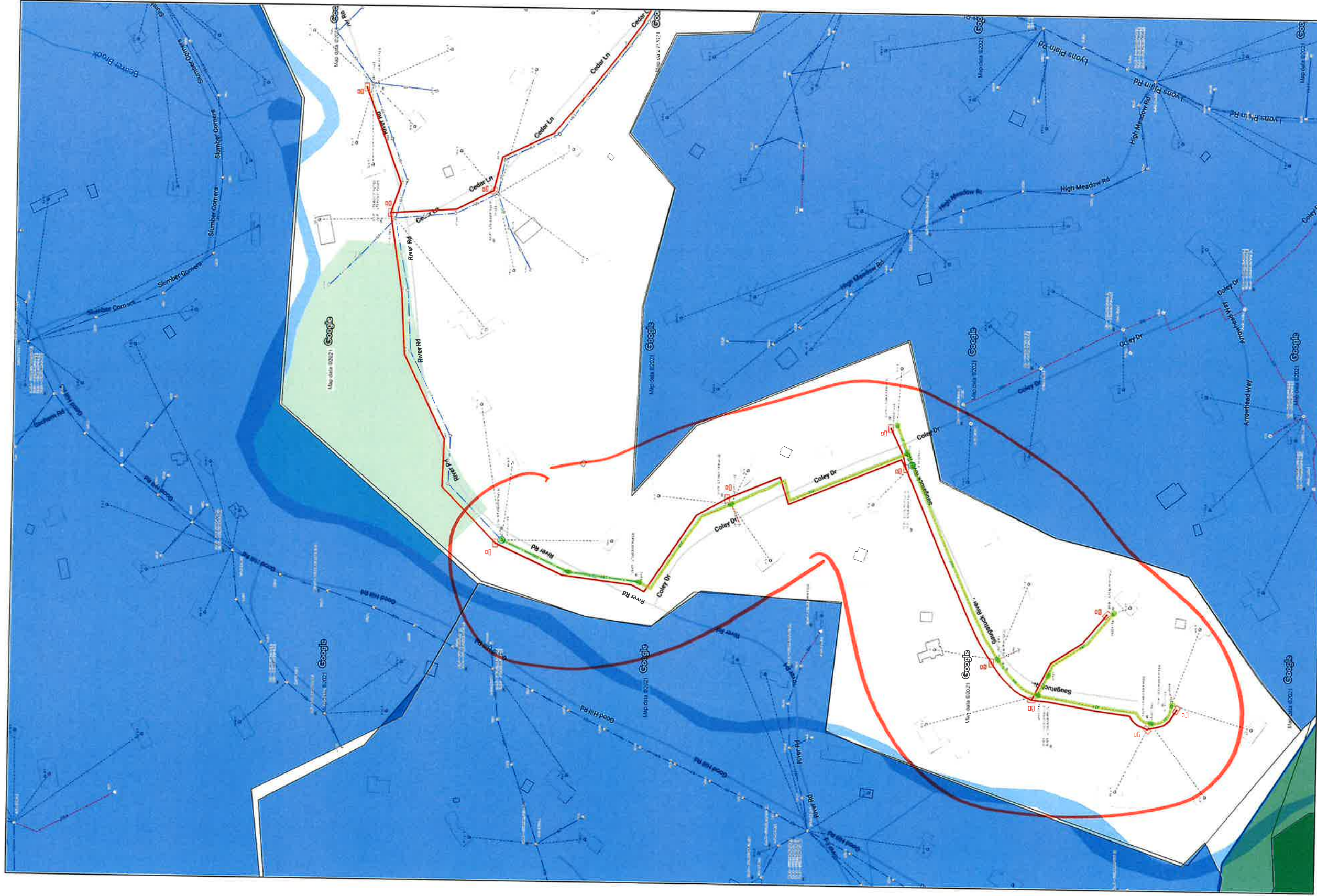
Sauga Tuck River Rd, River Rd, Coley Dr, Arrowhead way



Description		Symbols	Line Types												
Discussion	Comments	<ul style="list-style-type: none"> <li>Optimiza Cable (EP D)</li> <li>Optimiza Cable (EP D)</li> <li>Optimiza Cable (EP D)</li> <li>Optimiza Cable (EP D)</li> </ul>	<ul style="list-style-type: none"> <li>Cables</li> <li>Optimiza Cable (EP D)</li> <li>Optimiza Cable (EP D)</li> </ul>												
		BM UG (if Chain Buildings)													
<table border="0"> <tr> <td>TOWN</td> <td>WESTON</td> </tr> <tr> <td>Headend</td> <td>C1504U</td> </tr> <tr> <td>Project</td> <td>C1504JF1</td> </tr> <tr> <td>Cable / Cell</td> <td>C1504J013</td> </tr> <tr> <td>Scale</td> <td>1:1000</td> </tr> <tr> <td>Date</td> <td>02-12-2021</td> </tr> </table>				TOWN	WESTON	Headend	C1504U	Project	C1504JF1	Cable / Cell	C1504J013	Scale	1:1000	Date	02-12-2021
TOWN	WESTON														
Headend	C1504U														
Project	C1504JF1														
Cable / Cell	C1504J013														
Scale	1:1000														
Date	02-12-2021														

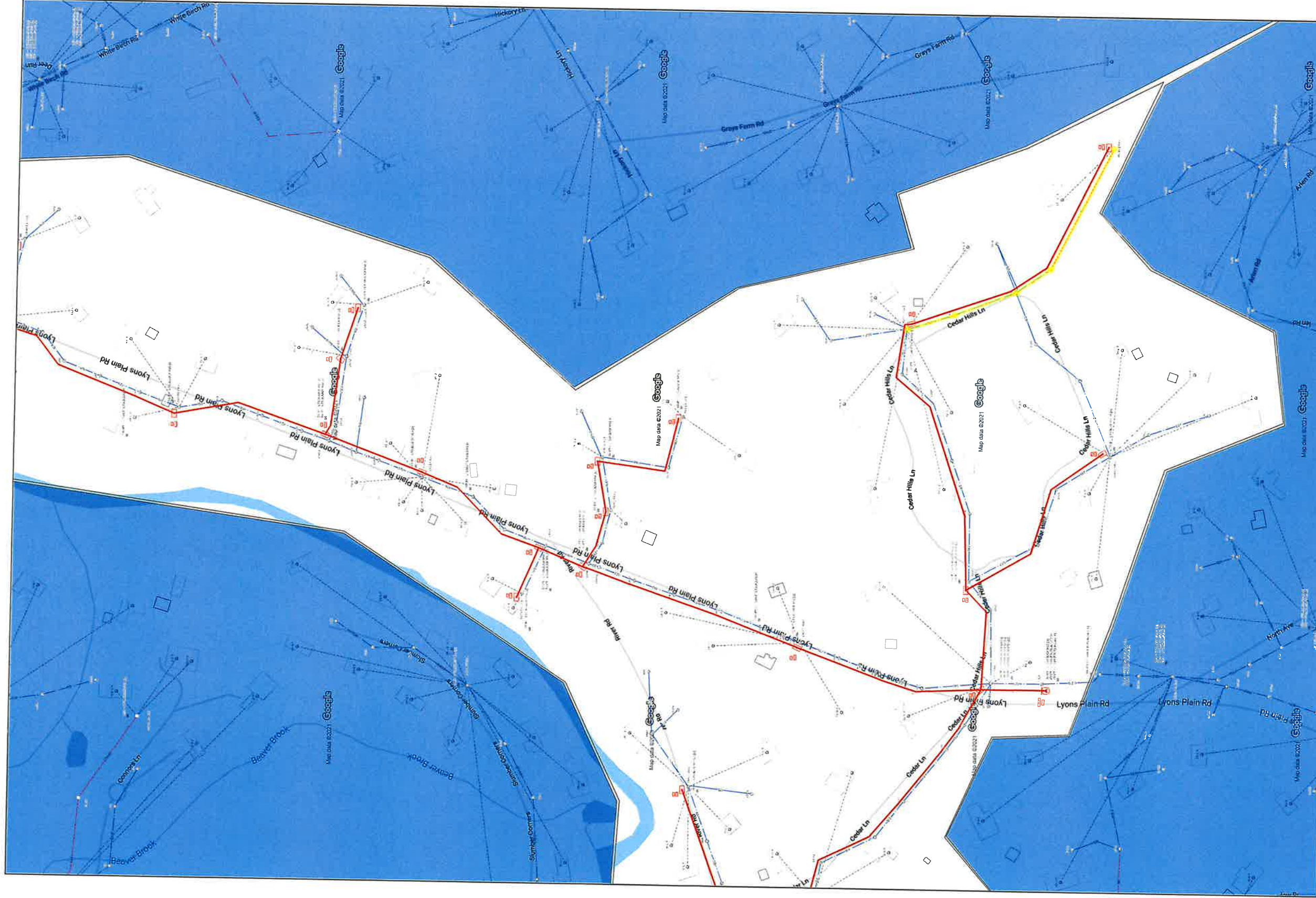
optimum.





Description		Symbols	Line Types
Distribution		<ul style="list-style-type: none"> <li>Optical Source (OS)</li> <li>Optical Receiver/Converter (ORC)</li> <li>Optical Network Terminal (ONT)</li> <li>Optical Network Unit (ONU)</li> </ul>	<ul style="list-style-type: none"> <li>OS required</li> <li>ORC placement</li> </ul>
Comments			
84 UC (7 Client Buildings)			
Date		02/12/2021	
Scale		1:1500	
Cable / Cell		CT500B/013	
Project		CT500B/F1	
Headend		CT500B/J	
TOWN		NESTON	
optimum.			





Description		Symbols	Line Types
Distribution		<ul style="list-style-type: none"> <li>Optical Splitter (OS)</li> <li>Optical Splice Closure (OSC)</li> <li>Optical Network Point (ONP)</li> <li>Optical Network Point (ONP)</li> </ul>	<ul style="list-style-type: none"> <li>Cables</li> <li>FD installed</li> <li>FD planned</li> </ul>
Comments			
84 UC 77 (Chem Buildings)			

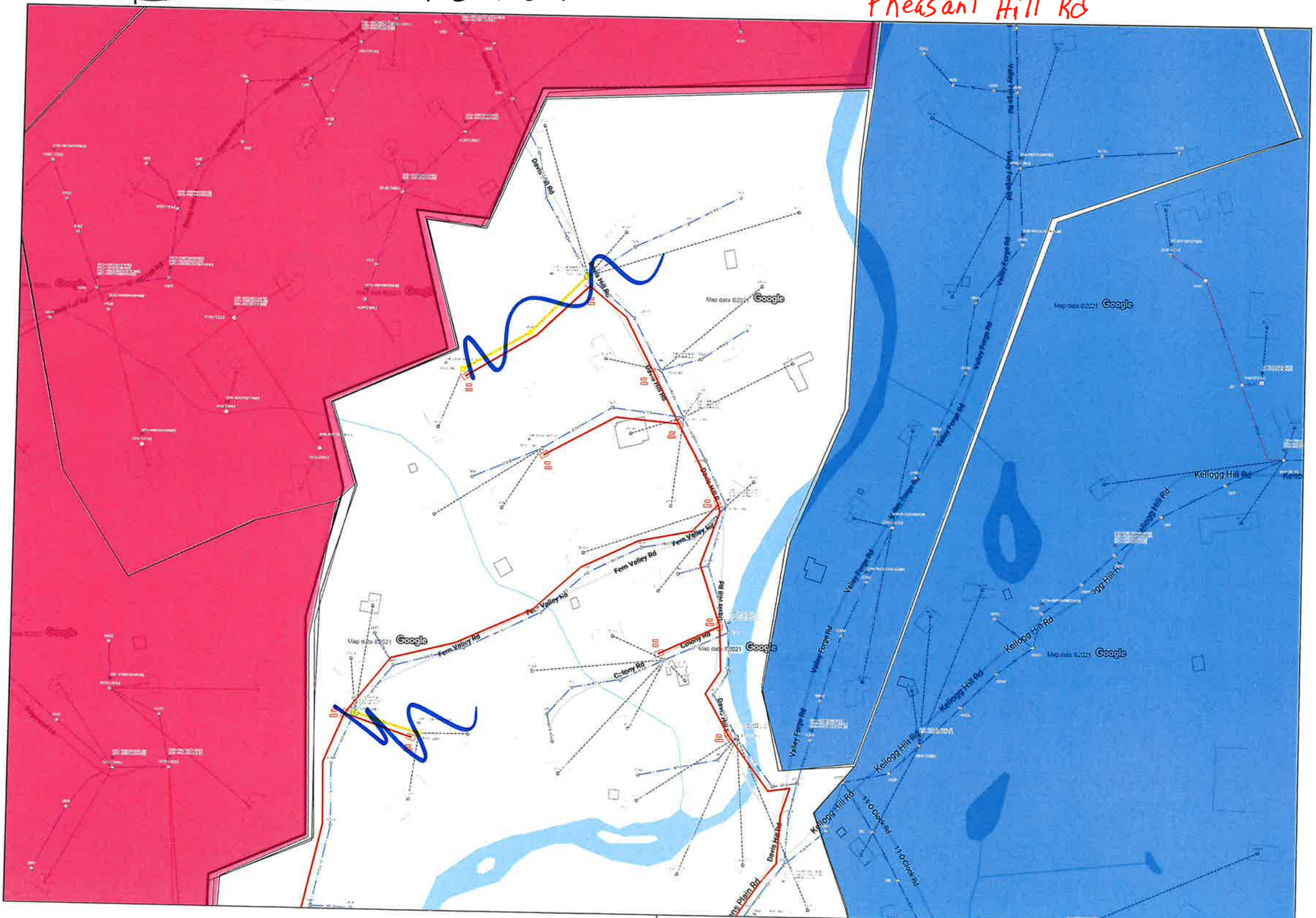
<b>optimum.</b>	
TOWN	WESTON
Headend	CT906J
Project	CT906JF1
Cable / Cell	CT906J03
Scale	1:500
Date	02/12/2021



Hedge Row Common Parsnace Lane

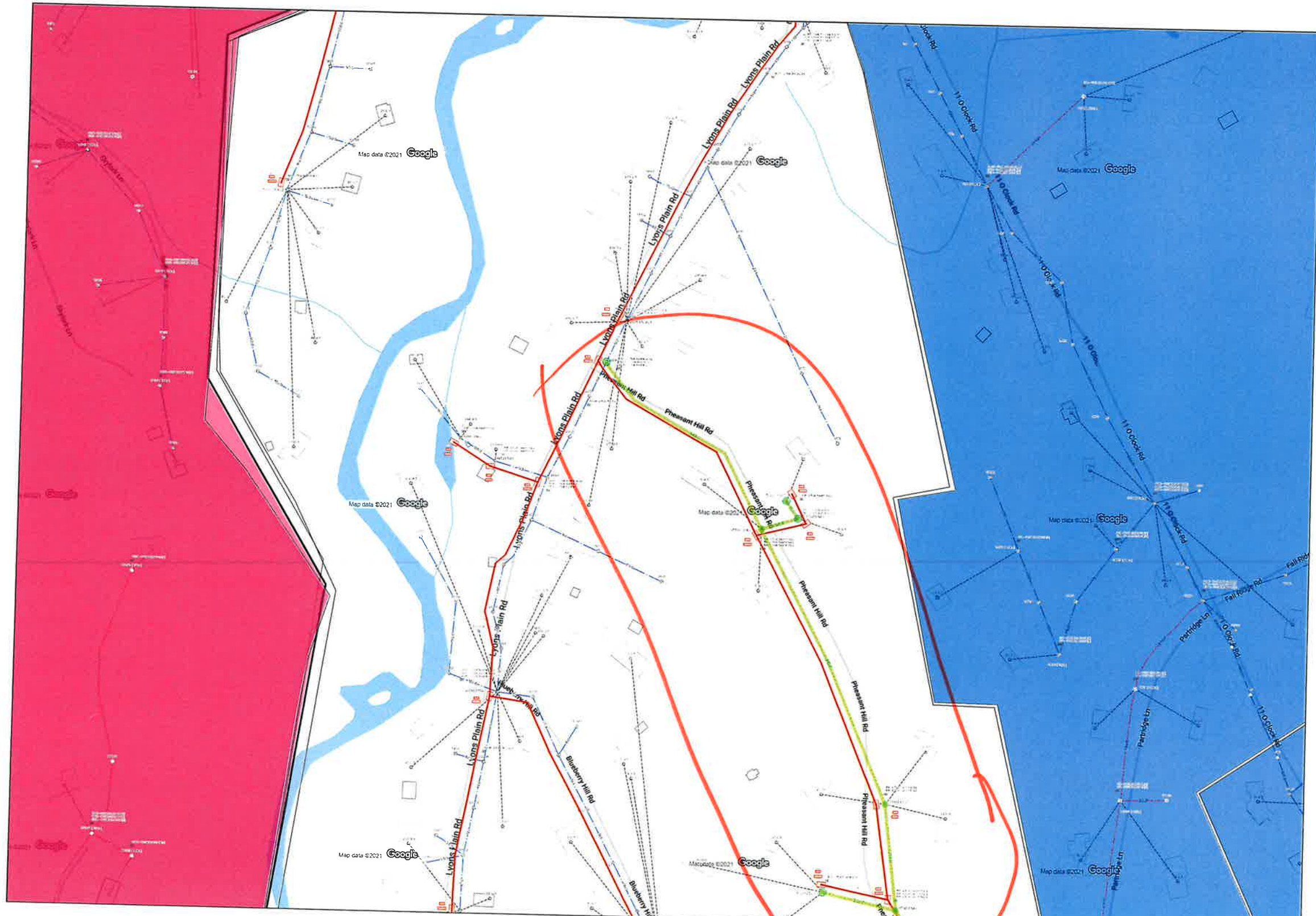
~~AFF COA 0145~~ AFH-CON-0145

Pheasant Hill Rd



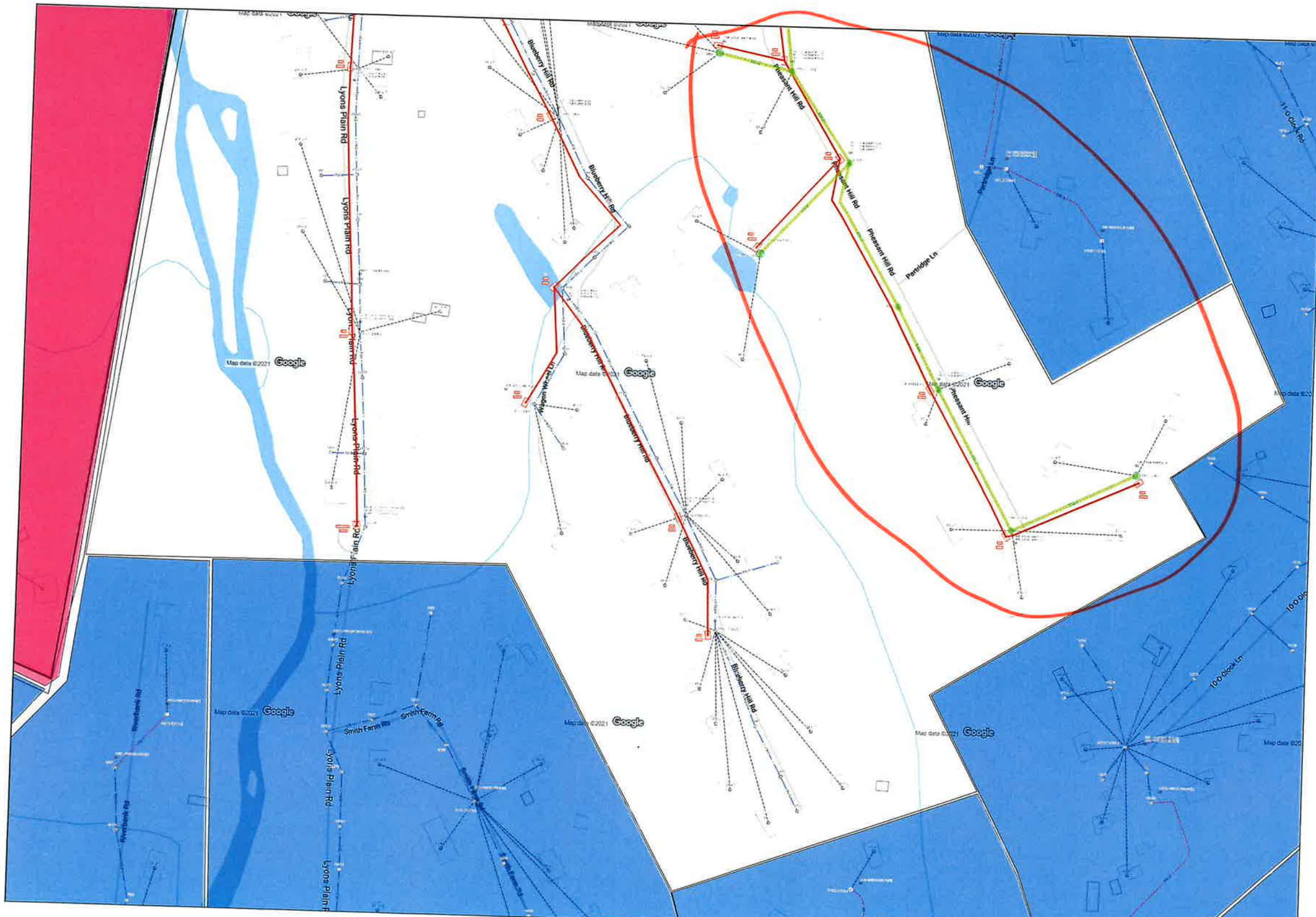
Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splice (OSC)</li> <li>Optical Splitter Closure (OSC)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Virtual Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>To installed</li> <li>To planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT505J
122 UC (109 Chert Buildings)			Project	CT505JF1
			Cable / Cell	CT505J009
			Scale	1:1500
			Date	01-12-2021





Description	Symbols	Line Types	<b>optimum.</b>	
Distribution	<b>Equipments</b> Optical Splice (OS) [Symbol] Optical Splitter/ Combiner (OSC) [Symbol] Optical Fiber Junction Point (OFJP) [Symbol] Optical Vertical Point (OVP) [Symbol]	<b>Cables</b> FO unshielded [Symbol] FO shielded [Symbol]	TOWN	WESTON
Comments			Headend	CT50BJ
122 UC (109 Client Buildings)			Project	CT50BJF1
			Cable / Cell	CT50B.009
			Scale	1:1500
			Date	01-12-2021



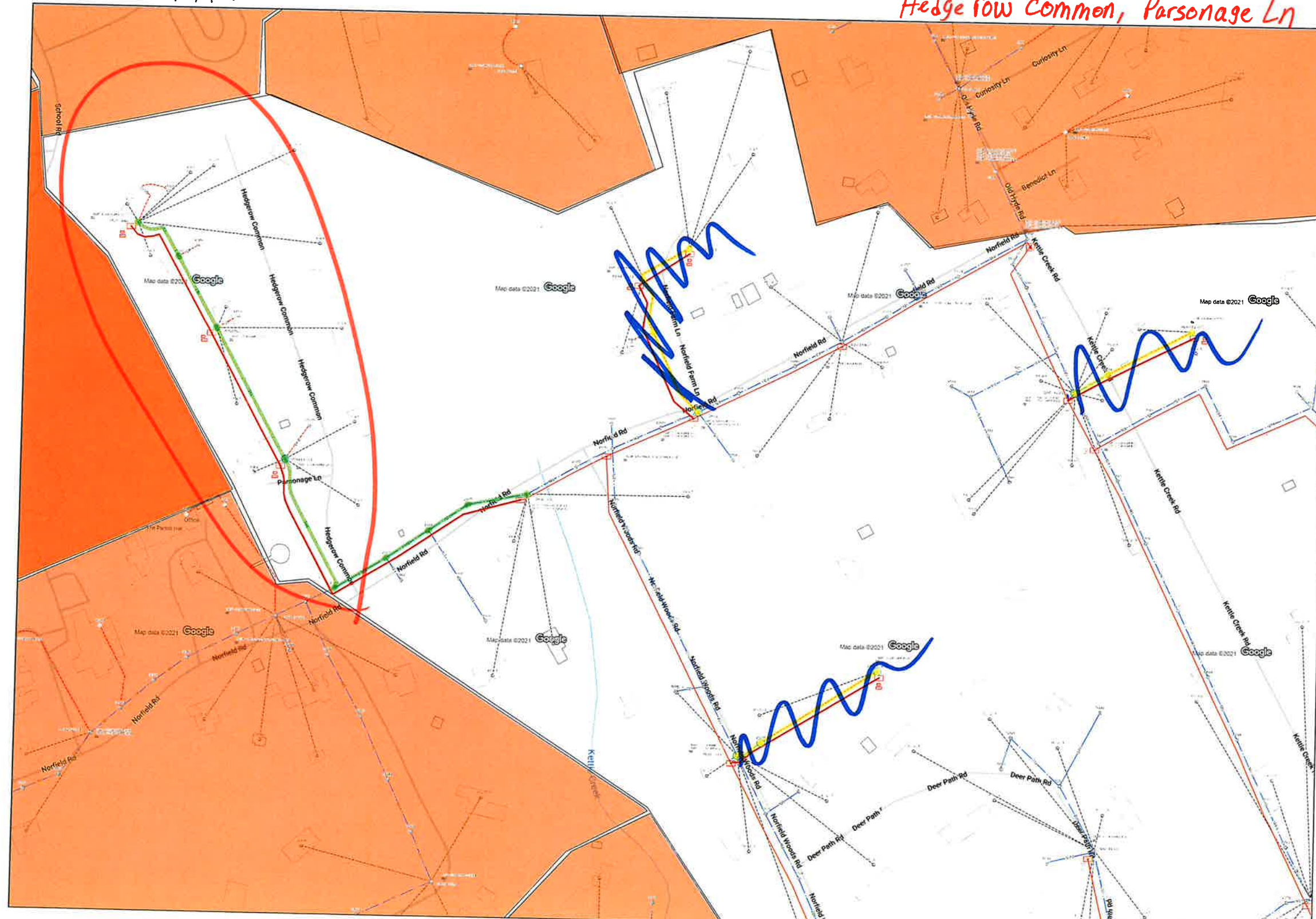


Description	Symbols	Line Types	optimum.	
Distribution	<b>Equipments</b> Optical Splice (FOS) Optical Splitter Closure (ISC) Optical Distribution Point (ODP) Optical Virtual Point (OVP)	<b>Cables</b> TO installed TO planned	TOWN	WESTON
Comments			Headend	CT50B/
722 UC (109 Client Buildings)			Project	CT50B/F1
			Cable / Cell	CT50B/009
			Scale	1:1500
			Date	01-12-2021



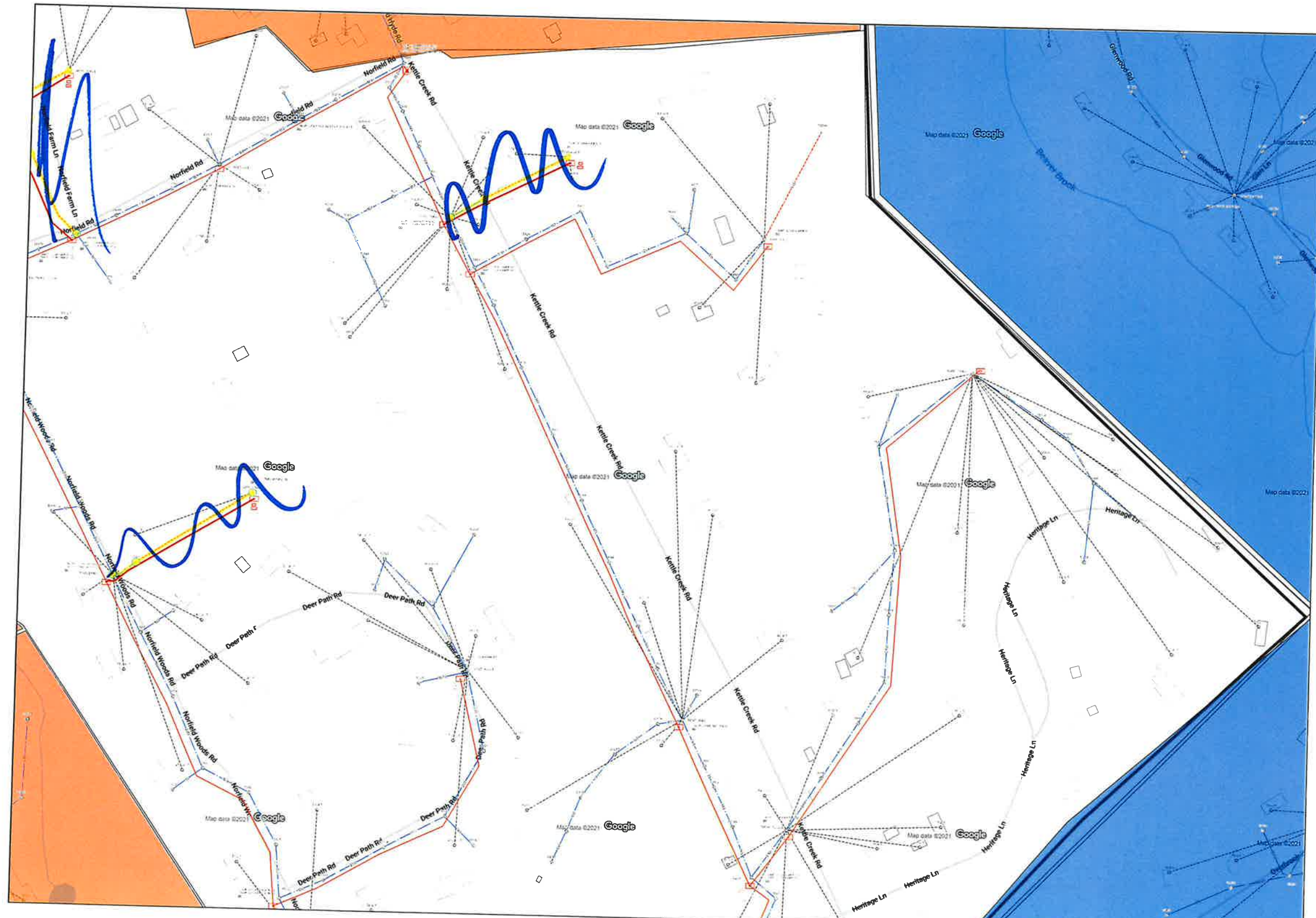
AFH-con-0143

Hedge row common, Parsonage Ln



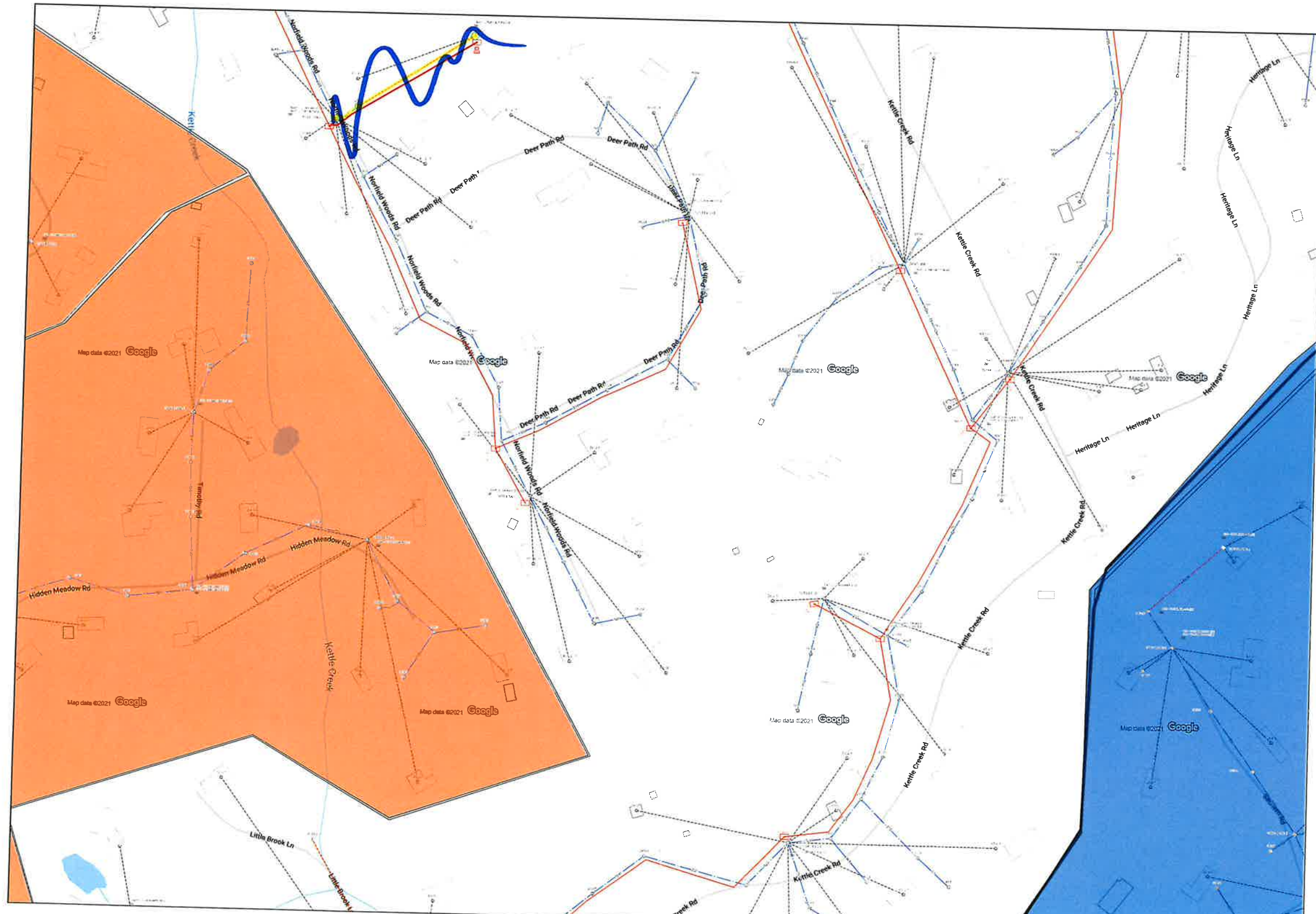
Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splice (FS)</li> <li>Optical Splitter (OS)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Vertical Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>FG installed</li> <li>FG planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT50BH
128 UC (122 Client Buildings)			Project	CT50BHF2
			Cable / Cell	CT50BH009
			Scale	1:1500
			Date	12-12-2021





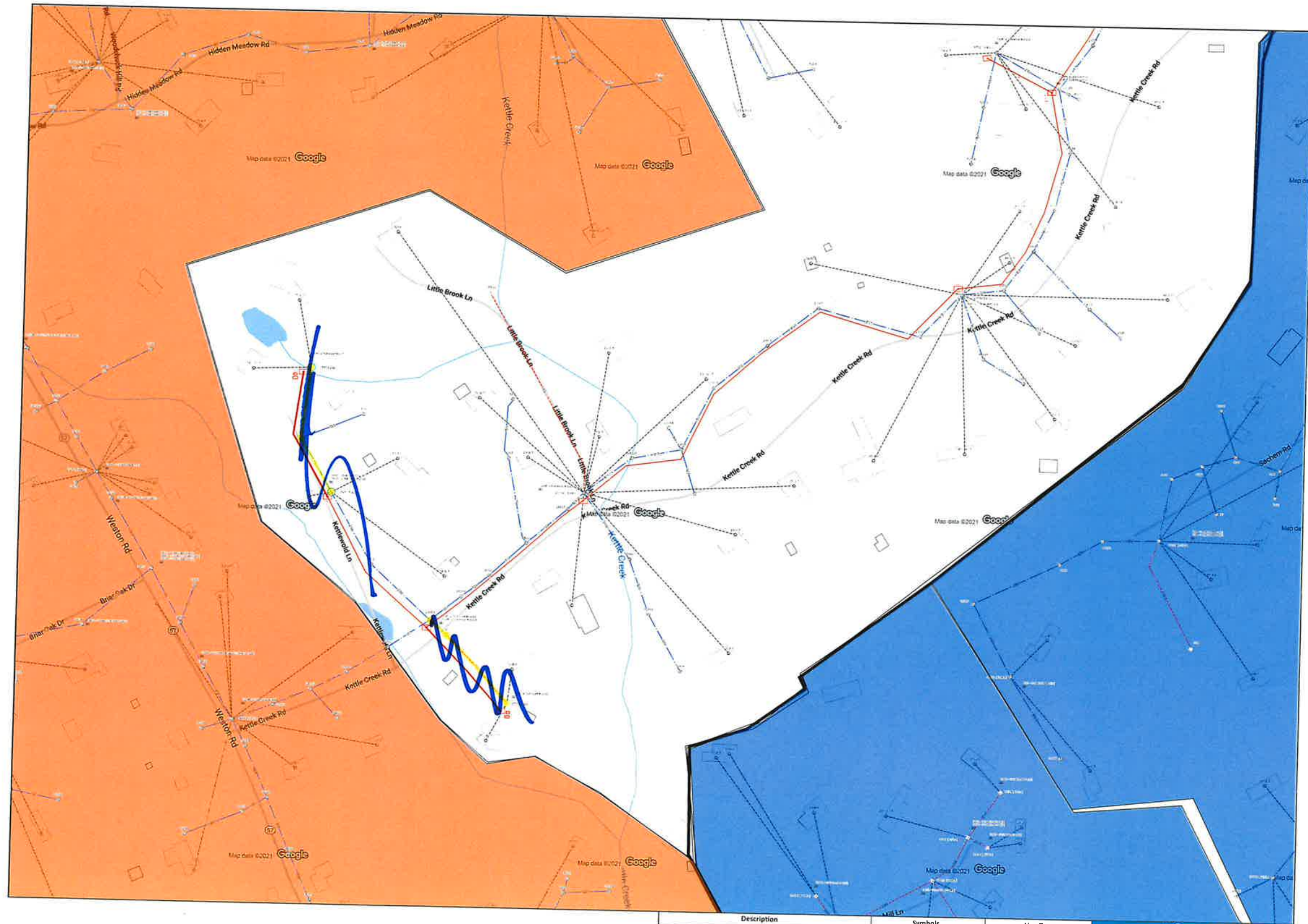
Description	Symbols	Line Types	optimum.	
Distribution	<b>Equipments</b> Optical Splitter (OS) Optical Splitter Closure (OSC) Optical Distribution Point (ODP) Optical Virtual Point (OVP)	<b>Cables</b> FD installed FD planned	TOWN	WESTON
Comments			Headend	CT50BH
128 UC (122 Client Buildings)			Project	CT50BH2
			Cable / Cell	CT50BH009
			Scale	1:1500
			Date	12-12-2021





Description	Symbols	Line Types	optimum.	
Distribution	<b>Equipments</b> Optical Splice (OS) [Symbol] Optical Splitter Closure (OSC) [Symbol] Optical Distribution Point (ODP) [Symbol] Optical Virtual Point (OVP) [Symbol]	<b>Cables</b> FO installed [Symbol] FO planned [Symbol]	TOWN	WESTON
Comments			Headend	CT50BH
128 UC (122 Chert Buildings)			Project	CT50BHP2
			Cable / Cell	CT50BH009
			Scale	1" = 500'
			Date	12-12-2021



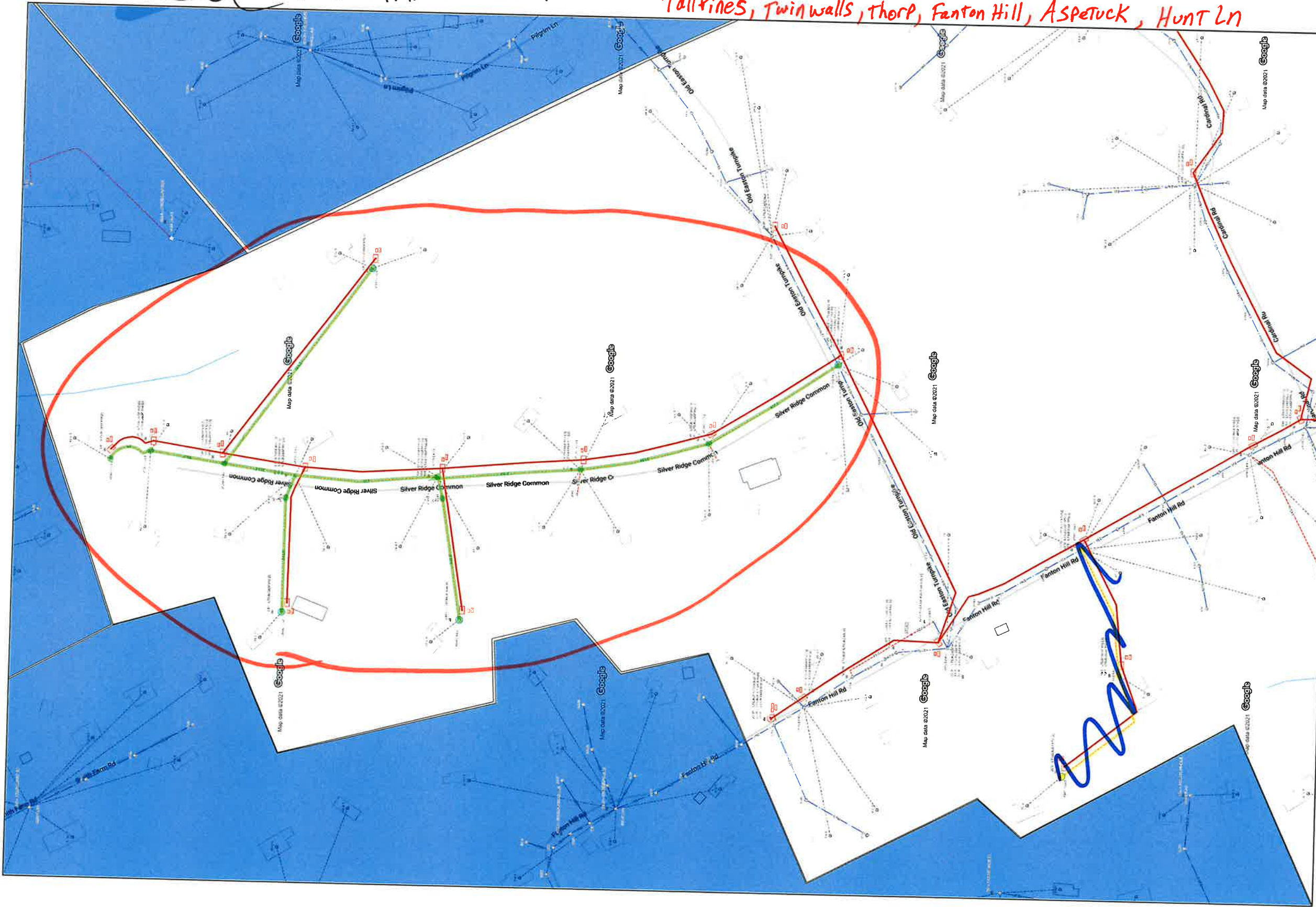


Description	Symbols	Line Types	optimum.	
Distribution	<b>Equipments</b> Optical Splitter (OS) [Symbol] Optical Splitter Closure (OSC) [Symbol] Optical Distribution Point (ODP) [Symbol] Optical Virtual Point (OVP) [Symbol]	<b>Cables</b> FD installed [Symbol] FD planned [Symbol]	TOWN	WESTON
Comments			Headend	CT50BH
128 UC (122 Client Buildings)			Project	CT50BH2
			Cable / Cell	CT50BH009
			Scale	1:1500
			Date	12-12-2021



Hats and Rose  
 Hegon-0126 AFT-CON-0144

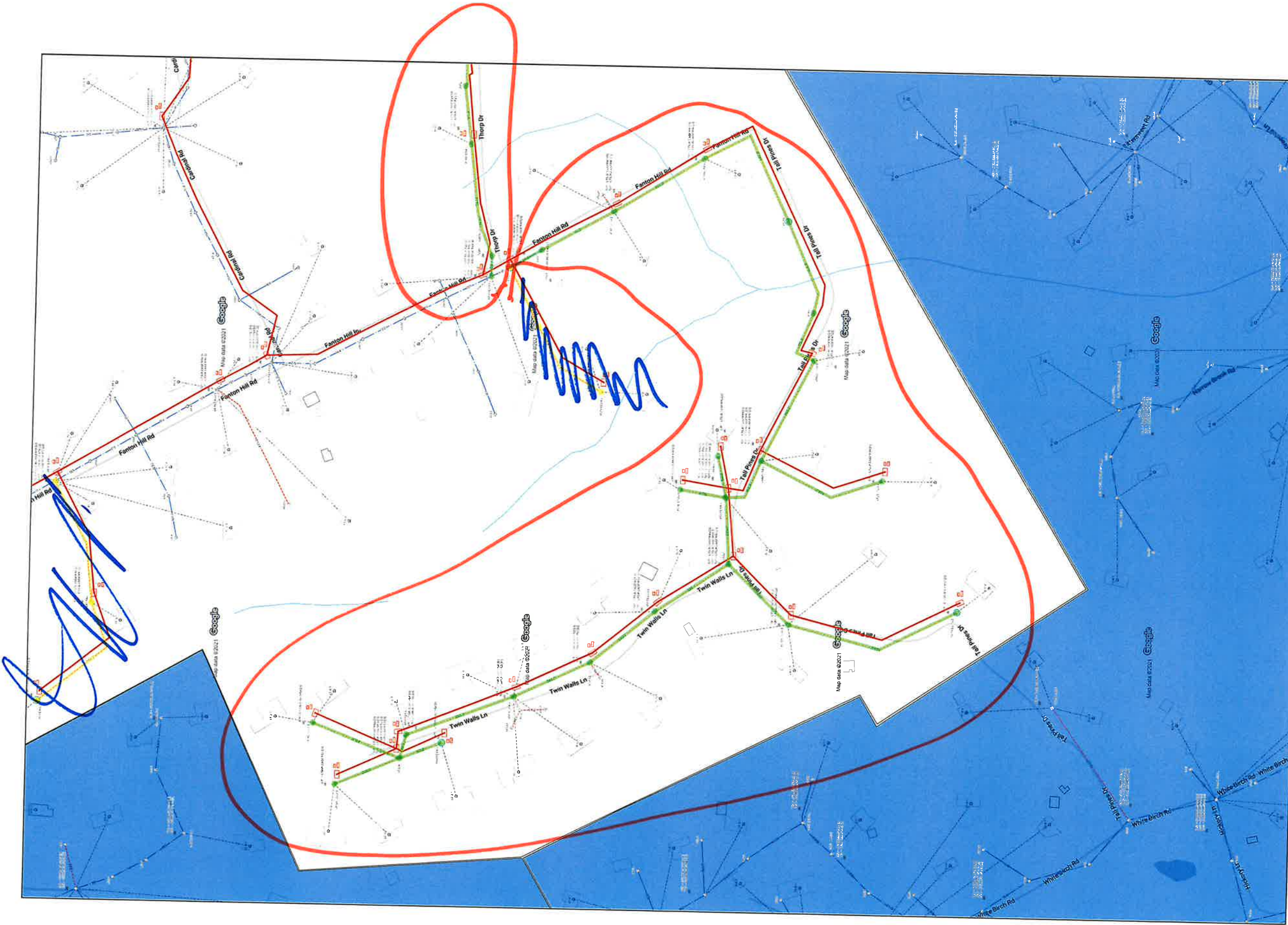
Tall Pines, Twin Walls, Thorp, Fanton Hill, ASPETUCK, HUNT LN



Description		Symbols	Line Types												
Distribution		<ul style="list-style-type: none"> <li>Optical Source (OS)</li> <li>Optical Amplifier (OA)</li> <li>Optical Add-Drop Multiplexer (OADM)</li> <li>Optical Cross-Connect (OXC)</li> <li>Optical Regenerator (OR)</li> <li>Optical Network Element (ONE)</li> <li>Optical Network Terminal (ONT)</li> </ul>	<ul style="list-style-type: none"> <li>Cables</li> <li>OD installed</li> <li>OD planned</li> </ul>												
Comments															
127 JG / 123 Client Building															
<table border="1"> <tr> <td>TOWN</td> <td>WESTON</td> </tr> <tr> <td>Headend</td> <td>CT50BJ</td> </tr> <tr> <td>Project</td> <td>CT50BJF1</td> </tr> <tr> <td>Cable / Call</td> <td>CT50BJ005</td> </tr> <tr> <td>Scale</td> <td>1:1500</td> </tr> <tr> <td>Date</td> <td>02-12-2021</td> </tr> </table>				TOWN	WESTON	Headend	CT50BJ	Project	CT50BJF1	Cable / Call	CT50BJ005	Scale	1:1500	Date	02-12-2021
TOWN	WESTON														
Headend	CT50BJ														
Project	CT50BJF1														
Cable / Call	CT50BJ005														
Scale	1:1500														
Date	02-12-2021														

**optimum.**

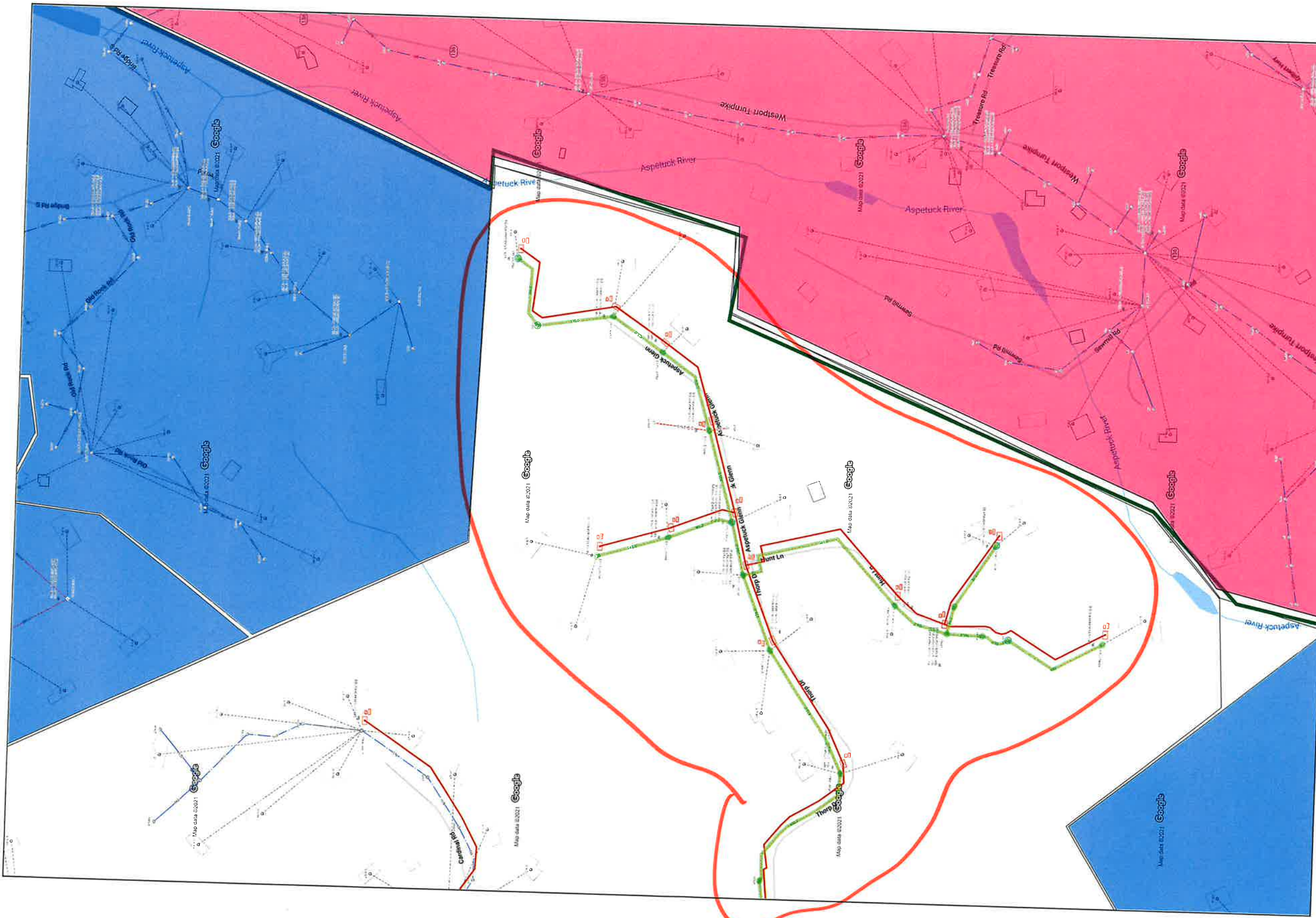




Description		Symbols	Line Types
Distribution		<b>Equipments</b> □ Optical Source (OTDR) □ Optical Receiver (OR) □ Optical Amplifier (OA) □ Optical Network Element (ONE) □ Optical Network Element (ONE) □ Optical Network Element (ONE)	<b>Cables</b> — 10 Multimode OM3 — 10 Multimode OM4 — 10 Plastic Optical Fiber (POF) — 10 Plastic Optical Fiber (POF)
Comments			
127 UC / 122 Cent Building			

<b>optimum.</b>	
TOVFN	WESTON
Headend	CT100J
Project	07500JFI
Order / Call	CT100.000
Scale	1:1500
Date	02-12-2021





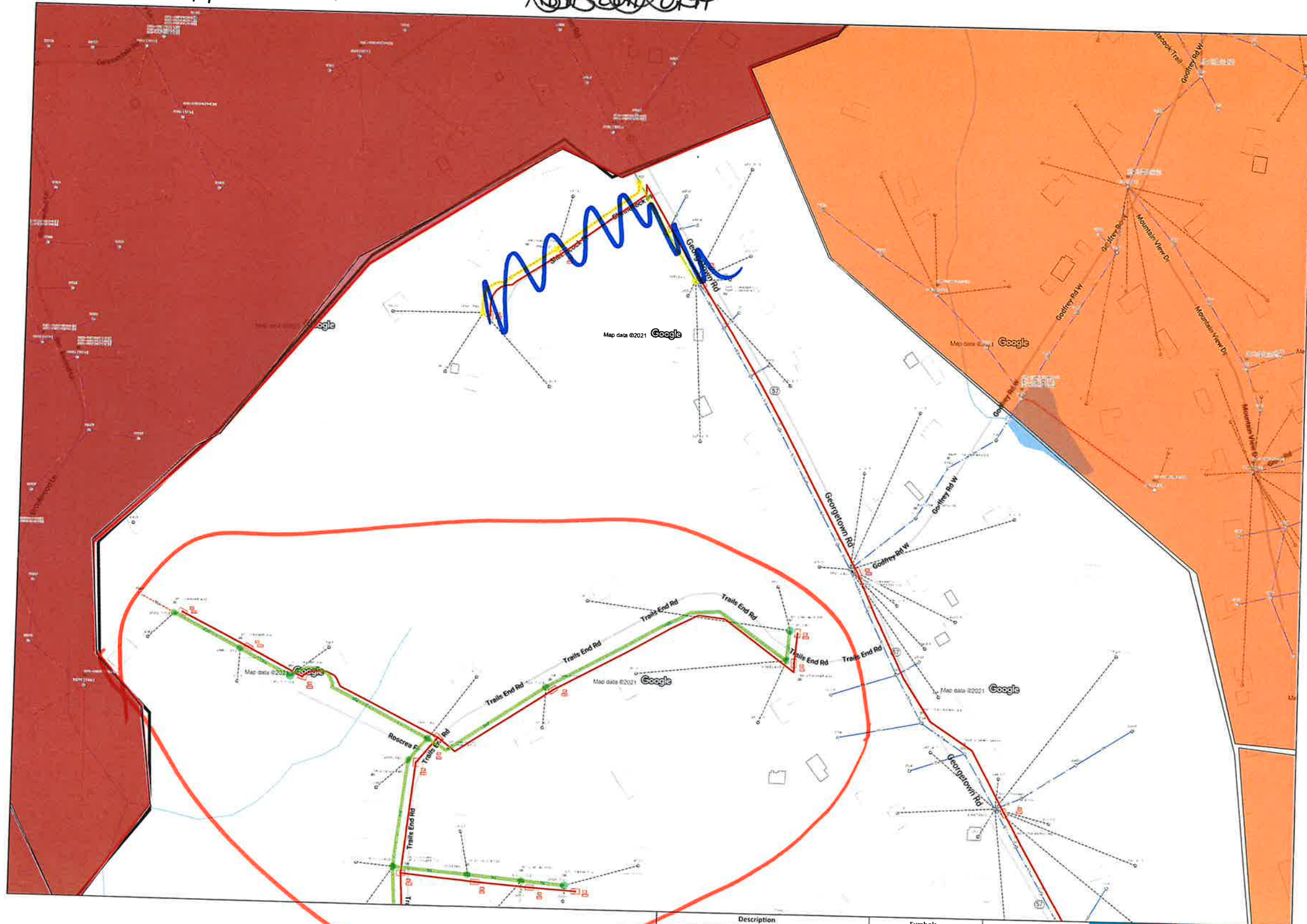
Description		Symbols	Line Types
Distribution		<ul style="list-style-type: none"> <li>Optical Splice (OS)</li> <li>Optical Splitter (OSPL)</li> <li>Optical Fiber Optic (OFO)</li> <li>Optical Fiber Optic Point (OFO-P)</li> <li>Optical Fiber Optic Point (OFO-P)</li> </ul>	<ul style="list-style-type: none"> <li>Cables</li> <li>100/1000</li> <li>10/100</li> </ul>
Comments			
127 MC (123 Client Buildings)			
TOWN	WESTON	Project	CT600J1
Headend	CT600J1	Cable / Cell	CT600J005
Scale	1:1500	Date	02/12/2021

**optimum.**



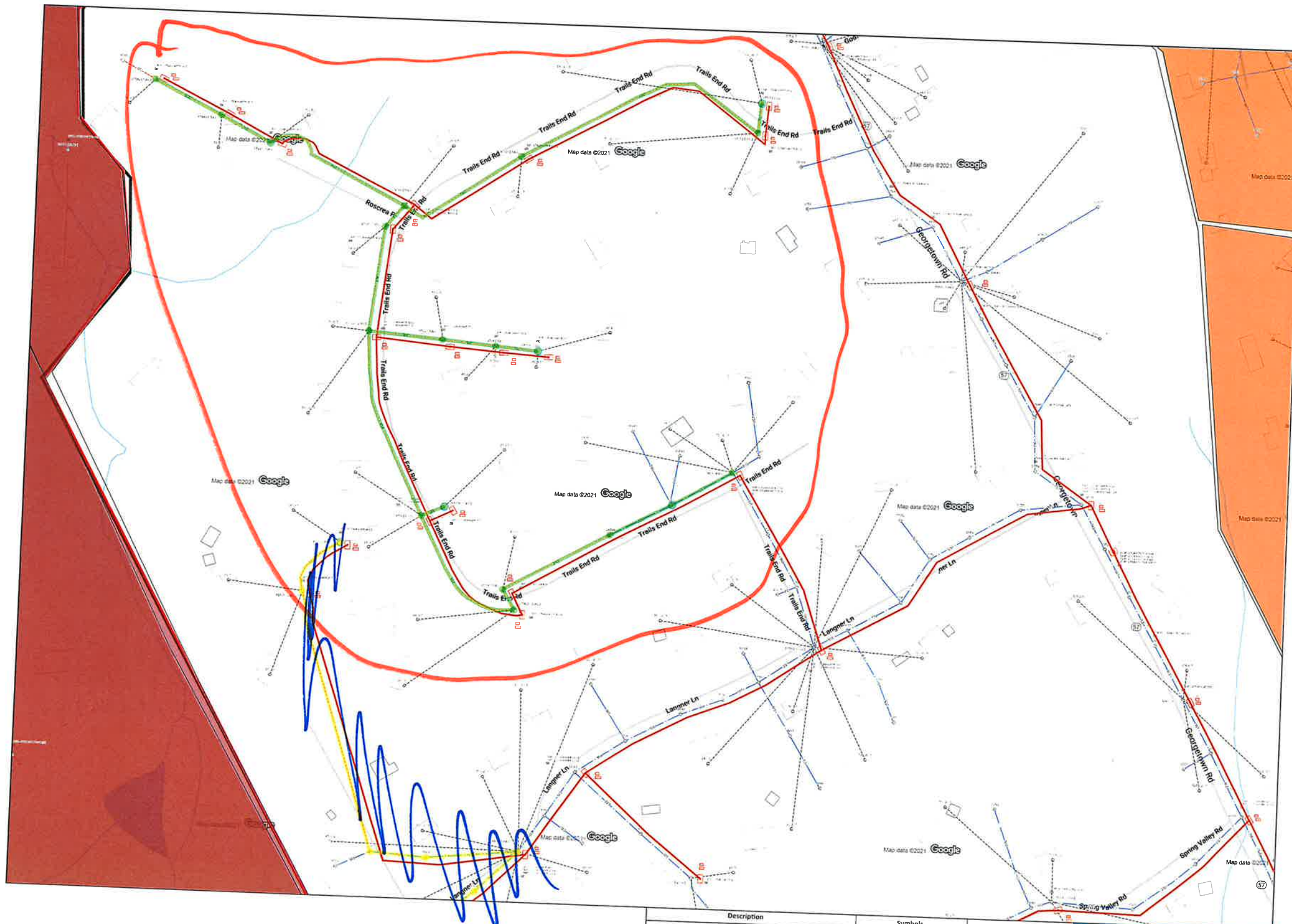
Trailsend Rd, Roscrea Place  
 AFH-CON-0137

White Oak Lane  
~~AFH-CON-0144~~



Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splitter (POS)</li> <li>Optical Splitter Circuits (SOC)</li> <li>Optical Distribution Point (POD)</li> <li>Optical Virtual Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>FD unstrided</li> <li>FD glanded</li> </ul>	TOWN	WESTON
Comments			Headend	CT50BH
127 UC (123 Client Buildings)			Project	CT50BH1
			Cable / Cell	CT50BH005
			Scale	1:1500
			Date	27-11-2021



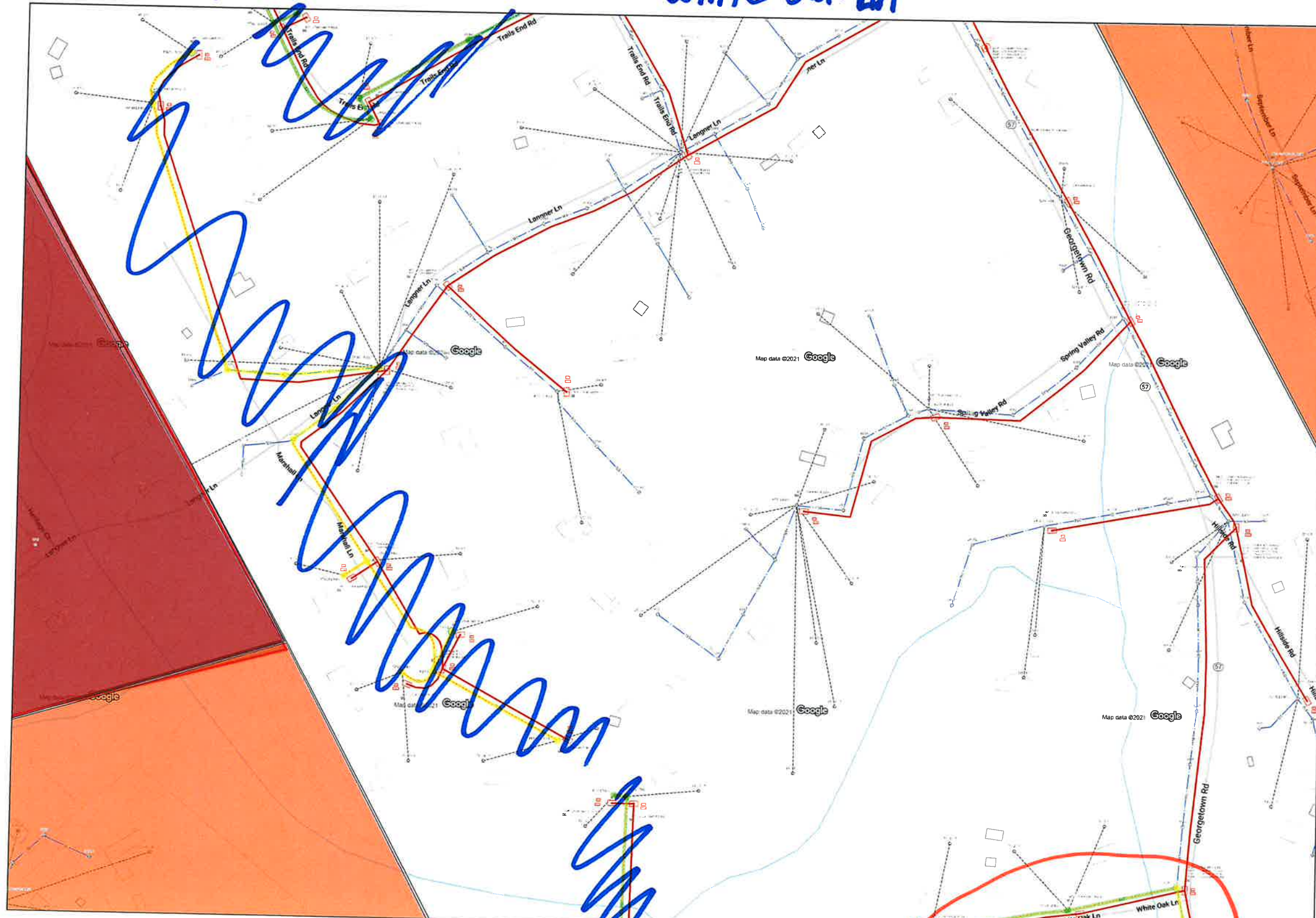


Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splice (OS)</li> <li>Optical Splice Closure (OSC)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Virtual Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>TO installed</li> <li>TO planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT50BH
127 UC (123 Client Buildings)			Project	CT50BHF1
			Cable / Cell	CT50BH005
			Scale	1:1500
			Date	27-11-2021



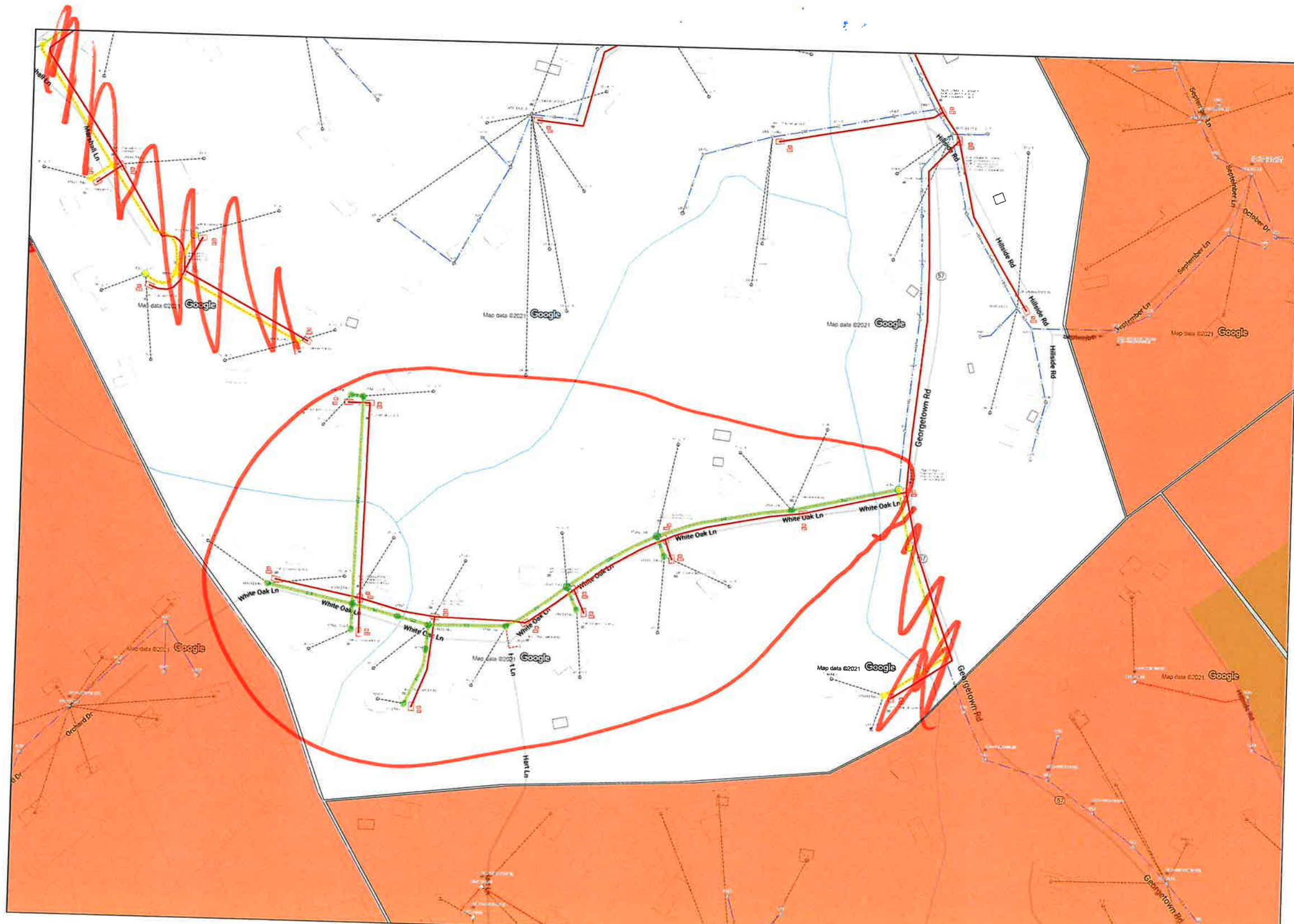
AFH-con-0141

White oak bn



Description	Symbols	Line Types	optimum.	
Distribution	<b>Equipments</b> [Symbol] Optical Splice (OS) [Symbol] [Symbol] Optical Splicing Closure (OSC) [Symbol] [Symbol] Optical Distribution Point (ODP) [Symbol] [Symbol] Optical Vertical Port (OVP) [Symbol]	<b>Cables</b> [Line Type] FC installed [Line Type] FD planned	TOWN	WESTON
Comments			Headend	CT50BH
127 UC (123 Client Buildings)			Project	CT50BHF1
			Cable / Core	CT50BH005
			Scale	1:1500
			Date	27-11-2021



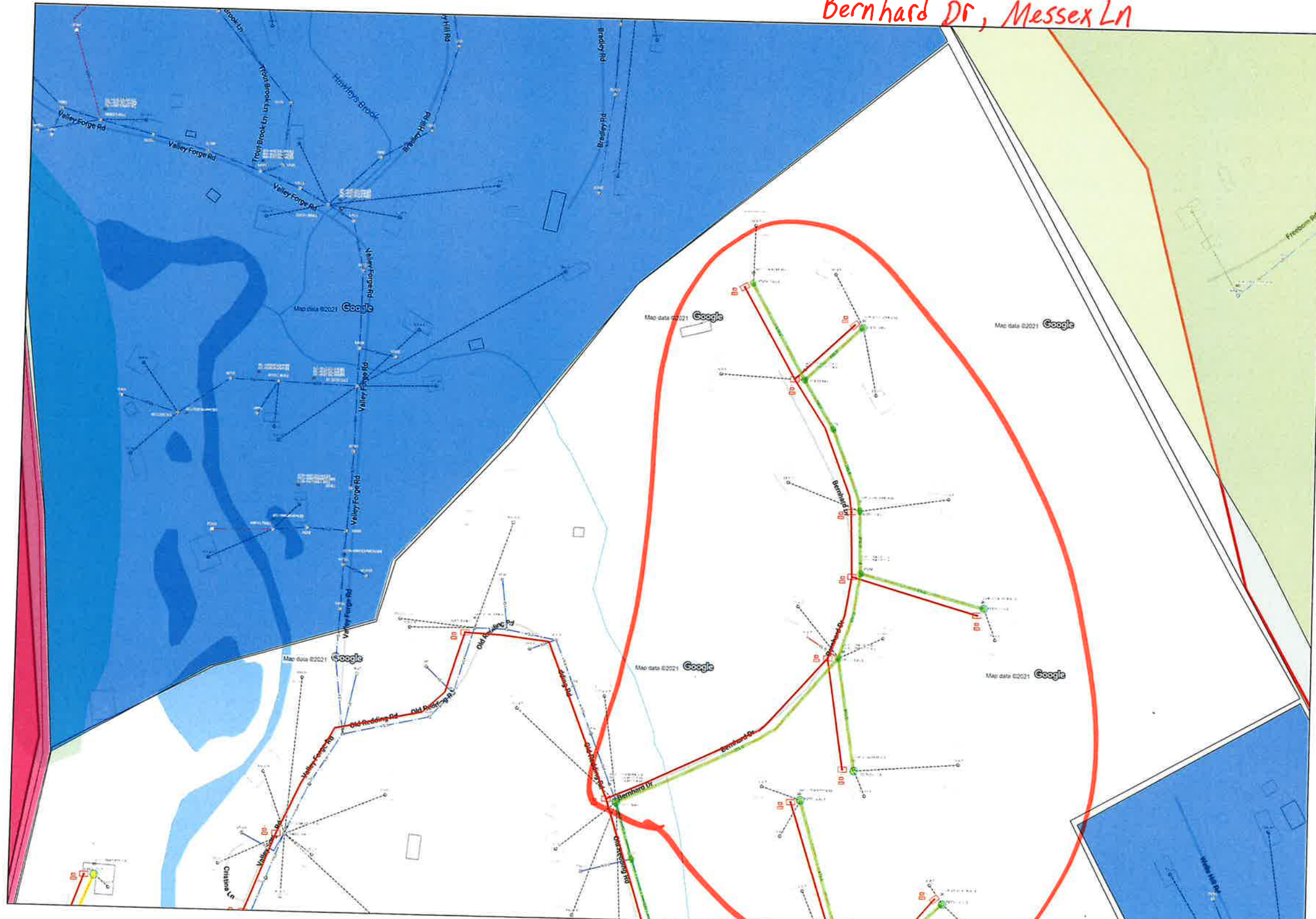


Description	Symbols	Line Types	optimum.	
Distribution	<b>Equipments</b> Optical Splice (OS) [Symbol] Optical Splice Closure (OSC) [Symbol] Optical Distribution Point (ODP) [Symbol] Optical Virtual Point (OVP) [Symbol]	<b>Cables</b> FD installed [Symbol] FD planned [Symbol]	TOWN	WESTON
Comments			Yieldview	CT508H
127 UC (123 Client Buildings)			Project	CT508HF1
			Cable / Cell	CT508H06
			Scale	1:1500
			Date	27-11-2021



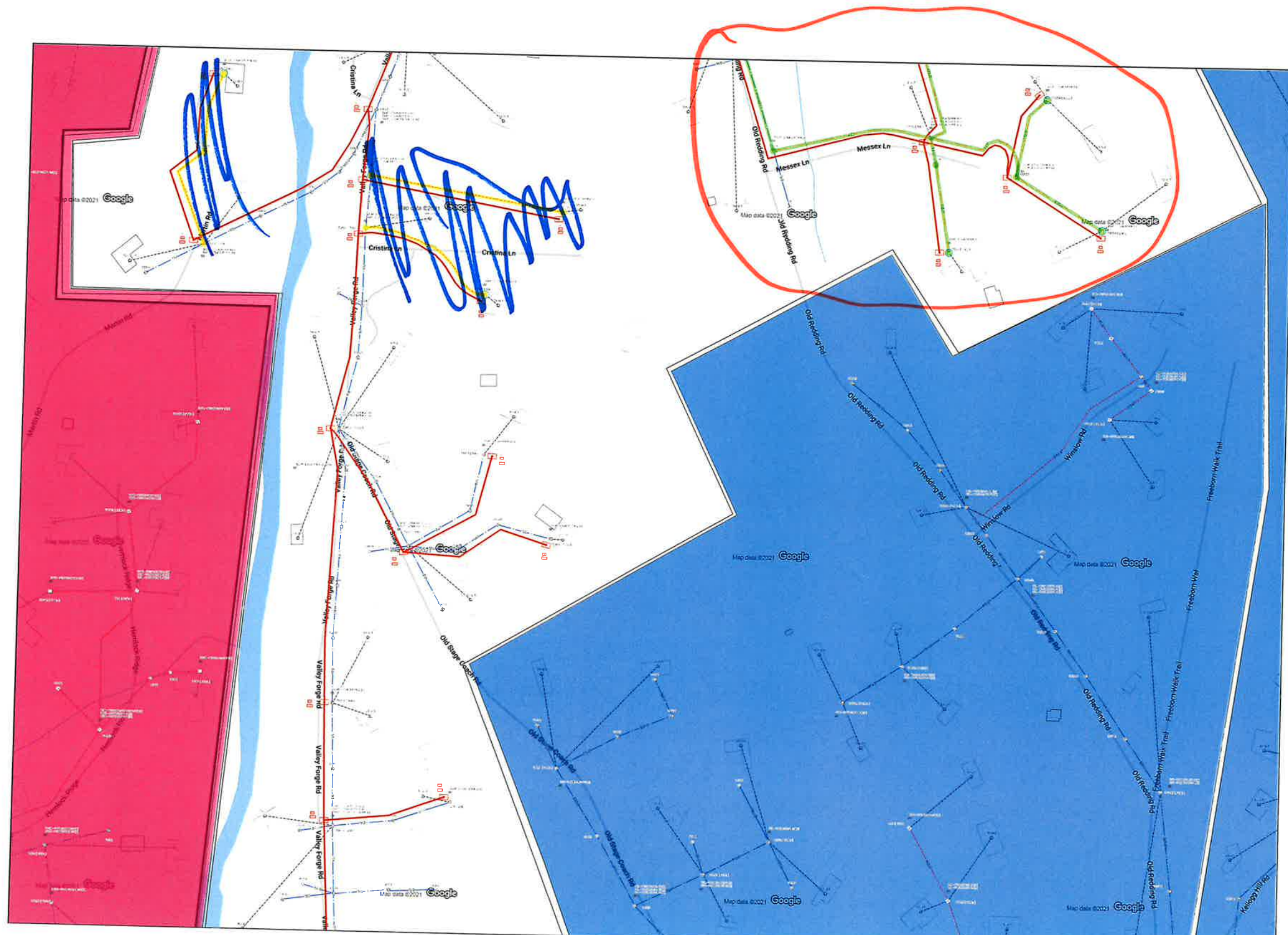
AFH-CON-0148

Bernhard Dr, Messer Ln



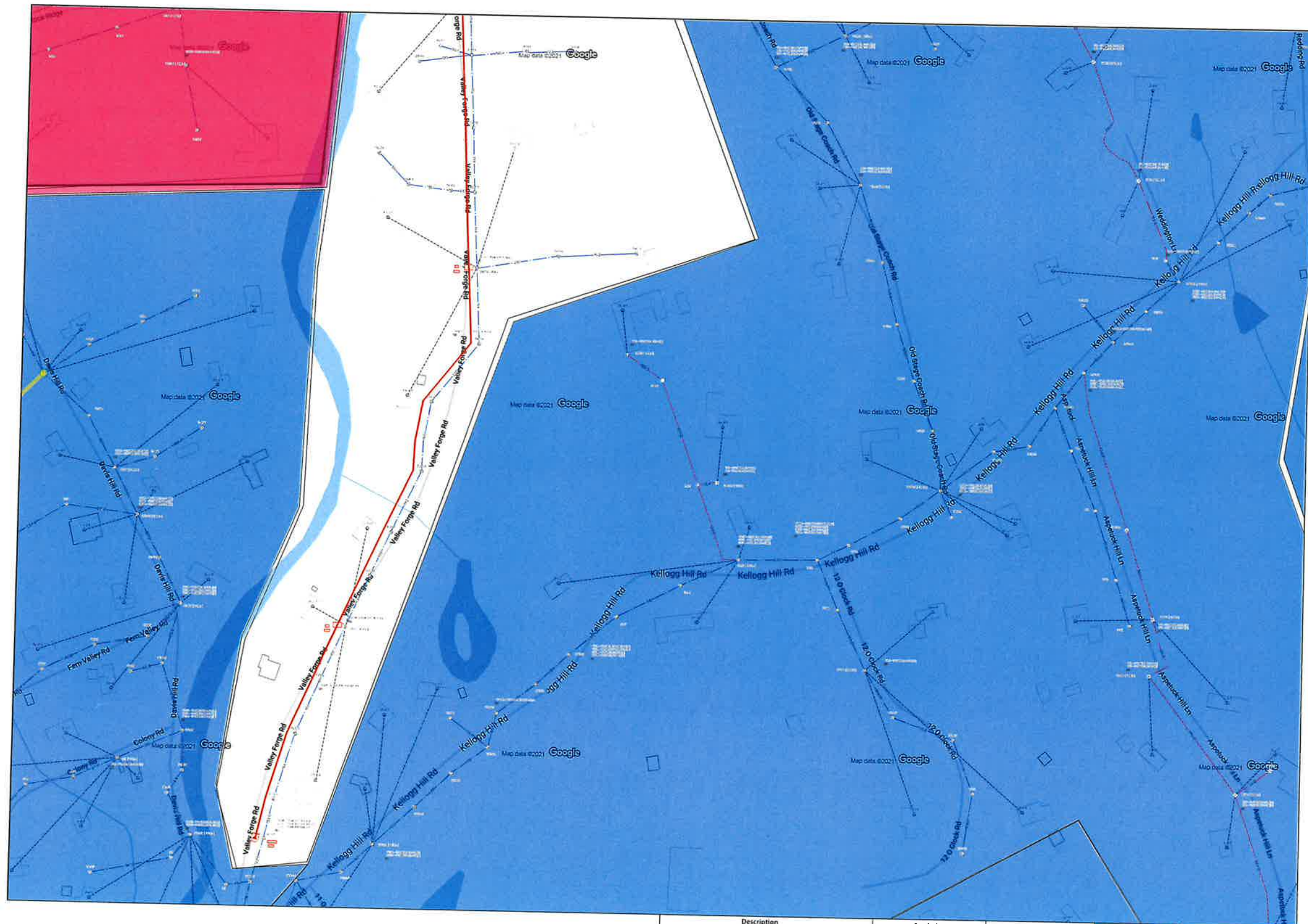
Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splice (OS)</li> <li>Optical Splitter Closure (OSC)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Virtual Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>FD installed</li> <li>FD planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT50BJ
66 UC (56 Client Buildings)			Project	CT50BJF1
			Cable / Cell	CT50BJ017
			Scale	1:1500
			Date	02-12-2021





Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splice (OS)</li> <li>Optical Splitter Closure (OSC)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Virtual Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>FC installed</li> <li>FC planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT50BJ
68 UC (58 Client Buildings)			Project	CT50BJF1
			Cable / Cell	CT50BJ017
			Scale	1:1500
			Date	02-12-2021

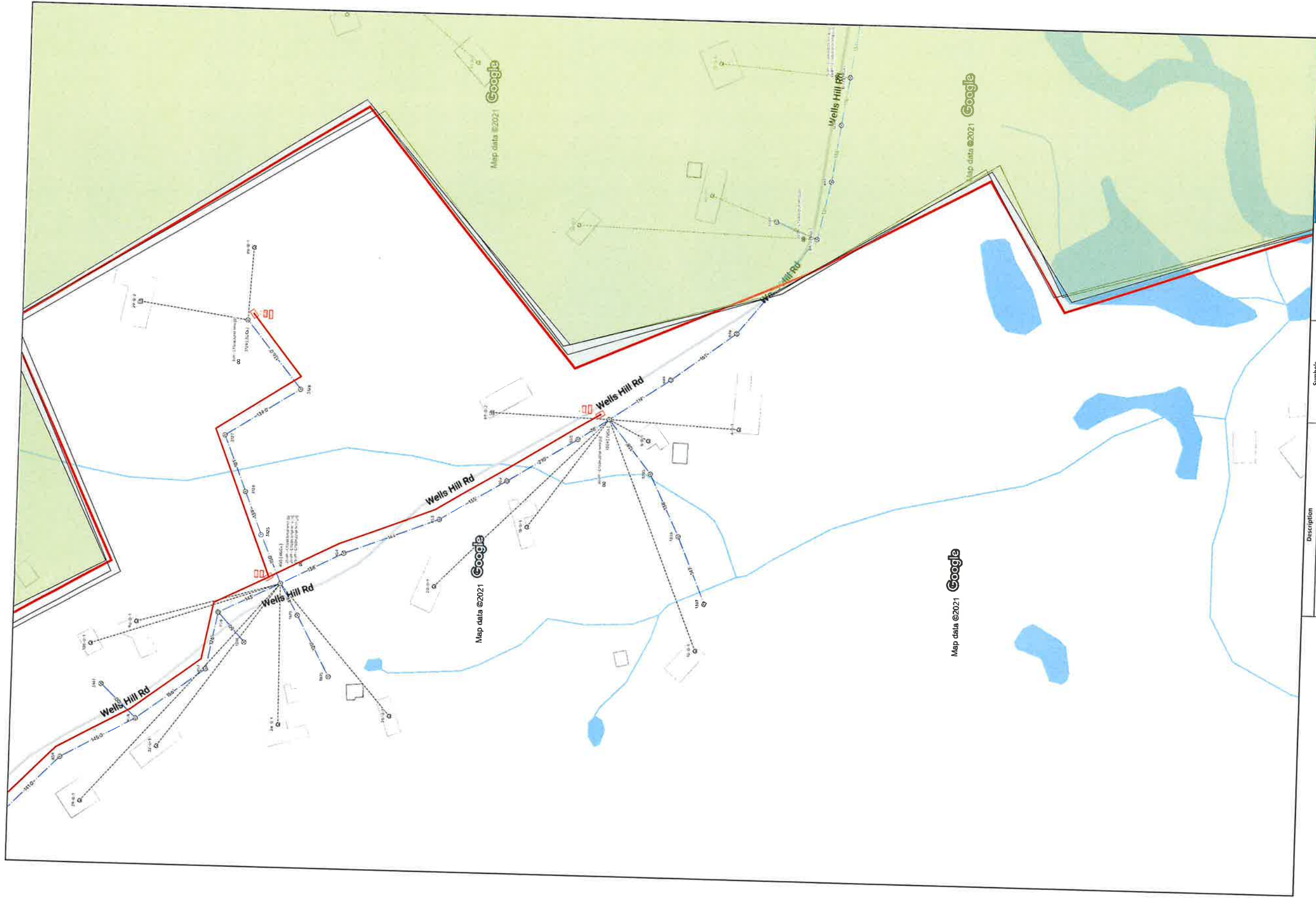




Description	Symbols	Line Types	optimum.	
Distribution	<ul style="list-style-type: none"> <li>Optical Splitter (FS)</li> <li>Optical Splitter Closure (OSC)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Virtual Point (OVP)</li> </ul>	<ul style="list-style-type: none"> <li>Fiber installed</li> <li>Fiber planned</li> </ul>	TOWN	WESTON
Comments			Headend	CT50BJ
66 UC (58 Client Buildings)			Project	CT50BJF1
			Cable / Cell	CT565J017
			Scale	1:1500
			Date	02-12-2021



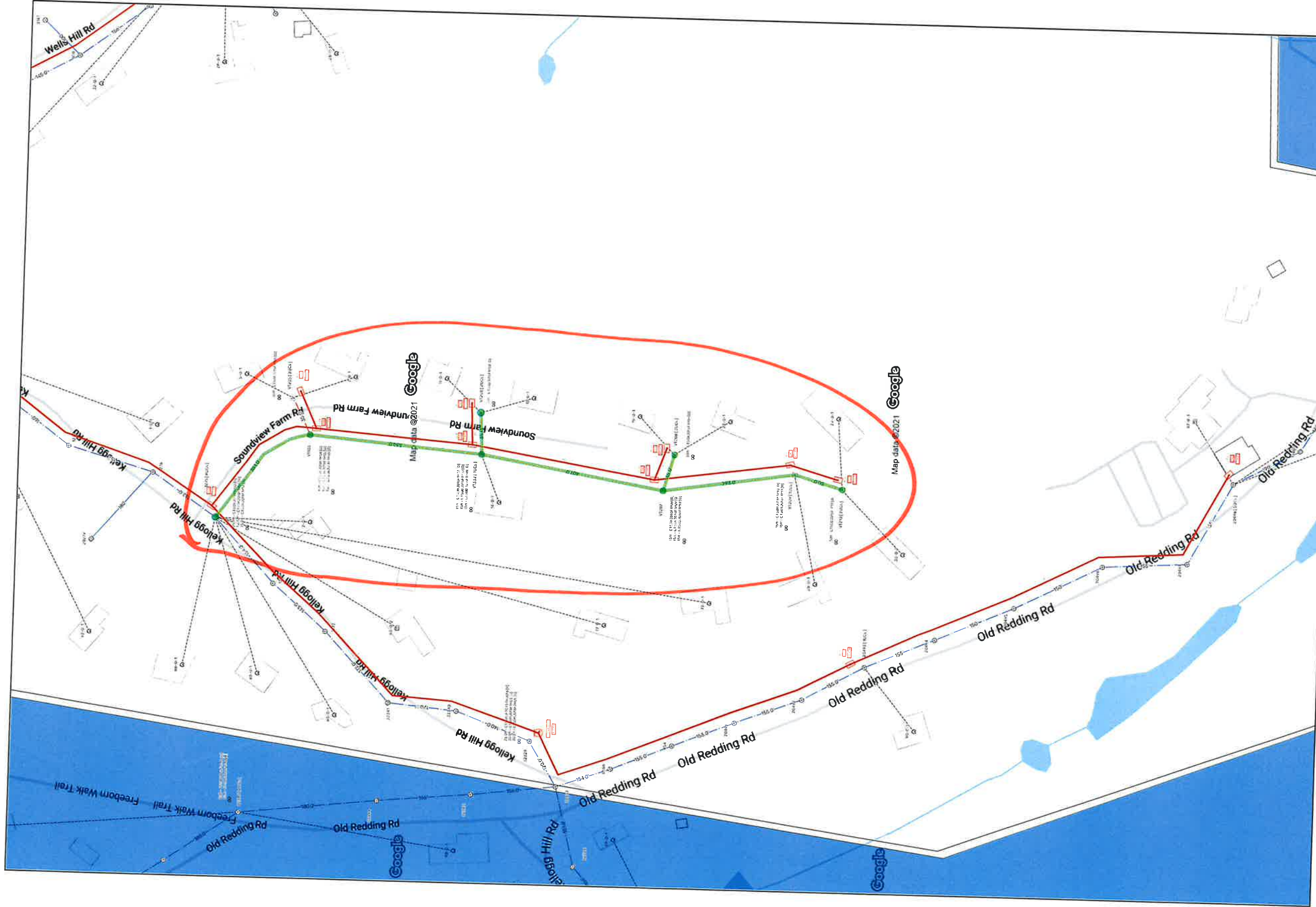




Description		Symbols	Line Types
Distribution		<b>Equipments</b> Optical Source (OS) [Red Square] Optical Distribution Point (ODP) [Blue Square] Optical Vertical Fiber (OVF) [Green Circle]	<b>Cables</b> Fiber installed [Solid Red Line] Fiber planned [Dashed Blue Line]
Comments		TOWN: WESTON Headend: CT5003 Project: CT5003/F1 Cable / Cell: CT5003/6 Scale: 1:1000 Date: 03/12/2021	

**optimum.**

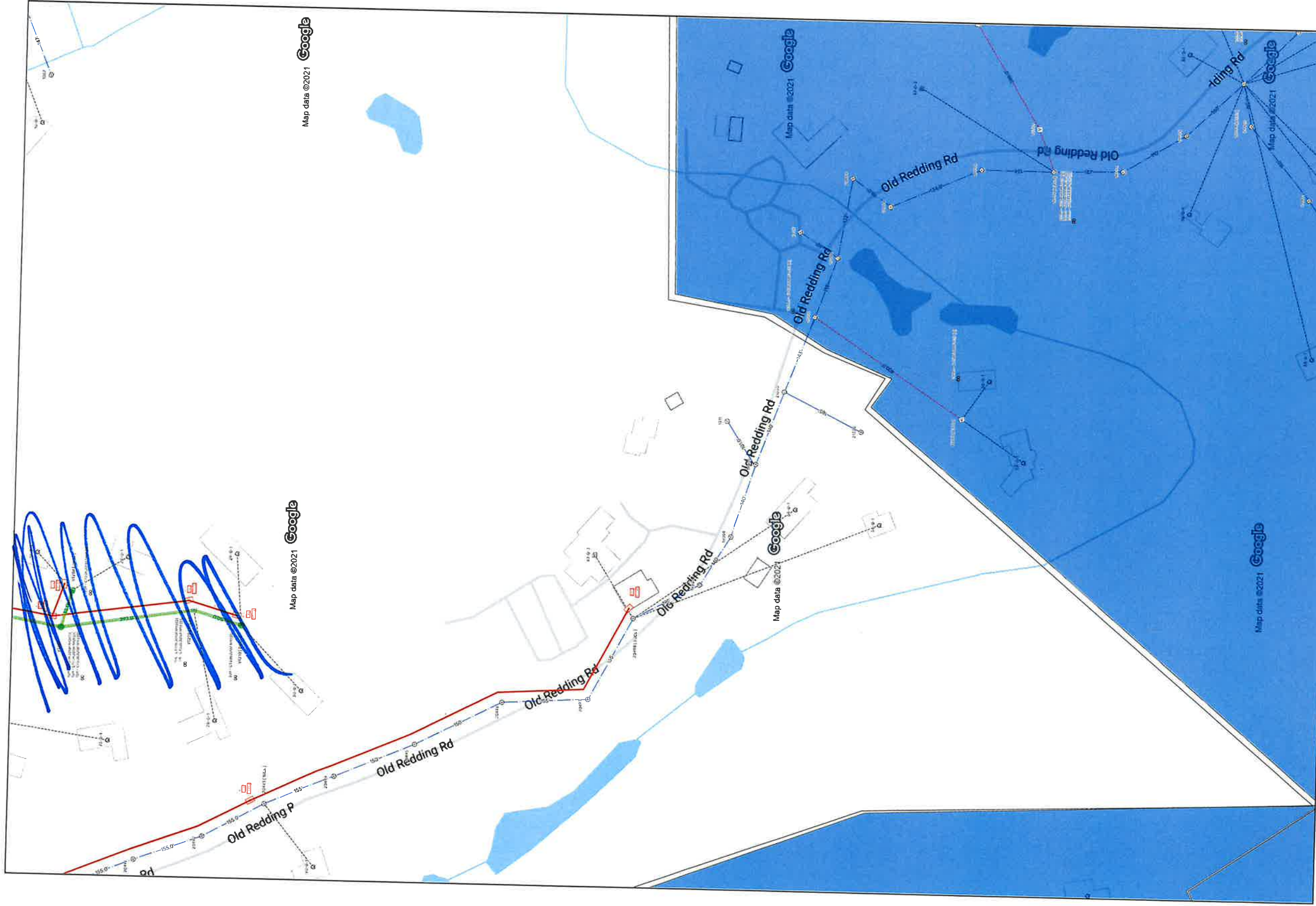




Description		Symbols	Line Types
Distribution		<ul style="list-style-type: none"> <li>Optical Splitter (OS)</li> <li>Optical Patch Panel (OPP)</li> <li>Optical Distribution Point (ODP)</li> <li>Optical Network Terminal (ONT)</li> </ul>	<ul style="list-style-type: none"> <li>Cables</li> <li>FD including</li> <li>FD alignment</li> </ul>
Comments			
ST UC (2) Client Buildings			

<b>optimum.</b>	
MESON	TOWN
CT569J	Headend
CT569UF1	Project
CT569J06	Cable / Cell
1:1000	Scale
03/12/2021	Date



Description		Symbols	Line Types
Distribution		<b>Equipments</b> Cabinet (CAB) [Symbol] Transformer (TRF) [Symbol] Pole (POLE) [Symbol] Pole (Pole) [Symbol] Pole (Pole) [Symbol]	<b>Cables</b> TO INSTALL [Symbol] TO BE REMOVED [Symbol]
Comments			
97 LUG (62 Over Bulkheads)			
<b>optimum.</b> TOWN: WESTON Headend: CT106J Project: CT106JF1 Cable / Cell: CT106J016 Scale: 1:1000 Date: 09-12-2021			

4. Discussion/decision to accept a \$10,000 donation from the Crown Family (Dan, Ellen and Lester Crown) Trust to the Weston Police Department for general operating support: **I move to accept a \$10,000 donation from the Crown Family (Dan, Ellen and Lester Crown) to the Weston Police Department for general operating support**

## TOWN OF WESTON

### POLICY FOR GIFTS TO TOWN

1. Purpose,
2. Monetary donations.
3. Non-monetary gifts.
4. Criteria for acceptance of gifts; tax considerations.
5. Naming as a condition.
6. Administrative procedures.

#### **1. Purpose.**

The purpose of this policy is to establish uniform procedures to govern the donation to and receipt by the Town of Weston gifts of money or of value from citizens, foundations, business concerns and others, both for specific purposes and for general use by the town.

#### **2. Monetary donations.**

##### A. Up to \$99

There is no reporting criteria for gifts under \$100

##### B. \$100 to \$999

Any donation from one hundred dollars (\$100) up to nine hundred and ninety nine dollars (\$999) shall not be accepted by the town unless it has received prior approval from the First Selectman. The First Selectman shall report all such contributions received and the purpose to the Board of Selectmen and the Board of Finance annually at the close of the fiscal year.

##### C. \$1,000 up to \$49,999

A donation of one thousand dollars (\$1,000) up to and including forty nine thousand nine hundred and ninety nine dollars (\$49,999) shall not be accepted by the town unless it has received the prior approval of the Board of Selectmen. The Board of Selectmen shall report all such contributions received and the purpose to the Board of Finance annually at the close of the fiscal year. Additionally, gifts of between \$25,000 and \$50,000 shall be also forwarded to the Board of Finance for informational purposes.

##### D. \$50,000 Or more



A donation fifty thousand dollars (\$50,000) or more shall not be accepted by the town unless it has been recommended for approval by the Board of Selectmen and has received the approval of the Board of Finance. All such donations shall be first submitted to the Board of Selectmen which shall forward its recommendation to the chair of the Board of Finance to be placed on the agenda for the next available meeting.

E. All sums

Contributors of any sum to the town shall provide a letter properly designating the purposes and conditions, if any, of the gift. Individuals desiring anonymity shall so state in that letter, in which event the town will use its best efforts to preserve their anonymity.

F. Special Account

The Director of Finance shall establish a special account for the deposit of donations which the donor has designated for use for specific purposes. After the completion of the specific purpose for which the funds have been donated, excess funds shall be deposited in the general fund by vote of the Board of Selectman unless the town has accepted the gift under different conditions.

**3. Non-monetary gifts.**

A. A non-monetary gift to the town shall not be accepted without the prior approval of the Board of Selectmen. Contributors shall provide a document properly designating the purposes and conditions, if any, of the gift or giving the town the right to use the gift in its sole and absolute discretion and relinquishing any future claim to the gift.

B. A non-monetary gift to the town of real estate or of a structure which is intended to be placed permanently on town property shall be accepted only upon provisions of the Weston Town Charter and appropriate State laws. All such gifts must secure any necessary approval pursuant to CGS §8-24 by the Planning and Zoning Commission, and must also secure any necessary approvals from other land use agencies. The Board of Selectmen, at its discretion, may request advisory reports from individuals or from standing town committees regarding specific non-monetary gifts.

C. All gifts to the town which are works of art may be referred to the Commission for the Arts which shall forward its written suggestions in a timely fashion as to acceptance and placement of the work of art to the Board of Selectmen. This step must occur prior to procedure 3.A. above, which then must be followed.

D. In the case of loans of works of art valued at more than \$1,000, the above procedures must also be followed. The owner of the art must assume all responsibility for loss or damage, although the Town will make its best efforts to protect the art. The owner must provide proof of insurance and indemnify the Town against loss or damage.

**4. Criteria for acceptance of gifts; tax considerations.**

A. In considering whether to approve acceptance of such a gift, the Board of Selectmen shall consider the following:

- (1) Whether the gift is appropriate for a public building, facility, or parcel of land.
- (2) Whether the gift is being offered by a donor who is acceptable to the reviewing entity.
- (3) Whether the gift will benefit the town and the community.
- (4) Whether there is space in a public facility to accommodate it.
- (5) Whether there are maintenance or repair costs involved and, if there are, how they will be funded.
- (6) Whether there are insurance costs associated with receiving and maintaining the gift and, if there are, how they will be funded.
- (7) Whether the gift will begin a program or service which the town would be unwilling to take over when the gift or grant funds are exhausted.
- (8) Whether receipt of the gift may conflict in any way with the town's-ethical, moral or purchasing policies.
- (9) Whether any conditions attached to the gift conflict with or in any way commit the town to a course of action which conflicts with town policies, practices, ordinances, standards, or state or federal laws or regulations.

B. The Board of Selectmen reserves the right to specify the manner in which gifts are made, to define the type of gift which it considers appropriate, and to reject those which it deems inappropriate or unsuitable.

C. The Board of Selectmen shall be empowered to direct the removal of, disposal of, and/or modification of those gifts that become unwanted or obsolete as conditions warrant. When the current value of a gift is \$10,000 or greater, any such removal, disposal or modification is subject to final approval by the Board of Finance.

D. The town will not evaluate gifts for tax purposes. The First Selectman, upon request by a donor, shall acknowledge the receipt of a gift for purposes of enabling the donor to receive a tax deduction.

**5. Naming as a condition attached to a gift.**

A. All gifts which have the condition that the giving of the gift is contingent upon naming it or other town property shall be referred to the Board of Selectmen for approval.

B. In considering whether to approve naming a property, the Board of Selectmen shall make a finding that, in light of all the circumstances, it is in the best interests of the town to honor the condition of naming.

C. All gifts dedicated to the memory of an individual may be recognized with an appropriate plaque to be approved by the Board of Selectmen. All plaques are to be placed at an appropriate location to be determined by the Board of Selectmen.

D. The Board of Selectmen reserve the right to review and modify naming as appropriate.

#### **6. Administrative procedures.**

A. Before a donor offers a gift to the town, the donor shall submit a letter designating the purpose and conditions, if any, of the gift. Such letter shall be submitted to the First Selectman, who shall thereupon secure any additional information pertinent to the decision whether to accept the gift. For monetary gifts of \$1,000 or more and for all non-monetary gift, the First Selectman shall forward the letter and such information, including a recommendation, to the Board of Selectman.

B. Potential donors to a program, department or the town offices shall be advised by the First Selectman that, in determining whether to accept a gift, the Board of Selectmen will base its determination upon whether the gift is in the best interests of the town and the community at large.

C. Individuals desiring anonymity shall so state in the document, in which event the town will makes its best efforts to preserve their anonymity.

D. The Board of Selectmen is empowered, on behalf of the town to devote, apply, expend or utilize such gifts to such purposes and with such restrictions, if any, as may have been established by the donor; and to take all necessary and appropriate action to accomplish the purposes set forth, by the donor; if no special purposes have been set forth, funds shall be deposited in the general fund.

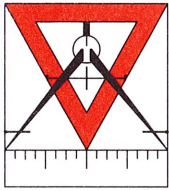
E. At the conclusion of each fiscal year, the Director of Finance shall compile a list of all gifts accepted by the town during the preceding fiscal year and forward same to the Board of Selectmen and the Board of Finance within 30 days of the close of the fiscal year.

F. Any gifts to the Board of Education which have a direct impact on town owned property shall be reviewed in accordance with this policy and its administrative procedures.

G. The Director of Finance shall deposit all monetary gifts into an escrow account pending acceptance of the gift by the accepting entity.



5. Discussion / Decision to refer the modified plan for the Weston Dog Park to: 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Conservation Commission for review and approval of a permit for the modified plan: **I move to refer the modified plan for the Weston Dog Park to 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Conservation Commission for review and approval of a permit for the modified plan**



**McChord Engineering Associates, Inc.**

Civil Engineers and Land Planners

1 Grumman Hill Road

Wilton, CT 06897

(203) 834-0569

January 18, 2022

Jonathan Luiz  
Weston Town Administrator  
Weston Town Hall – 56 Norfield Road  
Weston, CT 06883

Re: Engineering Summary of Changes  
Weston Dog Park  
Davis Hill Road and Lord's Highway East, Weston, CT  
Map 17, Block 1, Lot 17

Dear Mr. Luiz:

The purpose of this letter is to summarize changes made to the Town of Weston Dog Park site plan during the design development process. The summary will compare the original site plans provided to this office and the final site plans prepared by this office. Reference is made to the following documents:

- Original Design:
  - "Site Plan Alternate Road Access to Weston Dog Park" prepared by Town of Weston, dated October 30, 2017 and last revised January 20, 2021.
  - "Weston Dog Park – Lord's Highway East, Amended Drainage Evaluation" prepared by WMC Consulting Engineers, dated April 25, 2018.
- Current Design:
  - "Overall Site Plan, "Weston Dog Park"" prepared for The Town of Weston, prepared by McChord Engineering Associates Inc., dated May 26, 2021 and last revised January 18, 2022.
  - "Stormwater Management Report" prepared for The Town of Weston Dog Park, prepared by McChord Engineering Associates Inc., dated January 18, 2022.

The following is a summary of the changes made:

- Driveway/Parking
  - The length of the driveway decreased from  $\pm 1,285$ -ft to  $\pm 453$ -ft. An existing wood road will remain as a walking path for pedestrians to access the dog park from the parking area.



- The amount of parking spaces decreased from 39 to 20.
- The alignment of the driveway shifted to follow the existing wood road. This change significantly decreased the amount of earthwork and tree removal that was required to construct the new driveway.
- The driveway now ends before an existing stone wall, which will no longer need to be removed for the driveway construction.
- The driveway is still 20-ft wide, gravel and has an 80-ft diameter cul-de-sac at the end for emergency vehicles to turnaround.
  
- Dog Park Area
  - The size decreased from 3.6 acres to 2.8 acres.
  - The entrance to the dog park was relocated to where there is an existing break in the stone wall as opposed to creating a new break in the stone wall to access the dog park.
  - Approximate locations for benches, signs, waste bag dispensers, etc. were added to the plan.
  
- Drainage Design
  - A new drainage design was performed due to the significant decrease in proposed impervious area as a result of shortening the driveway.
  - The footprint of the proposed detention system was essentially cut in half as a result of the new drainage study, see below:
    - Original Design – Three (3) rows of 105 linear feet of Cultec Recharger 330XLHD chambers.
    - Current Design – Three (3) rows of 56 linear feet of 24"x48" precast concrete galleries.
  - A high level overflow pipe from the detention system will still be connected to the existing catch basin on Lord's Highway East.
  - The cross-section of the proposed rip-rap swale decreased as the amount of runoff that it is required to be conveyed decreased.
  
- Mitigation Measures
  - A Conceptual Planting Plan was prepared by Dr. Tom Failla (Weston Tree Warden) to mitigate any disturbance to the property from the proposed site development. Locations for proposed plantings are reflected on the site plan.
  - Location of proposed silt fence was added to ensure that downgradient properties are protected during construction.

This concludes the summary of changes to the proposed site development.

Sincerely,



Harry M. Rocheville Jr, P.E.  
Senior Engineer

# Weston Dog Park - Construction Cost Estimate

## ROAD CONSTRUCTION - TOWN OF WESTON

### SITE CLEARING/EROSION AND SEDIMENTATION CONTROLS

ITEM	QTY	UNIT	UNIT COST	AMT
Dust Control	2	Months	\$ 150.00	\$ 300.00
Clear/Grub, Cut Trees, Remove Invasives for Access Road Construction (Est.)	1.0	LS	\$ 40,000.00	\$ 40,000.00
Landscaping (Including New Plantings and Trees)	1.0	LS	\$ 20,000.00	\$ 20,000.00
Construction Entrance and Maintenance	2	Months	\$ 500.00	\$ 1,000.00
Haybales	20	LF	\$ 25.00	\$ 500.00
Silt Fence & Maintenance	1,405	LF	\$ 4.00	\$ 5,620.00
Staked Haybale Ring	2	EA	\$ 300.00	\$ 600.00
<b>TOTAL</b>				<b>\$ 68,020.00</b>

### SITE EARTHWORK

ITEM	QTY	UNIT	UNIT COST	AMT
Excavate Cut @ Driveway & Parking	400	CY	\$ 12.00	\$ 4,800.00
Excavate Cut @ Detention System	115	CY	\$ 12.00	\$ 1,380.00
Excavate Cut @ Swale	200	CY	\$ 12.00	\$ 2,400.00
Maintain Native Soil Excavation for Fill Or Haul Off	715	CY	\$ 12.00	\$ 8,580.00
Grading & Placement of Material @ Driveway & Parking	17,050	SF	\$ 1.30	\$ 22,165.00
Grading & Placement of Material @ Detention Systems	1,040	SF	\$ 1.30	\$ 1,352.00
Grading & Placement of Material @ Rip Rap Swale	3,080	SF	\$ 1.30	\$ 4,004.00
Topsoil, Seed and Mulch Disturbed Areas Next to Road	9,000	SF	\$ 1.20	\$ 10,800.00
<b>TOTAL</b>				<b>\$ 55,481.00</b>

### MATERIALS

ITEM	QTY	UNIT	UNIT COST	AMT
3/4" Process (Delivered) (Driveway)	474	TON	\$ 28.00	\$ 13,272.00
1-1/4" Process (Delivered) (Driveway)	632	TON	\$ 26.00	\$ 16,419.00
Modified Rip Rap (Delivered)	110	TON	\$ 34.00	\$ 3,740.00
Detention System Crushed Stone (Delivered)	58	TON	\$ 25.00	\$ 1,450.00
<b>TOTAL</b>				<b>\$ 34,881.00</b>

### STORM WATER STRUCTURES

ITEM	QTY	UNIT	UNIT COST	AMT
Catch Basin (Material and Install)	1	EA	\$ 2,500.00	\$ 2,500.00
HDPE Pipe (Material and Install)	110	LF	\$ 40.00	\$ 4,400.00
24"x48"x96" Concrete Galleries (Material and Install)	21	EA	\$ 500.00	\$ 10,500.00
<b>TOTAL</b>				<b>\$ 17,400.00</b>

**TOTAL COST EST. \$ 175,782.00**

## DOG PARK CONSTRUCTION - DOG PARK COMMITTEE

### SITE CLEARING/EROSION AND SEDIMENTATION CONTROLS

ITEM	QTY	UNIT	UNIT COST	AMT
Clear Dead Trees, Remove Invasives, Leaners, Branches to 7' at Dog Park	1	LS	\$ 40,000.00	\$ 40,000.00
Silt Fence & Maintenance	1,045	LF	\$ 4.00	\$ 4,180.00
<b>TOTAL</b>				<b>\$ 44,180.00</b>

### MATERIALS

ITEM	QTY	UNIT	UNIT COST	AMT
6-ft Chainlink Fence (Material and Labor)	1,690	LF	\$ 20.00	\$ 33,800.00
Benches, Signage, Waste Dispensors, Etc. (Estimated, Refer to Committee)	1	LS	\$ 15,000.00	\$ 15,000.00
<b>TOTAL</b>				<b>\$ 48,800.00</b>

**TOTAL COST EST. \$ 92,980.00**



# Weston Dog Park - Construction Cost Estimate

## SITE CLEARING/EROSION AND SEDIMENTATION CONTROLS

ITEM	QTY	UNIT	UNIT COST	AMT
Dust Control	3	Months	\$ 150.00	\$ 450.00
Clear Dead Trees, Remove Invasives, Leaners, Branches to 7' at Dog Park	1	LS	\$ 40,000.00	\$ 40,000.00
Clear/Grub, Cut Trees, Remove Invasives for Access Road Construction	1	LS	\$ 140,000.00	\$ 140,000.00
Construction Entrance and Maintenance	3	Months	\$ 500.00	\$ 1,500.00
Haybales	190	LF	\$ 25.00	\$ 4,750.00
Silt Fence & Maintenance	3,100	LF	\$ 4.00	\$ 12,400.00
Staked Haybale Ring	1	EA	\$ 300.00	\$ 300.00
<b>TOTAL</b>				<b>\$ 199,400.00</b>

## SITE EARTHWORK

ITEM	QTY	UNIT	UNIT COST	AMT
Excavate Cut @ Driveway & Parking	3,500	CY	\$ 12.00	\$ 42,000.00
Excavate Cut @ Detention System	300	CY	\$ 12.00	\$ 3,600.00
Excavate Cut @ Swale	750	CY	\$ 12.00	\$ 9,000.00
Maintain Native Soil Excavation for Fill Or Haul Off	4,550	CY	\$ 12.00	\$ 54,600.00
Grading & Placement of Material @ Driveway & Parking	39,400	SF	\$ 1.30	\$ 51,220.00
Grading & Placement of Material @ Detention Systems	2,000	SF	\$ 1.30	\$ 2,600.00
Grading & Placement of Material @ Rip Rap Swale	9,000	SF	\$ 1.30	\$ 11,700.00
Topsoil, Seed and Mulch Disturbed Areas Next to Road	26,000	SF	\$ 1.20	\$ 31,200.00
<b>TOTAL</b>				<b>\$ 205,920.00</b>

## MATERIALS

ITEM	QTY	UNIT	UNIT COST	AMT
3/4" Process (Delivered) (Driveway)	1,100	TON	\$ 28.00	\$ 30,800.00
1-1/4" Process (Delivered) (Driveway)	1,450	TON	\$ 26.00	\$ 37,700.00
Modified Rip Rap (Delivered)	470	TON	\$ 34.00	\$ 15,980.00
Detention System Crushed Stone (Delivered)	140	TON	\$ 25.00	\$ 3,500.00
6-ft Chainlink Fence (Material and Labor)	1,770	LF	\$ 20.00	\$ 35,400.00
<b>TOTAL</b>				<b>\$ 123,380.00</b>

## STORM WATER STRUCTURES

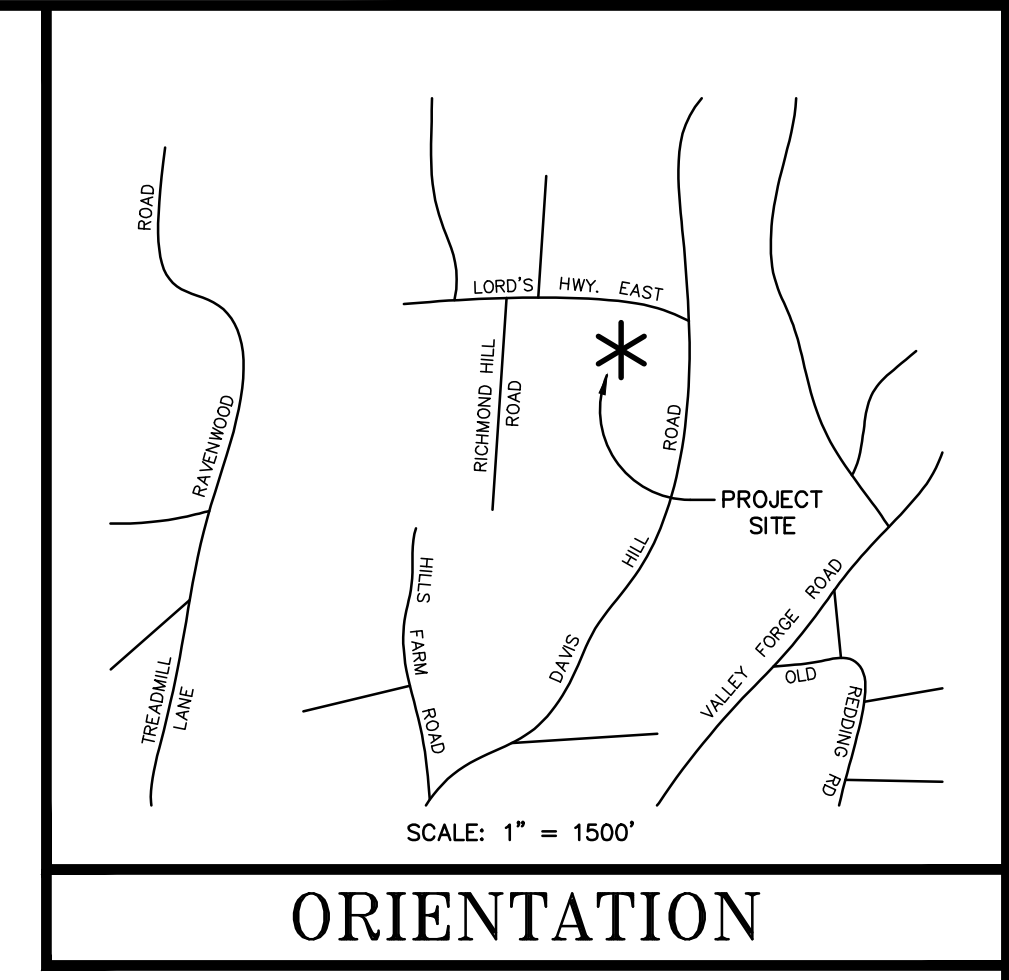
ITEM	QTY	UNIT	UNIT COST	AMT
Catch Basin (Material and Install)	2	EA	\$ 2,500.00	\$ 5,000.00
HDPE Pipe (Material and Install)	80	LF	\$ 60.00	\$ 4,800.00
Cultec Recharger 330XLHD (Material and Install)	45	EA	\$ 500.00	\$ 22,500.00
<b>TOTAL</b>				<b>\$ 32,300.00</b>

**TOTAL COST EST. \$ 561,000.00**

**NOTES:**

- EXISTING UTILITIES, STRUCTURES, TOPOGRAPHY AND PROPERTY LINE INFORMATION SHOWN HEREON ARE TAKEN FROM THE "PROPERTY SURVEY" PREPARED FOR THE TOWN OF WESTON BY PAH, INC. - LAND SURVEYORS OF NEW MILFORD, CT, DATED AUGUST 19, 2016, LAST REVISED OCTOBER 17, 2017.
- LOCATIONS OF EXISTING UNDERGROUND STRUCTURES AND UTILITIES INDICATED HEREON ARE TAKEN FROM DESIGN DRAWINGS, FIELD OBSERVATIONS, AND OTHER SOURCES OF INFORMATION AND ARE NOT TO BE CONSIDERED AS AN ACCURATE "AS-BUILT" SURVEY. THE CONTRACTOR SHALL EXCAVATE TEST HOLES, CONTACT "CALL BEFORE YOU DIG", AND PERFORM WHATEVER ADDITIONAL VERIFICATION NECESSARY TO VERIFY THE EXISTING INFORMATION. THE PROJECT ENGINEER SHALL BE PROMPTLY NOTIFIED OF ANY APPARENT CONFLICTS BETWEEN EXISTING UTILITIES AND PROPOSED WORK.
- THE PURPOSE OF THIS PLAN IS TO SHOW THE PROPOSED GRAVEL DRIVEWAY, PARKING AREAS, SITE GRADING, STORMWATER MANAGEMENT AND SOIL EROSION CONTROLS ASSOCIATED WITH THE CONSTRUCTION OF THE NEW DOG PARK.
- COORDINATE SIGN, BENCH AND DOG WASTE DISPENSER LOCATIONS WITH TOWN OF WESTON DOG PARK COMMITTEE.
- ALL CONSTRUCTION SHALL CONFORM TO THE TOWN OF WESTON STANDARD DETAILS AND SPECIFICATIONS, IN THE ABSENCE OF LOCAL STANDARDS, THE WORK SHALL CONFORM TO THE REQUIREMENTS OF THE CONNECTICUT DEPARTMENT OF TRANSPORTATION SPECIFICATION FORM 818, LATEST REVISION.
- SOIL AND EROSION CONTROL MEASURES SHOWN HEREON SHALL BE PROPERLY INSTALLED PRIOR TO THE START OF CONSTRUCTION, INSPECTED AND REPAIRED WEEKLY AND BEFORE AND AFTER STORM EVENTS, AND MAINTAINED IN FUNCTIONAL CONDITION THROUGHOUT THE CONSTRUCTION PERIOD.
- THE STORMWATER MANAGEMENT FACILITIES SHOWN ON THIS PLAN, IF PROPERLY INSTALLED AND MAINTAINED, SHALL CONTROL THE STORMWATER RUNOFF FROM THE SITE.
- SITE GRADING INDICATED ON THIS PLAN IS IN CONFORMANCE WITH THE WESTON ZONING REGULATIONS.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO THE COMMENCEMENT OF THE WORK.
- SEE THE "NOFA - ORGANIC LAND CARE ACCREDITATION PRACTICUM" PREPARED BY DR. TOM FALLA, WESTON, CT TREE WARDEN, DATED AUGUST 30, 2021, LAST REVISED SEPTEMBER 29, 2021, FOR ADDITIONAL INFORMATION ON THE PROPOSED MITIGATION PLANTING PLAN.

TOTAL AREA OF DISTURBANCE = 4.1± ACRES  
 AREA OF DOG PARK = 2.8± ACRES  
 AREA OF ROADWAY AND PARKING = 0.4± ACRES



**TEST RESULTS:**

DEEP TEST 1	PERCOLATIONS TEST A			
	TIME	DEPTH	DROP	
0" - 6" TOPSOIL	9:55	15"	-	
6" - 20" TAN FINE SANDY LOAM, TRACE OF SILT WITH ROOTS	10:05	18 3/8"	3 3/8"	
20" - 61" FINE GRAY GRAVELLY LOAM, WITH STONE, A LITTLE MORE DENSE THEN TOP LAYERS	10:15	20 1/2"	2 1/8"	
	10:25	21 1/2"	1"	
	10:35	22 1/4"	3/4"	
	10:45	22 7/8"	1/2"	
	10:55	23 1/2"	5/8"	

NO GROUNDWATER  
 NO LEDGE  
 MOTTLING @ 39"

NOTE: SOIL TESTING WAS PERFORMED BY WMC CONSULTING ENGINEERS.

- GENERAL SEDIMENT AND EROSION CONTROL NOTES:**
- SEDIMENT AND EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO THE START OF CONSTRUCTION.
  - COORDINATE THE CONSTRUCTION WITH THE TOWN OF WESTON DPW PRIOR TO BEGINNING WORK.
  - EXISTING TREES TO BE SAVED SHALL BE PROTECTED BY FLAGGING AND/OR SNOW FENCING AT THE DRIP LINE WHICH SHALL BE MAINTAINED DURING CONSTRUCTION.
  - DUE TO THE VARIABLE LOCATION OF CONSTRUCTION, THE USE OF ANTI-TRACKING APRONS WILL BE ON AN "AS-NEEDED" BASIS DETERMINED IN THE FIELD. WHEN ANTI-TRACKING APRONS ARE USED, THEY SHALL BE MAINTAINED THROUGHOUT CONSTRUCTION. APRONS SHALL CONSIST OF 2" - 4" CRUSHED STONE WITH A MINIMUM THICKNESS OF 6 INCHES. EACH APRON SHALL BE APPROXIMATELY 25 FEET LONG AND EXTEND THE WIDTH OF THE CONSTRUCTION ACCESS.
  - SILT FENCE AND OTHER SEDIMENT CONTROL MEASURES MUST BE INSTALLED IN ACCORDANCE WITH THE DRAWINGS AND SPECIFIC MANUFACTURER'S RECOMMENDATIONS.
  - SILT FENCE SHALL BE MIRAFI ENVIRONMENT OR EQUIVALENT APPROVED BY THE DESIGN ENGINEER.
  - ADDITIONAL SEDIMENT AND EROSION CONTROLS MAY BE INSTALLED DURING THE CONSTRUCTION PERIOD IF FOUND NECESSARY BY THE INSPECTING ENGINEER OR ANY GOVERNING AGENCY.
  - AFTER EACH STORM EVENT OR AT LEAST ONCE WEEKLY, ALL SEDIMENT AND EROSION CONTROLS WILL BE INSPECTED. CORRECTIVE MEASURES TO MITIGATE ENVIRONMENTAL CONCERNS WILL BE ORDERED BY THE DESIGN ENGINEER AND/OR GOVERNING AGENCY, IF REQUIRED.
  - ALL PERMANENT AND TEMPORARY SEDIMENT CONTROL MEASURES WILL BE MAINTAINED IN EFFECTIVE CONDITION THROUGHOUT THE CONSTRUCTION PERIOD. UPON COMPLETION OF WORK, ALL TEMPORARY SEDIMENT CONTROL DEVICES SHALL BE REMOVED FROM THE SITE AND ANY COLLECTED SEDIMENTS FROM THE DEVICES SHALL BE DISPOSED OF LEGALLY AND IN KEEPING WITH THE INTENT OF THIS PLAN.
  - LAND DISTURBANCE SHALL BE KEPT TO A MINIMUM. ALL DISTURBED AREAS SHALL BE SEEDED AND MULCHED. APPLY GRASS SEED AT A RATE OF APPROXIMATELY 120 LBS/ACRE. SEED MIX WILL VARY FROM UPLAND TO WETLAND BUFFER AREAS. MULCH AFTER SEEDING UPLAND AT A RATIO OF 1000 LBS/ACRE.
  - AFFECTED PORTIONS OF OFFSITE ROADS MUST BE SWEEP CLEAN WHEN REQUIRED.
  - ALL EROSION AND SEDIMENTATION CONTROL MEASURES WILL BE CONSTRUCTED IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS OF THE "CONNECTICUT GUIDELINES FOR SOIL EROSION AND SEDIMENT CONTROL," DATED MAY 2002.

**LEGEND**

EXISTING	ITEM	PROPOSED
[Symbol]	CATCH BASIN	[Symbol]
[Symbol]	MANHOLE	[Symbol]
[Symbol]	DRAIN	[Symbol]
[Symbol]	SANITARY SEWER	[Symbol]
[Symbol]	STORM SEWER	[Symbol]
[Symbol]	WATER SERVICE	[Symbol]
[Symbol]	CONTOUR	[Symbol]
[Symbol]	SPOT ELEVATION	[Symbol]
[Symbol]	SILT FENCE	[Symbol]
[Symbol]	DOUBLE SILT FENCE	[Symbol]
[Symbol]	TREE TO REMAIN	[Symbol]
[Symbol]	POLE	[Symbol]
[Symbol]	SIGN	[Symbol]
[Symbol]	DOG WASTE DISPENSER	[Symbol]
[Symbol]	BENCH	[Symbol]

AREA = 36.173 ACRES

THIS DRAWING AND DETAILS ON IT, AS AN INSTRUMENT OF SERVICE, IS THE PROPERTY OF THE ENGINEER AND MAY BE USED FOR THIS SPECIFIC PROJECT AND SHALL NOT BE LOANED, COPIED OR REPRODUCED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.

NO.	DATE	REVISIONS AND SUBMISSIONS
3	1-18-22	REVISED AND ISSUED TO THE TOWN OF WESTON
2	7-30-21	REVISED AND ISSUED TO THE TOWN OF WESTON
1	5-26-21	ISSUED TO THE TOWN OF WESTON

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 DRAWING NO: \_\_\_\_\_

**McChord Engineering Associates, Inc.**  
 Civil Engineers and Land Planners  
 1 Grumman Hill Road  
 Wilton, CT 06897 (203) 834-0569

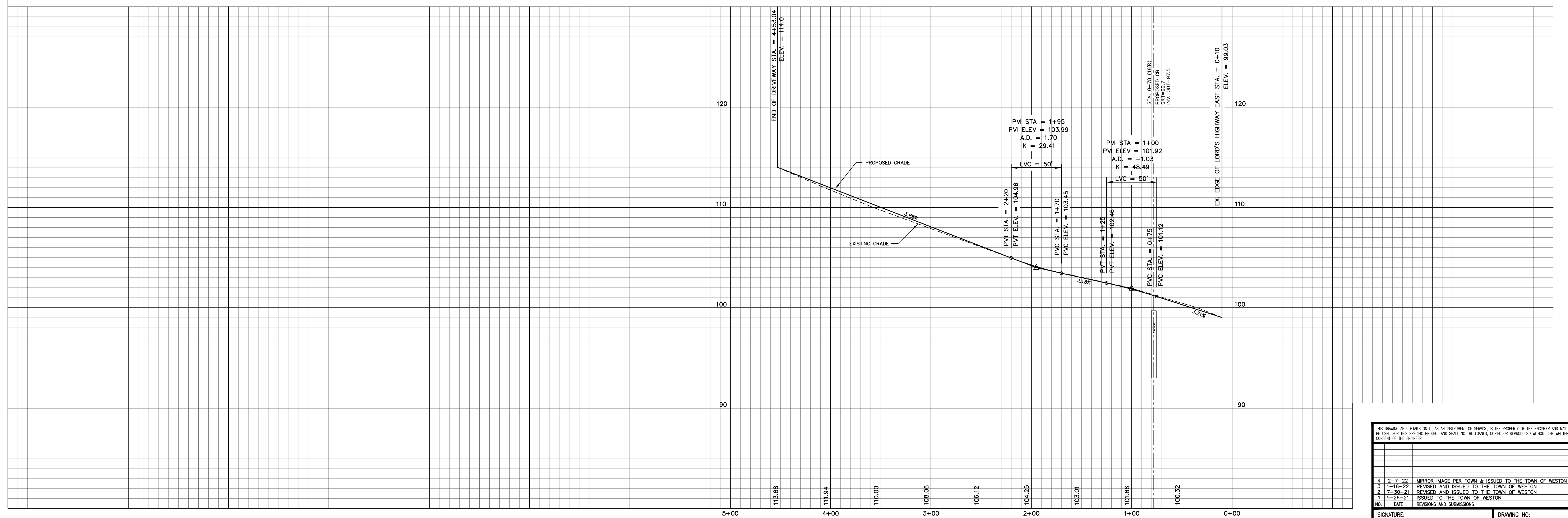
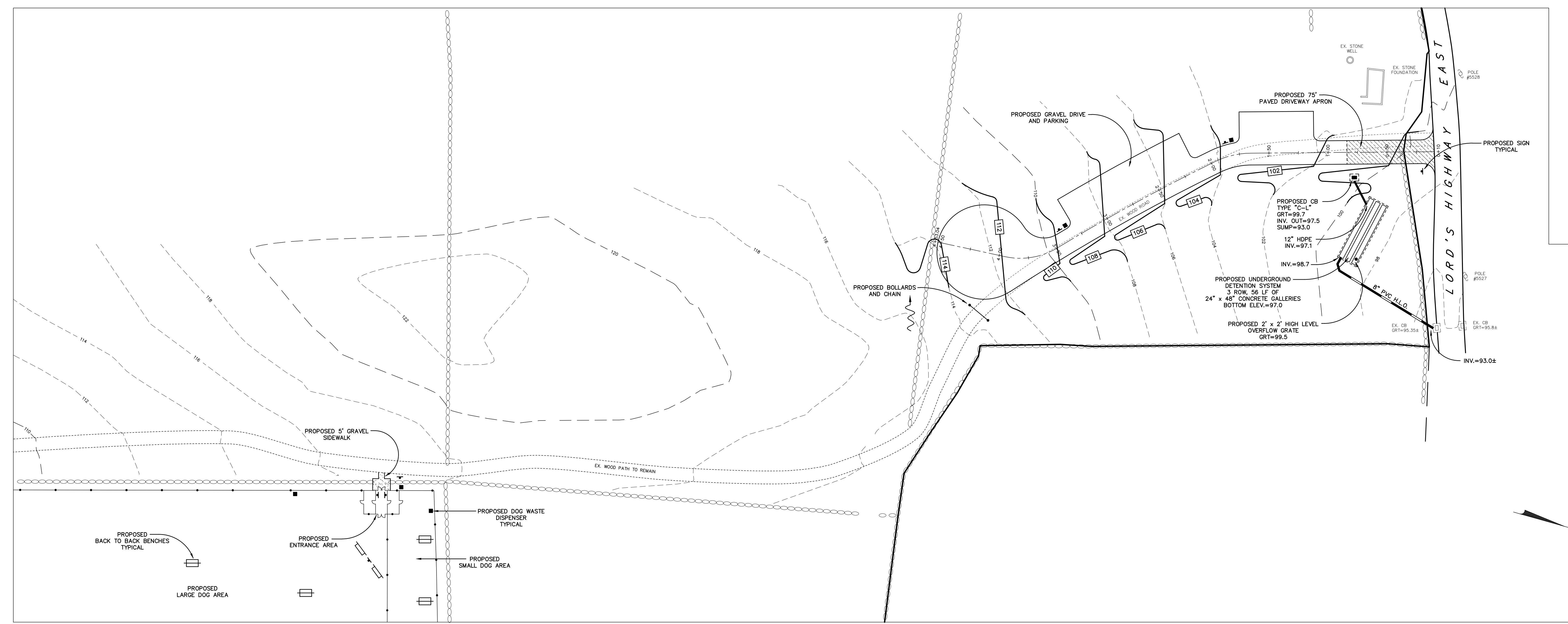
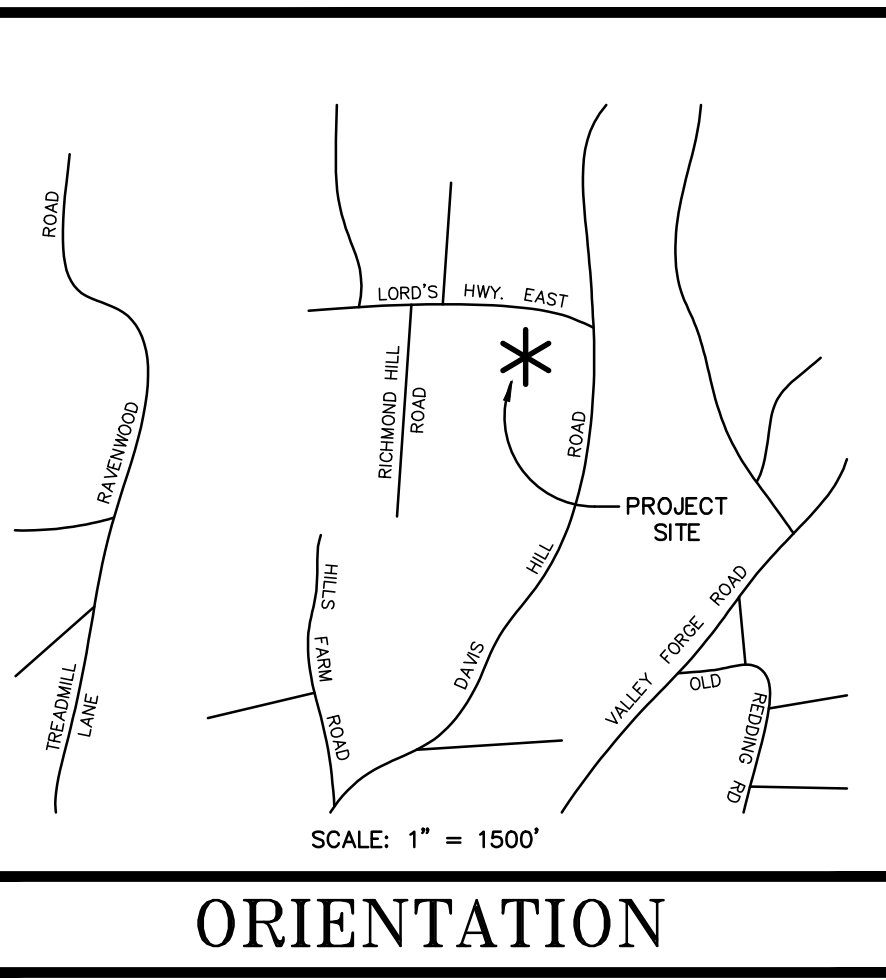
PLAN PREPARED FOR  
 THE TOWN OF WESTON  
 WESTON, CONNECTICUT

OVERALL SITE PLAN  
 "WESTON DOG PARK"  
 DAVIS HILL ROAD AND LORD'S HIGHWAY EAST  
 WESTON, CONNECTICUT

JOB NO: 2181A-1 DATE: MAY 26, 2021  
 DRAWN BY: DRS CHECKED BY: TSN, HMR  
 SCALE: 1" = 60'

SE1  
 SHEET 1 OF 3





THIS DRAWING AND DETAILS ON IT, AS AN INSTRUMENT OF SERVICE, IS THE PROPERTY OF THE ENGINEER AND MAY BE USED FOR THIS SPECIFIC PROJECT AND SHALL NOT BE LOANED, COPIED OR REPRODUCED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.

NO.	DATE	REVISIONS AND SUBMISSIONS
4	2-7-22	MIRROR IMAGE PER TOWN & ISSUED TO THE TOWN OF WESTON.
3	1-18-22	REVISED AND ISSUED TO THE TOWN OF WESTON.
2	7-30-21	REVISED AND ISSUED TO THE TOWN OF WESTON.
1	5-28-21	ISSUED TO THE TOWN OF WESTON.

**McChord Engineering Associates, Inc.**  
Civil Engineers and Land Planners  
1 Grumman Hill Road  
Wilton, CT 06897 (203) 834-0569

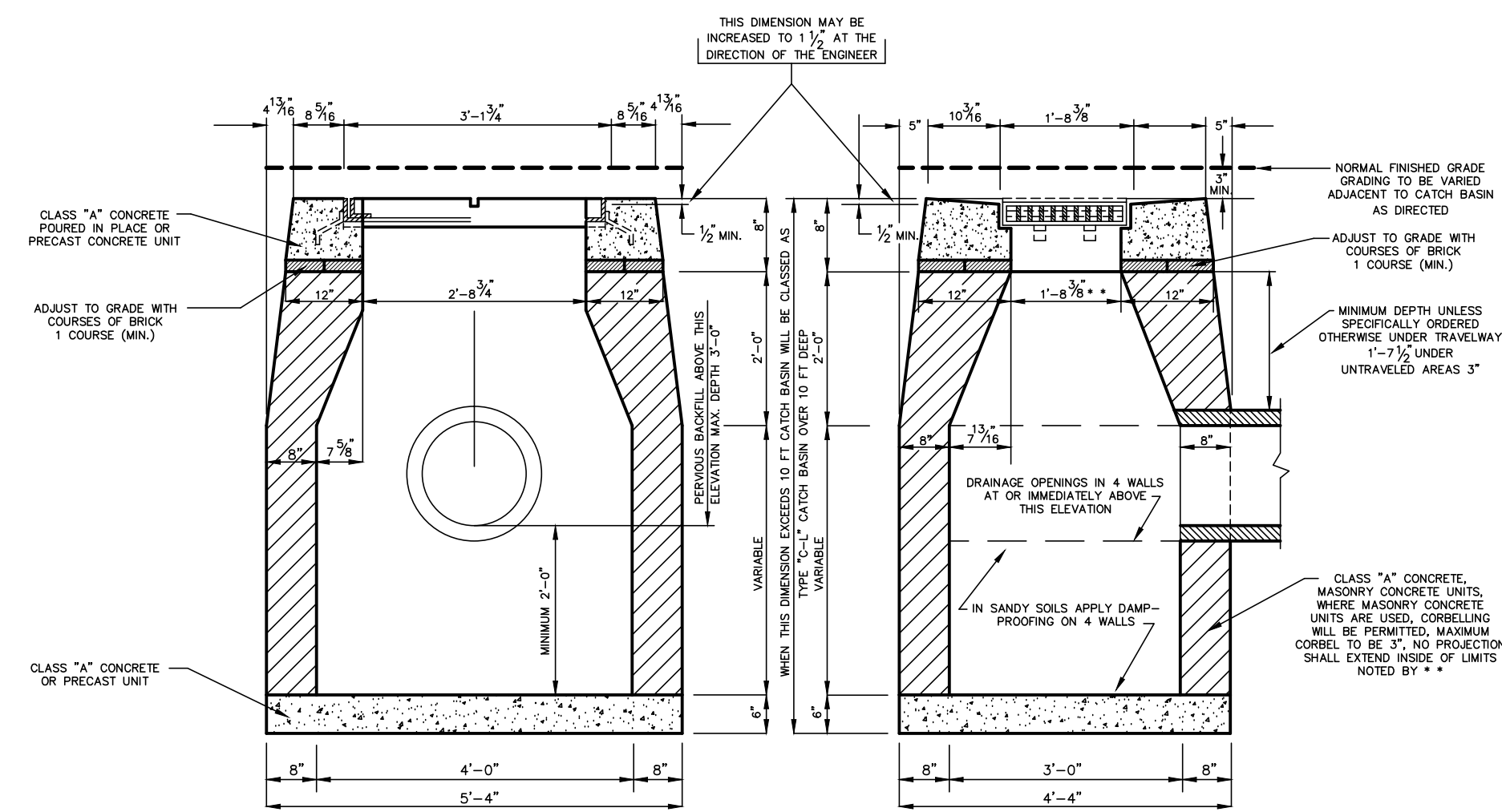
PLAN PREPARED FOR  
THE TOWN OF WESTON  
WESTON, CONNECTICUT

PLAN AND PROFILE  
"WESTON DOG PARK"  
DAVIS HILL ROAD AND LORD'S HIGHWAY EAST  
WESTON, CONNECTICUT

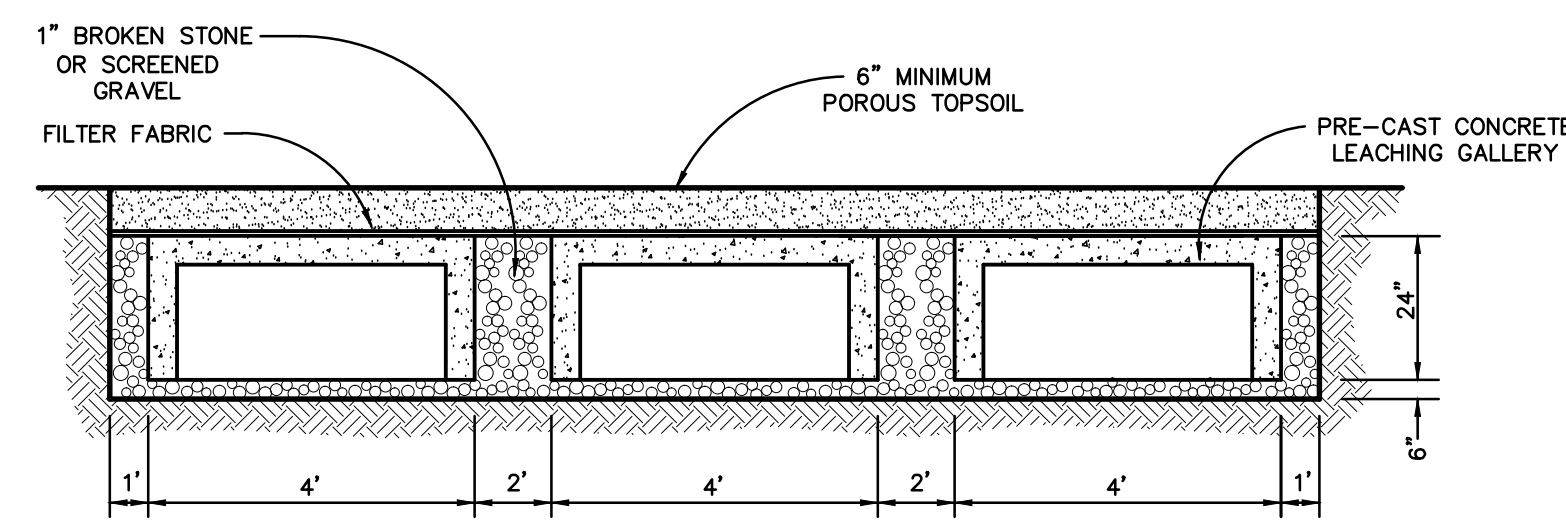
JOB NO: 2181A-1 DATE: MAY 26, 2021  
DRAWN BY: DRS CHECKED BY: TSN, HMR  
SCALE: HORIZ: 1"=40', VERT: 1"=4'

SIGNATURE: \_\_\_\_\_ DRAWING NO: PP1

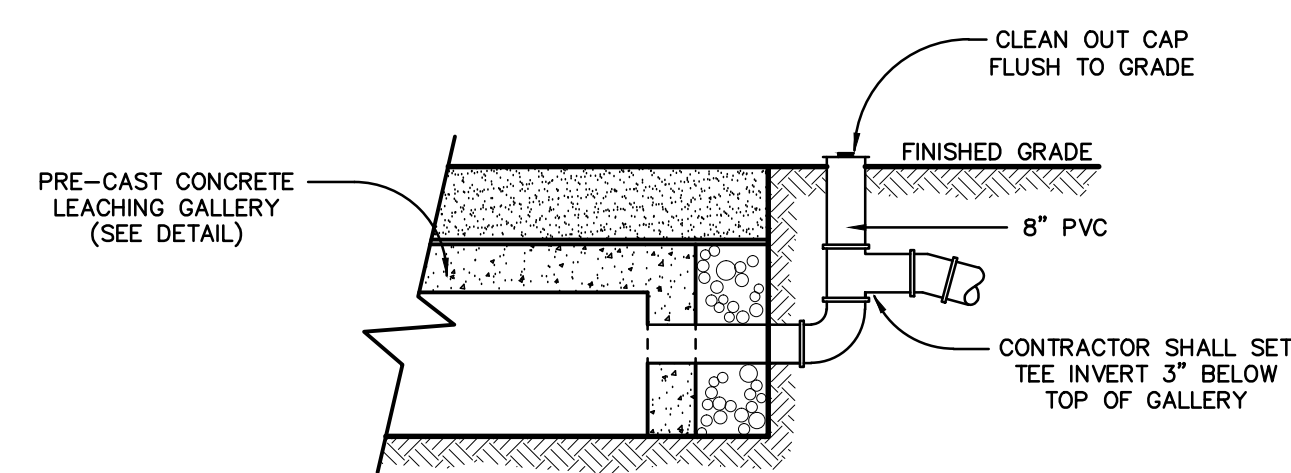
THE PRINT IS INVALID WITHOUT EMBOSSED OR LIVE RED SEAL SHEET 2 OF 3



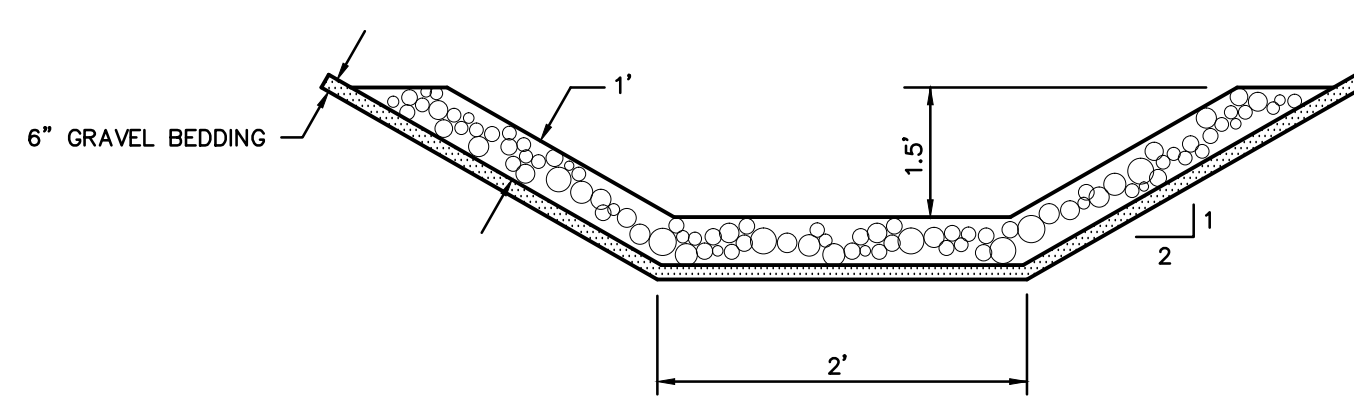
WHERE PRECAST CONCRETE UNIT IS USED FOR SUMP, THE TOP OF THE UNIT SHALL BE AT LEAST 4" BELOW THE BOTTOM OF THE PRECAST CONCRETE UNIT.  
TYPE "C-L" CATCH BASIN  
**CATCH BASIN DETAIL**  
N.T.S.



**24" x 48" UNDERGROUND DETENTION SYSTEM GALLERY DETAIL**  
N.T.S.



**UNDERGROUND DETENTION SYSTEM HIGH LEVEL OVERFLOW OUTLET DETAIL**  
N.T.S.

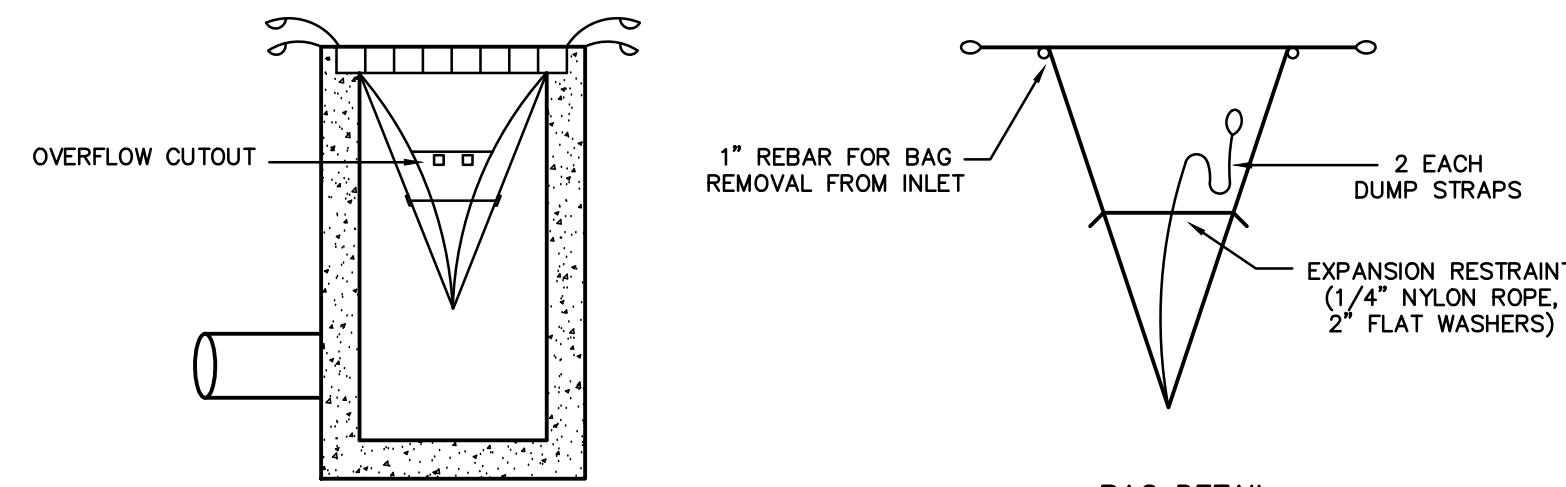


MODIFIED RIP RAP - THIS MATERIAL SHALL CONFORM TO THE FOLLOWING REQUIREMENTS:

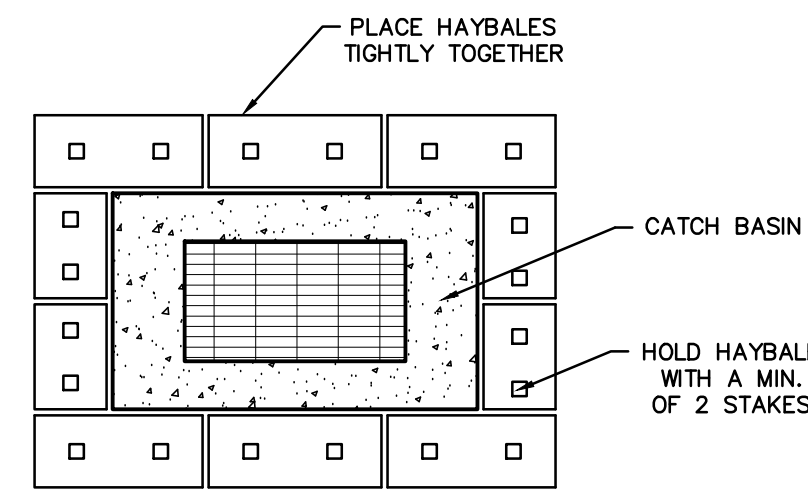
STONE SIZE	PERCENT OF THE MASS
10" OR OVER	0
6" TO 10"	20-50
4" TO 6"	30-60
2" TO 4"	30-60
1" TO 2"	10-20
LESS THAN 1"	0-10

SOURCE - U.S. DEPARTMENT OF AGRICULTURE, SOIL CONSERVATION SERVICE, STORRS, CONNECTICUT

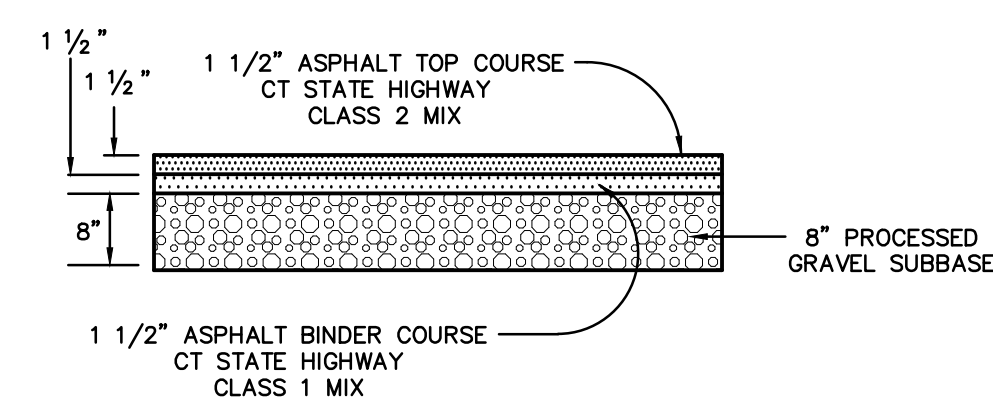
**RIP RAP CHANNEL DETAIL**  
N.T.S.



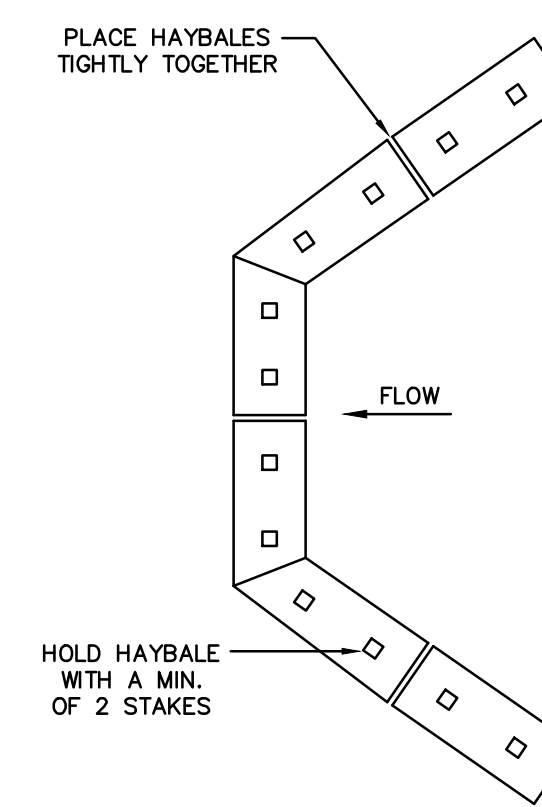
**SILT SACK DETAIL**  
N.T.S.



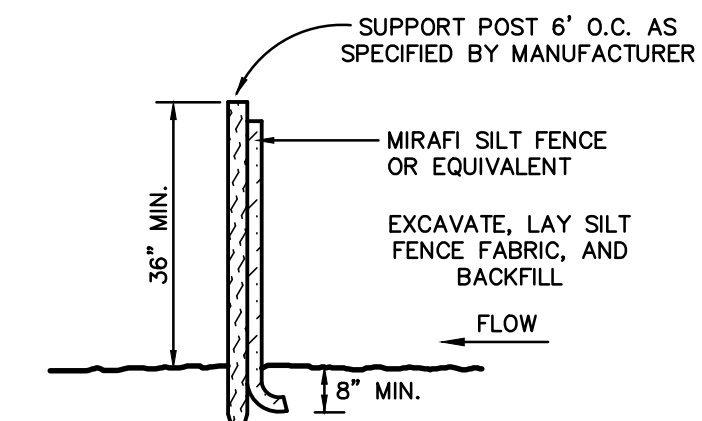
**HAYBALE RING DETAIL**  
N.T.S.



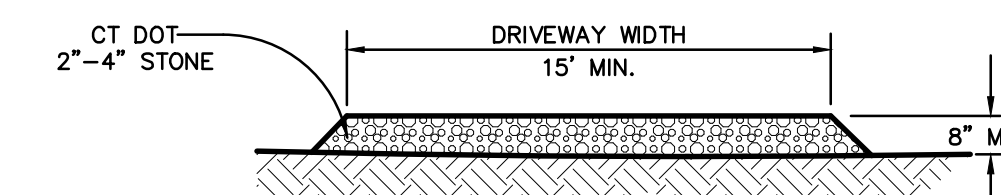
**PAVED APRON DETAIL**  
N.T.S.



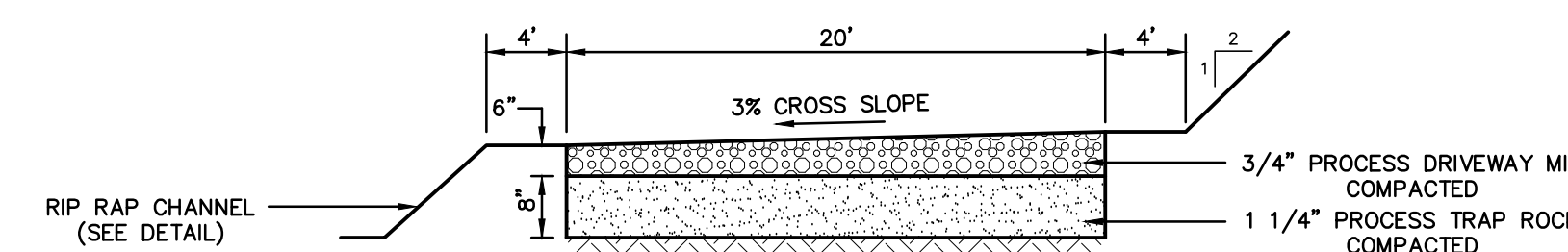
**HAYBALE CHECK DAM DETAIL**  
N.T.S.



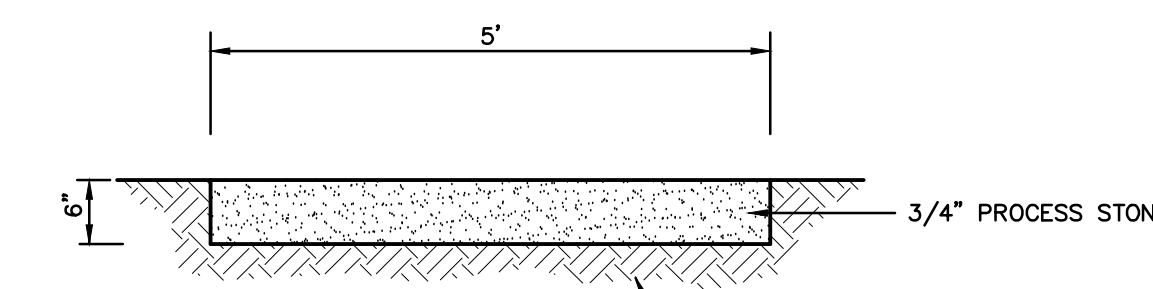
**SILT FENCE DETAIL**  
N.T.S.



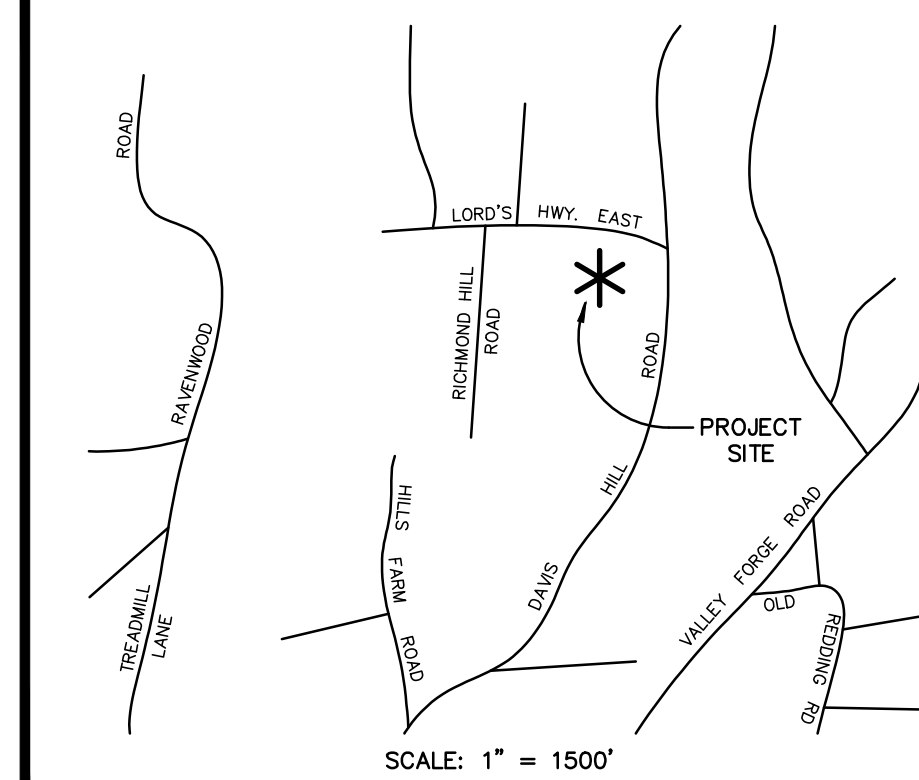
**CONSTRUCTION ENTRANCE DETAIL**  
N.T.S.



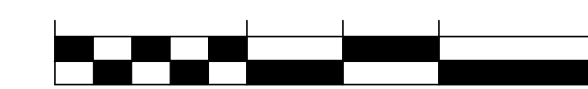
**GRAVEL DRIVEWAY DETAIL**  
N.T.S.



**GRAVEL WALK DETAIL**  
N.T.S.



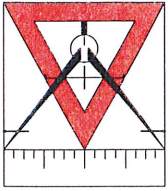
**ORIENTATION**



THIS DRAWING AND DETAILS ON IT, AS AN INSTRUMENT OF SERVICE, IS THE PROPERTY OF THE ENGINEER AND MAY BE USED FOR THIS SPECIFIC PROJECT AND SHALL NOT BE LOANED, COPIED OR REPRODUCED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.

NO.	DATE	REVISIONS AND SUBMISSIONS
3	1-18-22	REVISED AND ISSUED TO THE TOWN OF WESTON
2	7-30-21	REVISED AND ISSUED TO THE TOWN OF WESTON
1	5-28-21	ISSUED TO THE TOWN OF WESTON





**McChord Engineering Associates, Inc.**  
Civil Engineers and Land Planners

1 Grumman Hill Road  
Wilton, CT 06897  
(203) 834-0569

## STORMWATER MANAGEMENT REPORT

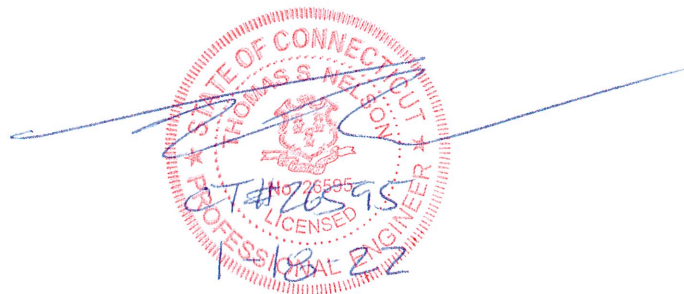
Prepared For

PROPOSED SITE DEVELOPMENT

TOWN OF WESTON DOG PARK

DAVIS HILL ROAD AND LORD'S HIGHWAY EAST, WESTON, CT

January 18, 2022



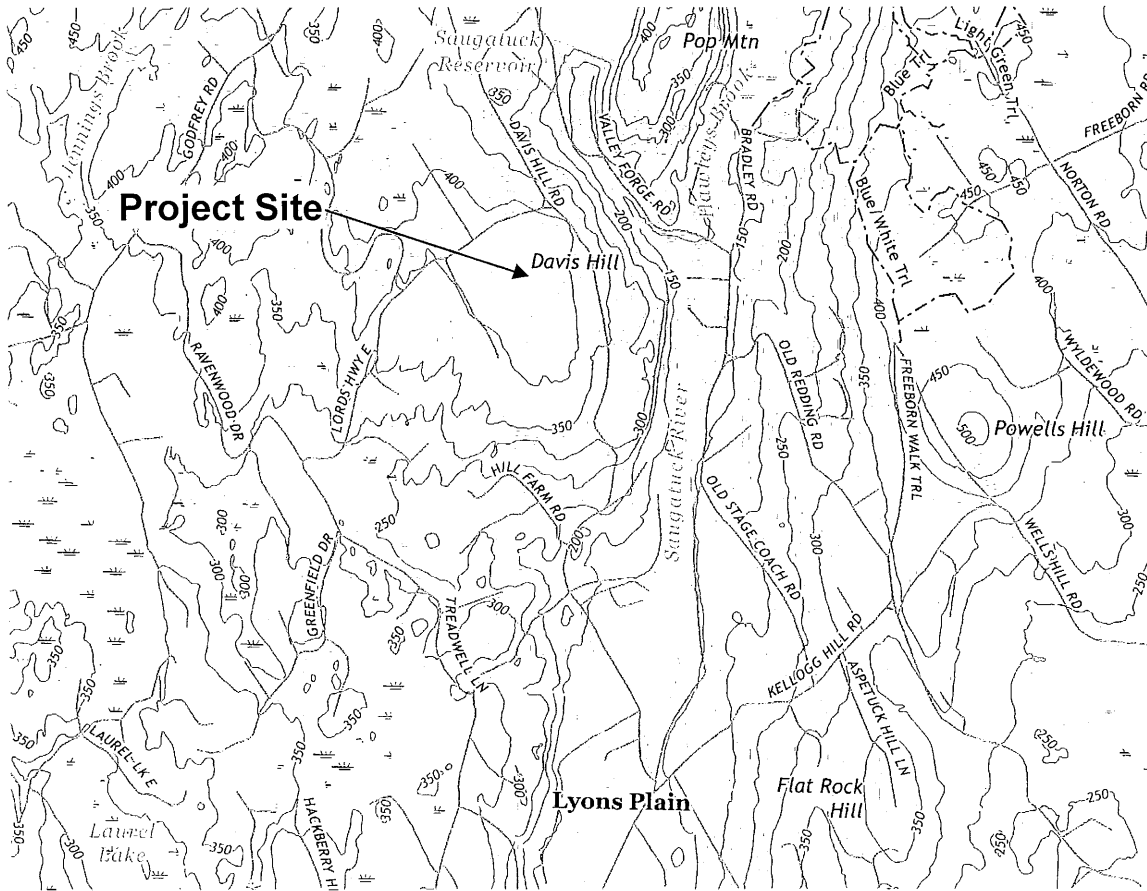
## TABLE OF CONTENTS

Introduction.....	1
Scope of Study.....	2
Analysis Methodology.....	2
Stormwater Management Strategy.....	2
Analysis & Results.....	3
Conclusions.....	3
Appendix A: Peak Flow Computations	
Appendix B: Stormwater Facilities Maintenance Plan	



# 1. INTRODUCTION

McChord Engineering Associates, Inc. has been commissioned by the Town of Weston to perform stormwater management computations for the proposed development of a dog park on a vacant piece of property in Weston, Connecticut. The property consists of 36.173-acres and is located on the west side of Davis Hill Road and the south side of Lord's Highway East. It is in the Saugatuck River watershed basin and outside of any public water supply watersheds. Figure 1 shows the location of the property on the United States Geological Survey (USGS) map.



**Figure 1: Location Map**

The property is currently undeveloped woodland and contains an old dirt road providing access to the property from Lord's Highway East. The edges of the property are adjacent residences, Davis Hill Road and Lord's Highway East. Topography on the site consists of gradual slopes that drain away from the center of the property.

The proposed site development includes the construction of a ±2.8-acre dog park in the center of the property. There will be no clear cutting for the dog park area and the ground cover will remain in its natural state. There will only be removal of dead trees and limbs less than 7-ft above ground surface within the dog park area. A new gravel road with parking areas will be installed to provide access to the dog park. A stormwater management system will be installed to control runoff from the proposed road. Soil and erosion controls will be employed to protect downgradient properties during construction.

## 2. SCOPE OF STUDY

This stormwater management report contains studies comparing peak rate of runoff between the existing conditions and the proposed development to ensure that the proposed development will have no adverse impact on adjoining property owners or downstream drainage systems. The site will be developed with its own on-site stormwater management system capable of controlling the increase in peak runoff.

## 3. ANALYSIS METHODOLOGY

Runoff was modeled with HydroCAD 8.50 software produced by HydroCAD Software Solutions LLC. This software uses the NRCS TR-20 method for analyzing stormwater runoff. Soil characteristics, cover conditions, slope, time of concentration, and historical rainfall data are all parameters that are utilized by this method. The analysis considered the 2, 10, 25 and 50-year storm events. Precipitation depth for each storm event was taken from the National Oceanic and Atmospheric Administration's (NOAA) Atlas 14 Point Precipitation Frequency Estimates specific to the subject property.

## 4. STORMWATER MANAGEMENT STRATEGY

Currently, the property is undeveloped and all of the stormwater runoff on-site drains away from the center of it following the topography. This analysis only considered runoff that drains towards an existing catch basin on Lord's Highway East as all of the proposed development is within this drainage area and the rest of the property will maintain existing cover conditions.

The proposed stormwater management plan maintains existing drainage patterns within the subject drainage area. Runoff from the new gravel driveway will be captured by a rip-rap swale and catch basin and conveyed to an underground detention system. The detention system will consist of twenty-one (21) units of 24" high x 48" wide x 96" long precast concrete galleries surrounded by crushed stone with a storage capacity of approximately 1,394 cubic feet below a high level overflow pipe invert. During typical storm events, stormwater will infiltrate into the underlying soils and there will be no surface discharge from the detention system. A high level overflow pipe will provide relief during extreme storm events. The high level overflow pipe will discharge to the existing catch basin on Lord's Highway East via a direct connection. A high level overflow grate will also be installed to provide secondary relief and a maintenance/inspection access point to the underground detention system. Runoff from the remainder of the drainage area will continue to sheet flow towards Lord's Highway East conforming to existing conditions.

Detailed information on the size and configuration of the proposed stormwater management measures is available on the most recent revision of the "Overall Site Plan" prepared by this office. A Stormwater Facilities Maintenance Plan is also included in Appendix B.



## 5. ANALYSIS & RESULTS

Runoff from the subject drainage area was analyzed under existing and proposed conditions. The existing conditions analysis modeled the entire drainage area as a whole. The proposed conditions analysis divided the drainage area into area that is detained through the proposed detention system and undetained areas. The proposed runoff that is not detained will sheet flow to the catch basin on Lord’s Highway East, conforming to existing conditions.

Using the NRCS TR-20 method, the peak rate of runoff for the 2, 10, 25 and 50-year storm events was computed for the site. Soils on the property were determined using the NRCS Web Soil Survey. Cover conditions were derived from site observations and the “Overall Site Plan” prepared by this office. Soil testing was conducted on the property in the area of the proposed stormwater management devices by WMC Consulting Engineers and confirmed that there would be suitable infiltration rates. The resulting peak flow rates under both the existing and proposed conditions are summarized in Table 1. For detailed computations see Appendix A.

**Table 1: Peak Flows**

Storm Event	Existing		Proposed	
	Rate (cfs)	Volume (ft <sup>3</sup> )	Rate (cfs)	Volume (ft <sup>3</sup> )
<b>2-year</b>	2.51	16,595	2.41	15,347
<b>10-year</b>	6.11	37,926	5.87	36,622
<b>25-year</b>	8.62	52,969	8.25	51,616
<b>50-year</b>	10.58	64,738	10.10	63,344

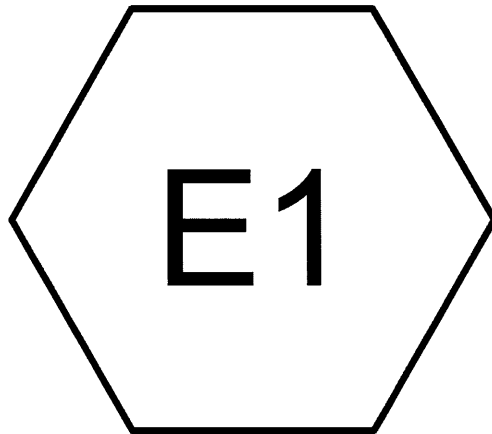
The analysis shows that there is no increase in the peak rate of runoff from the property during any of the analyzed storm events.

## 6. CONCLUSIONS

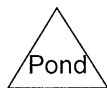
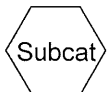
Based on our analysis, McChord Engineering Associates, Inc. has demonstrated that the proposed stormwater management system will adequately control the increase in runoff from the proposed dog park development on Town of Weston property located on the west side of Davis Hill Road and the south side of Lord’s Highway East in Weston, Connecticut. It is the opinion of this office and the conclusion of this report that the proposed site development will have no adverse impacts to the adjoining property owners or any downstream drainage systems.

**APPENDIX A:**  
**PEAK FLOW COMPUTATIONS**





# Entire Area of Study



## Existing Conditions - Weston Dog Park

Prepared by McChord Engineering Associates, Inc.

Printed 1/18/2022

HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Page 2

### Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
187,990	70	Woods, Good, HSG C (E1)
4,810	87	Dirt roads, HSG C (E1)
<b>192,800</b>		<b>TOTAL AREA</b>

**Existing Conditions - Weston Dog Park**

Prepared by McChord Engineering Associates, Inc.  
 HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Type III 24-hr 50-yr Rainfall=7.49"

Printed 1/18/2022

Page 3

**Summary for Subcatchment E1: Entire Area of Study**

Runoff = 10.58 cfs @ 12.51 hrs, Volume= 64,738 cf, Depth= 4.03"

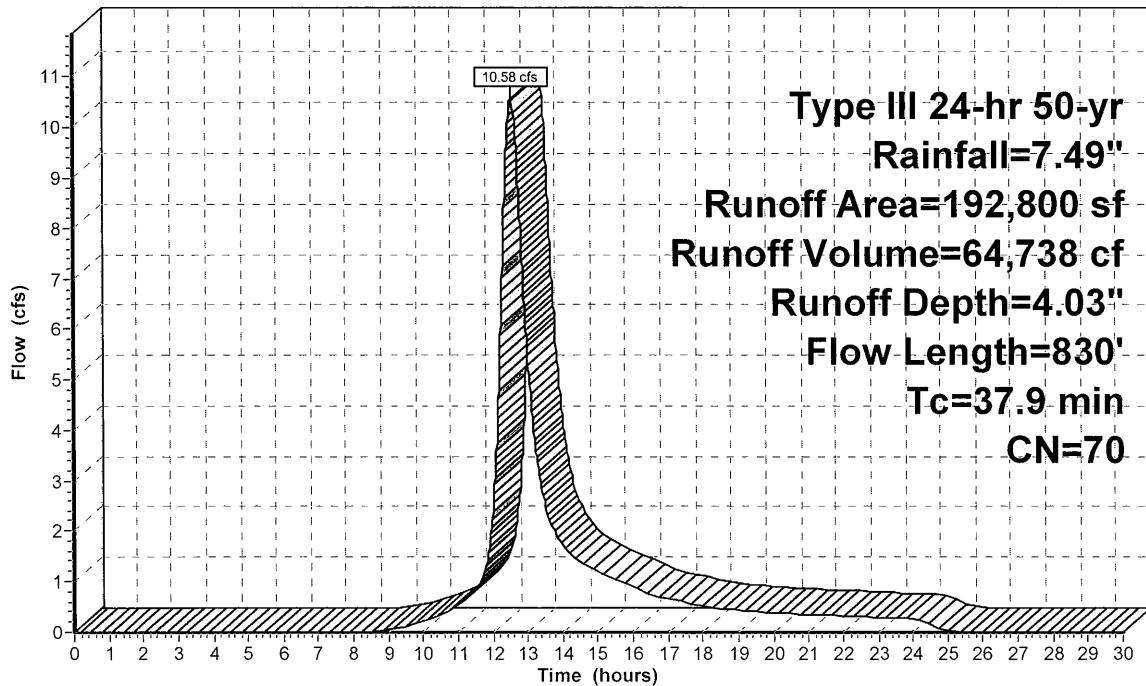
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs  
 Type III 24-hr 50-yr Rainfall=7.49"

Area (sf)	CN	Description
4,810	87	Dirt roads, HSG C
187,990	70	Woods, Good, HSG C
192,800	70	Weighted Average
192,800		Pervious Area

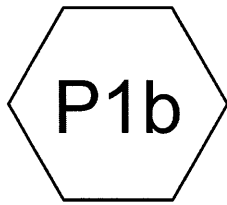
Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
25.4	150	0.0270	0.10		<b>Sheet Flow, AB</b> Woods: Light underbrush n= 0.400 P2= 3.45"
12.5	680	0.0330	0.91		<b>Shallow Concentrated Flow, BC</b> Woodland Kv= 5.0 fps
37.9	830	Total			

**Subcatchment E1: Entire Area of Study**

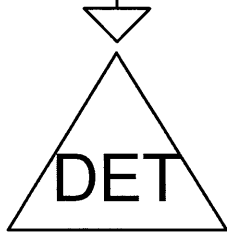
Hydrograph



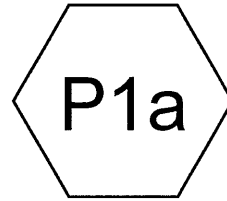




Detained Area



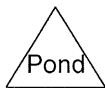
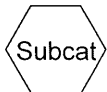
Detention System



Undetained Area



Sum of Hydrographs



## Proposed Conditions - Weston Dog Park

Prepared by McChord Engineering Associates, Inc.

Printed 1/18/2022

HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Page 2

### Area Listing (all nodes)

Area (sq-ft)	CN	Description (subcatchment-numbers)
173,250	70	Woods, Good, HSG C (P1a)
530	87	Dirt roads, HSG C (P1a)
15,500	89	Gravel roads, HSG C (P1b)
2,520	89	Rip Rap Swale (P1b)
1,000	98	Paved Apron (P1a)
<b>192,800</b>		<b>TOTAL AREA</b>

**Proposed Conditions - Weston Dog Park**

Prepared by McChord Engineering Associates, Inc.

HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Type III 24-hr 50-yr Rainfall=7.49"

Printed 1/18/2022

Page 3

**Summary for Subcatchment P1a: Undetained Area**

Runoff = 9.59 cfs @ 12.51 hrs, Volume= 58,688 cf, Depth= 4.03"

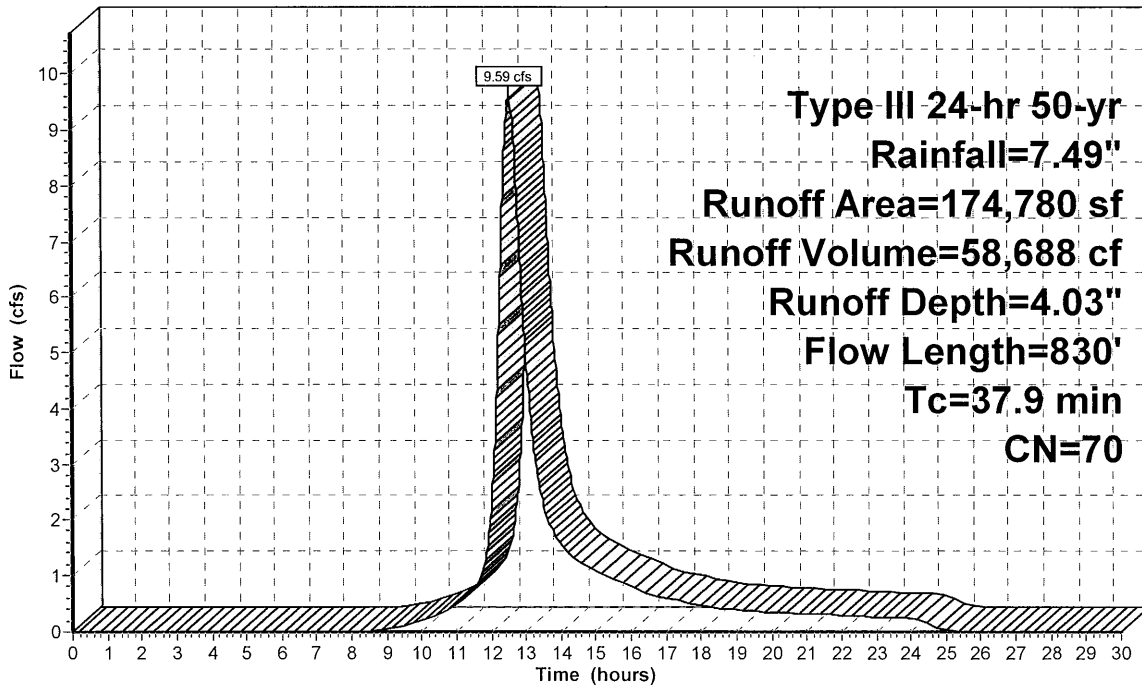
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs  
Type III 24-hr 50-yr Rainfall=7.49"

Area (sf)	CN	Description
* 1,000	98	Paved Apron
173,250	70	Woods, Good, HSG C
530	87	Dirt roads, HSG C
174,780	70	Weighted Average
173,780		Pervious Area
1,000		Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
25.4	150	0.0270	0.10		<b>Sheet Flow, AB</b> Woods: Light underbrush n= 0.400 P2= 3.45"
12.5	680	0.0330	0.91		<b>Shallow Concentrated Flow, BC</b> Woodland Kv= 5.0 fps
37.9	830	Total			

**Subcatchment P1a: Undetained Area**

Hydrograph





**Proposed Conditions - Weston Dog Park**

Prepared by McChord Engineering Associates, Inc.

HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Type III 24-hr 50-yr Rainfall=7.49"

Printed 1/18/2022

Page 4

**Summary for Subcatchment P1b: Detained Area**

Runoff = 2.94 cfs @ 12.07 hrs, Volume= 9,291 cf, Depth= 6.19"

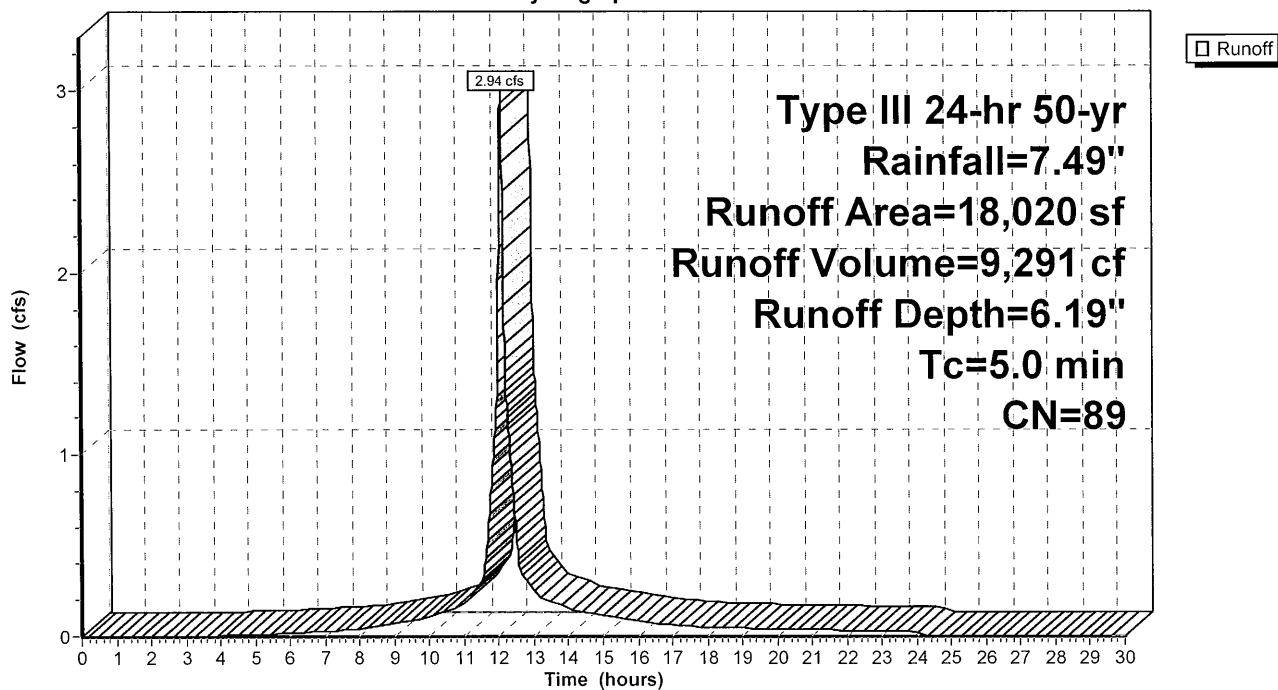
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs  
 Type III 24-hr 50-yr Rainfall=7.49"

Area (sf)	CN	Description
15,500	89	Gravel roads, HSG C
* 2,520	89	Rip Rap Swale
18,020	89	Weighted Average
18,020		Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
5.0					Direct Entry, Minimum

**Subcatchment P1b: Detained Area**

Hydrograph



# Proposed Conditions - Weston Dog Park

Type III 24-hr 50-yr Rainfall=7.49"

Prepared by McChord Engineering Associates, Inc.

Printed 1/18/2022

HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Page 5

## Summary for Pond DET: Detention System

Inflow Area = 18,020 sf, 0.00% Impervious, Inflow Depth = 6.19" for 50-yr event  
 Inflow = 2.94 cfs @ 12.07 hrs, Volume= 9,291 cf  
 Outflow = 2.93 cfs @ 12.08 hrs, Volume= 9,291 cf, Atten= 0%, Lag= 0.4 min  
 Discarded = 0.06 cfs @ 8.67 hrs, Volume= 4,634 cf  
 Primary = 2.87 cfs @ 12.08 hrs, Volume= 4,657 cf

Routing by Stor-Ind method, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs / 2  
 Peak Elev= 99.19' @ 12.08 hrs Surf.Area= 1,044 sf Storage= 1,543 cf

Plug-Flow detention time= 121.4 min calculated for 9,288 cf (100% of inflow)  
 Center-of-Mass det. time= 121.5 min ( 901.6 - 780.1 )

Volume	Invert	Avail.Storage	Storage Description
#1	96.50'	637 cf	<b>6.00'W x 58.00'L x 2.80'H Gravel Bed</b> x 3 2,923 cf Overall - 1,331 cf Embedded = 1,593 cf x 40.0% Voids
#2	97.00'	951 cf	<b>48.0"W x 24.0"H x 56.00'L Galley 4x8x2</b> x 3 Inside #1
		1,588 cf	Total Available Storage

Device	Routing	Invert	Outlet Devices
#1	Discarded	96.50'	<b>2.500 in/hr Exfiltration over Surface area</b>
#2	Primary	98.70'	<b>8.0" Vert. Highlevel Overflow Pipe</b> C= 0.600
#3	Primary	99.00'	<b>2.00' x 2.00' Horiz. Highlevel Overflow Grate</b> Limited to weir flow C= 0.600

**Discarded OutFlow** Max=0.06 cfs @ 8.67 hrs HW=96.53' (Free Discharge)  
 ↳ **1=Exfiltration** (Exfiltration Controls 0.06 cfs)

**Primary OutFlow** Max=2.86 cfs @ 12.08 hrs HW=99.19' (Free Discharge)  
 ↳ **2=Highlevel Overflow Pipe** (Orifice Controls 0.66 cfs @ 2.39 fps)  
 ↳ **3=Highlevel Overflow Grate** (Weir Controls 2.20 cfs @ 1.43 fps)

**Proposed Conditions - Weston Dog Park**

Prepared by McChord Engineering Associates, Inc.

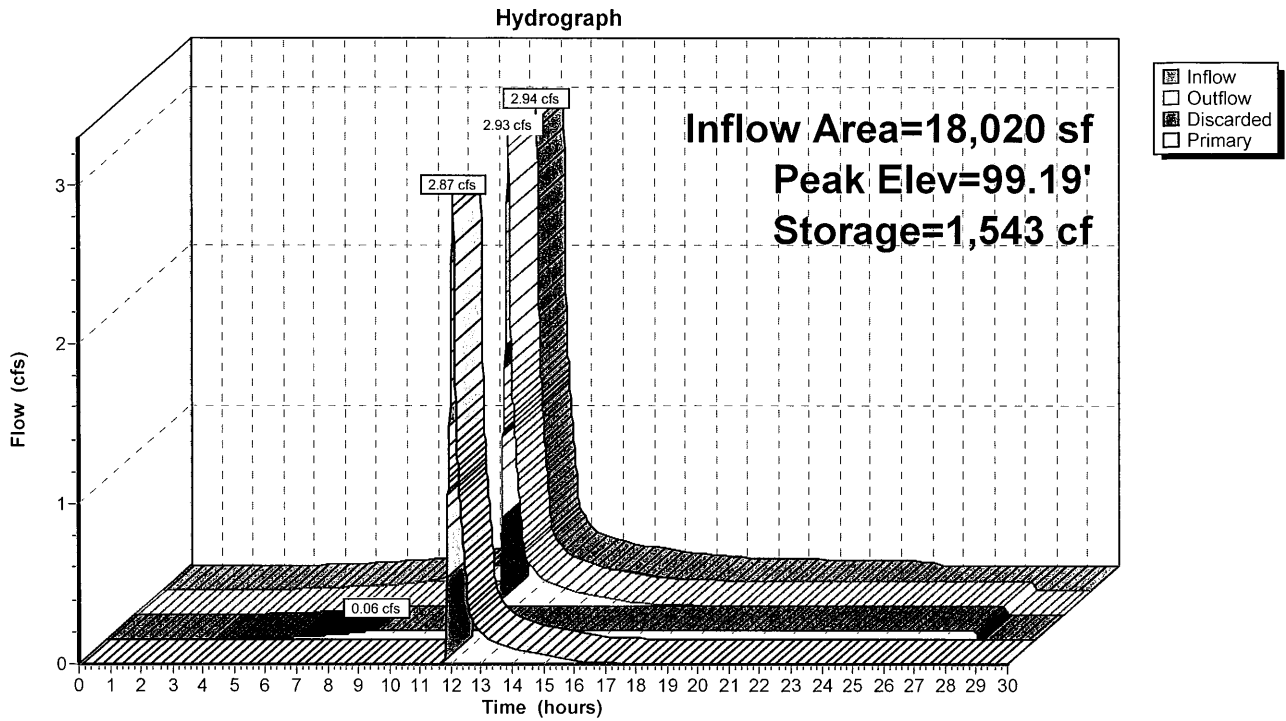
HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Type III 24-hr 50-yr Rainfall=7.49"

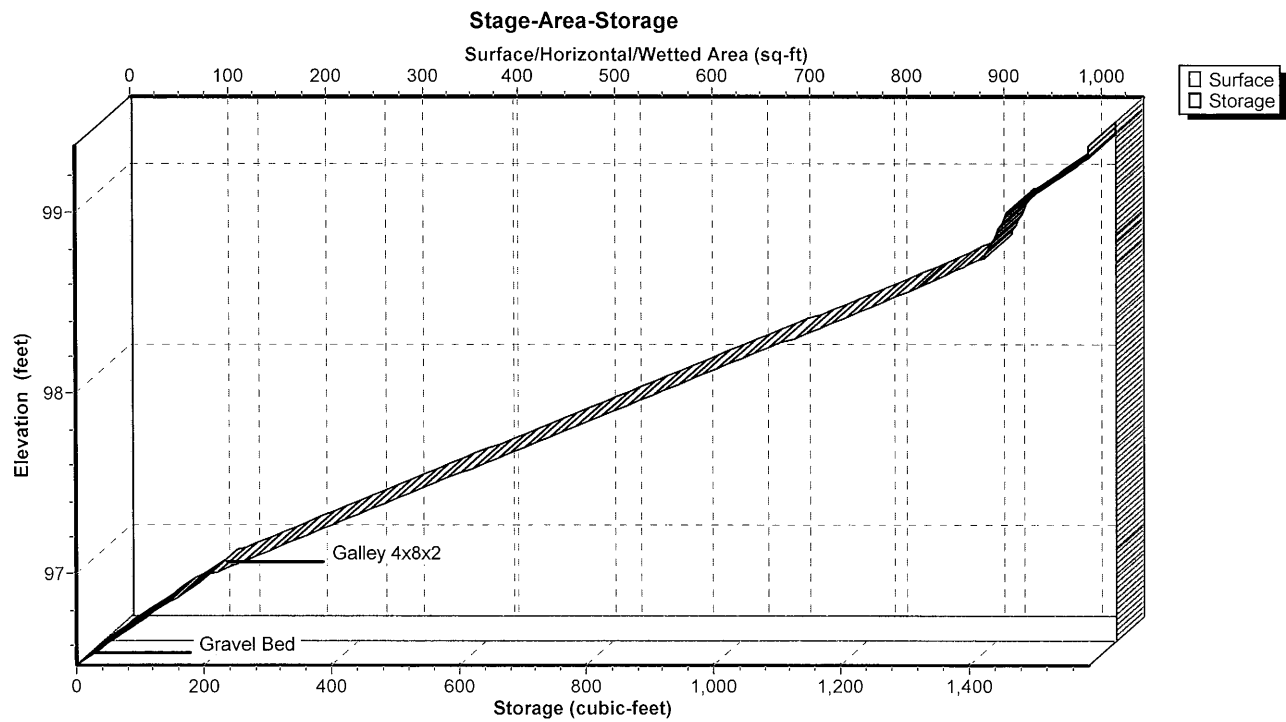
Printed 1/18/2022

Page 6

**Pond DET: Detention System**



**Pond DET: Detention System**





**Proposed Conditions - Weston Dog Park**

Prepared by McChord Engineering Associates, Inc.

HydroCAD® 8.50 s/n 004801 © 2007 HydroCAD Software Solutions LLC

Type III 24-hr 50-yr Rainfall=7.49"

Printed 1/18/2022

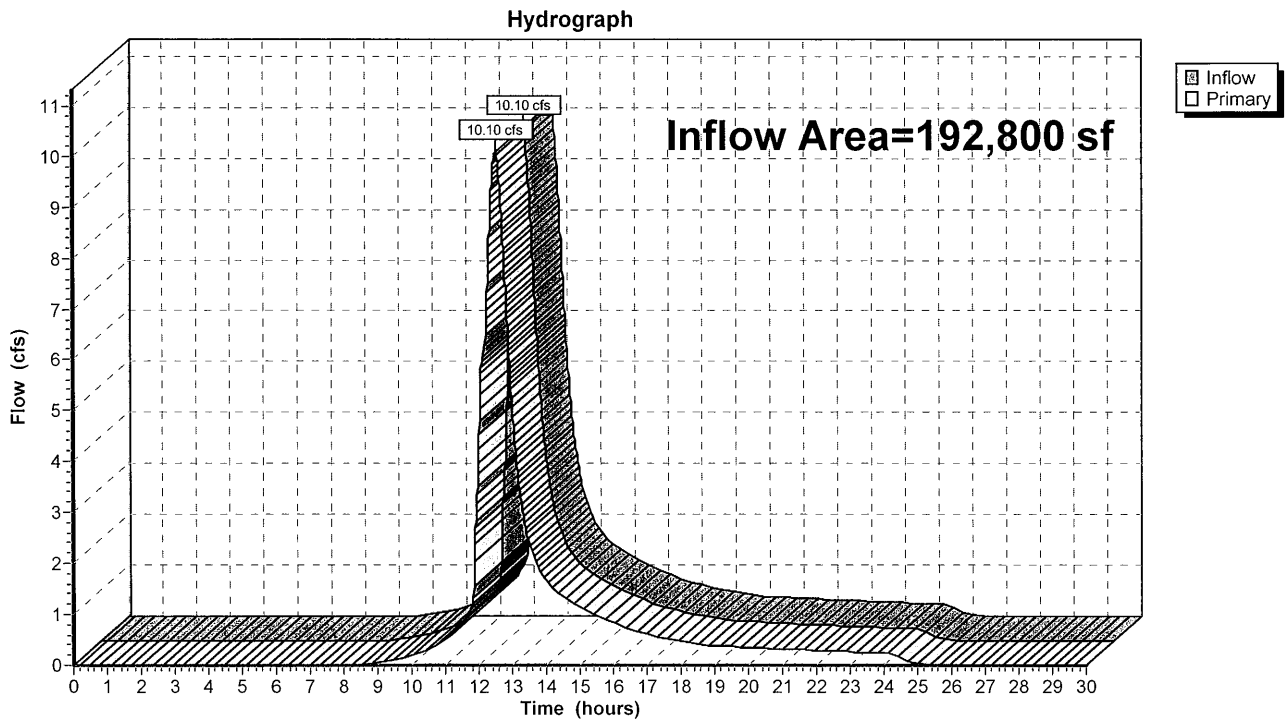
Page 7

**Summary for Link SUM: Sum of Hydrographs**

Inflow Area = 192,800 sf, 0.52% Impervious, Inflow Depth = 3.94" for 50-yr event  
Inflow = 10.10 cfs @ 12.51 hrs, Volume= 63,344 cf  
Primary = 10.10 cfs @ 12.51 hrs, Volume= 63,344 cf, Atten= 0%, Lag= 0.0 min

Primary outflow = Inflow, Time Span= 0.00-30.00 hrs, dt= 0.01 hrs

**Link SUM: Sum of Hydrographs**



**APPENDIX B:**

**STORMWATER FACILITIES MAINTENANCE PLAN**

**Stormwater Facilities Maintenance Plan**  
**Town of Weston Dog Park, Weston, CT**  
**Map 17, Lot 17**

**Scope:**

The purpose of the Stormwater Facilities Maintenance Plan is to insure that the proposed stormwater components installed for the Town of Weston Dog Park are maintained in operational condition throughout the life of the home. The service procedures associated with this plan shall be performed as required by the parties legally responsible for their maintenance.

**Description of Stormwater Facilities:**

The proposed stormwater facilities are designed to collect, convey, detain and treat the runoff from the site in order to minimize adverse impacts to the adjoining lagoon. A description of the stormwater facilities are as follows:

1. Catch Basin: Catch basins will collect runoff from the driveway and rip rap swale and convey it to the underground detention chambers. They are equipped with a sump designed to capture sediment and debris from the runoff.
2. Underground Detention System: The underground detention system consists of a series of precast concrete galleries which provide storage volume for the stormwater runoff. Stormwater in the underground detention system is designed to infiltrate into the underlying soils. The detention galleries are designed to overflow from a pipe to an existing catch basin on Lord's Highway East during extreme storm events.

**Recommended Frequency of Service:**

All of the stormwater components installed for this property should be checked periodically and kept in full working order. Ultimately the frequency of inspection and service cleaning depends on the amount of runoff, pollutant loading and interference from debris (leaves, vegetation, trash, etc.); however it is recommended that each facility be inspected and cleaned a minimum of two times a year. The guidelines for the timing of service include early spring after the winter season and late fall after the leaves have fallen from the trees.

**Service Procedures:**

Service can be performed by the homeowner, landscape contractor or handyman since no specialized equipment is required. Specific service procedures for the stormwater facilities are as follows:

1. Catch Basins: Catch basins shall be inspected and cleaned twice a year during the spring and fall service inspections. The cleaning shall include both removal of sediment from the sumps and removal of any trash and/or debris from the grate.
2. Underground Detention System: Functionality of the underground detention system ultimately depends on keeping sediment and debris out of the galleries. This is accomplished through proper maintenance of the catch basins. These components should be maintained as described above, but more frequent maintenance may be required if excessive accumulation of debris is observed. Debris should be removed from the overflow grate during the spring and fall service inspections.





Samantha Nestor <snestor@westonct.gov>

[EXTERNAL] FW: Weston dog park

1 message

Ira Bloom <ibloom@berchemmoses.com>

Wed, Feb 2, 2022 at 4:02 PM

To: "snestor@westonct.gov" <snestor@westonct.gov>, Jonathan Luiz <jluiz@westonct.gov>

Sam and Jonathan: See below:



Ira W. Bloom  
Berchem Moses PC



1221 Post Road East Westport, CT 06880  
(203) 571-1715  
<http://www.berchemmoses.com>  
[ibloom@berchemmoses.com](mailto:ibloom@berchemmoses.com)



CONFIDENTIALITY NOTICE: This email transmission (and/or the attachments accompanying it) may contain legally privileged and confidential information, and is intended only for the use of the individual or entity named above. If you are not the intended recipient, you are hereby notified that any dissemination, disclosure, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please promptly notify the sender by reply email and destroy the original message.

From: Stephen Nevas <snevas@nevaslawgroup.com>  
Sent: Wednesday, February 2, 2022 3:32 PM  
To: Ira Bloom <ibloom@berchemmoses.com>  
Subject: RE: Weston dog park

Ira,

On behalf of the following clients, they waive any claim that you may have a conflict of interest in connection with your representation of the Town of Weston in connection with a proposed dog park on the "Moore property" at Lords Highway East.

They are:

Dania and Seth Anderson

15 Richmond Hill Rd, Weston, CT 06883

Joan and Sidney Dudash

26 Lords Hwy E Weston CT 06883

Carleigh and Freida Welsh

17 Richmond Hill Rd, Weston, CT 06883

William Kolbert

15 Lords Hwy E Weston CT 06883

Frank and Gayle Costello

5 Lords Hwy E Weston CT 06883

Clifford and Leslie Feller

133 Old Hyde Rd Weston CT 06883

Ellen Strauss

88 Ladder Hill Rd N, Weston, CT 06883

Antoine Mills

143 Davis Hill Rd, Weston, CT 06883

My best,

Steve Nevas

Stephen E. Nevas

NEVAS LAW GROUP, LLC



MEMORANDUM

To: Board of Selectmen, Town of Weston  
From: Ira W. Bloom, Esq. *IWB*  
Nicholas R. Bamonte, Esq.  
Date: February 7, 2022  
Re: Non-binding Dog Park Referendum on April 4, 2018

---

**Question:** Does the referendum vote approving the establishment of a dog park in Weston that occurred on April 4, 2018 now *legally obligate* the Town to proceed with construction of the dog park? The short answer is “no” from a strict and narrow legal perspective. However, please note that this is indeed a narrow question and is receiving a narrow answer. As to whether the Town “must” proceed with construction of the dog park is a separate question from whether the Town “should” proceed in view of the referendum vote, commission approvals, and successful court action.

**Executive Summary:** The April 4, 2018 referendum vote solely illustrates the sentiments of town residents at the time and does not legally compel the construction of a dog park. The key prerequisite to moving forward with a capital project under the Town Charter is funding approval, which has not occurred. Funding approval would require either placing funds for the project in the budget or seeking a special appropriation from the Board of Finance. Therefore, at this point in time there is no legal authority for the Town to expend any funds towards the construction of a dog park.

**Discussion:** On April 4, 2018, a special town meeting vote was held on the following referendum question:

Shall the Town of Weston establish an enclosed, approximately 3 and 1/2 acre dog park on the Town owned 36 acre parcel on Davis Hill Road as depicted in a visualization map and in accordance with a draft MOU between the Town and Weston Dog Park, Inc., both of which are available on the Town website and in the Town Clerk's office?

Voters ultimately approved the referendum with a vote of 888 for the dog park and 798 against. At that time and continuing thereafter, however, no formal request for construction funding was included in the town budget, nor was there any subsequent special appropriation approved for those purposes.

As noted, under Article 9 of the Town Charter, the Town is allowed to spend town money on capital projects only after the requisite funds have been approved for those purposes, either through the annual budget adoption process or subsequently as a special appropriation approved during the fiscal year. Because neither of those avenues of funding approval have occurred to date, the Town cannot legally proceed.





BERCHEM MOSES.COM

75 Broad Street  
Milford, CT 06460  
T: 203.783.1200  
F: 203.878.2235

1221 Post Road East  
Suite 301  
Westport, CT 06880  
T: 203.227.9545  
F: 203.226.1641

**PLEASE REPLY TO  
WESTPORT OFFICE**

Robert L. Berchem  
Marsha Belman Moses  
Stephen W. Studer ▶  
Richard J. Buturla  
Floyd J. Dugas  
Ira W. Bloom  
Jonathan D. Berchem •  
Michelle C. Laubin ♦  
Gregory S. Kimmel  
Christopher M. Hodgson  
Mario F. Coppola  
Christine A. Sullivan

Paula N. Anthony ♦  
Richard C. Buturla  
Ryan P. Driscoll ♦  
Bryan L. LeClerc ♦  
Brian A. Lema  
Douglas E. LoMonte

Alfred P. Bruno  
Jacob P. Bryniczka  
Eileen Lavigne Flug  
Peter V. Gelderman ◊  
Warren L. Holcomb  
Eugene M. Kimmel  
Paul A. Testa \* ▶

Nicholas R. Bamonte  
Carolyn Mazanec Dugas  
Rebecca E. Goldberg  
Christopher R. Henderson  
Justin Stanko  
Matthew L. Studer  
Tyler I. Williams

\* - Also Admitted in FL  
◊ - Also Admitted in IL  
▶ - Also Admitted in MA  
-- - Also Admitted in NJ  
♦ - Also Admitted in NY  
\*- - Also Admitted in PA

February 25, 2022

Stephen E. Nevas, Esquire  
Nevas Law Group LLC  
237 Post Road West  
Westport, CT 06880

Re: Request for Recusal

Dear Steve:

We are responding to your letter of February 21, 2022, requesting First Selectwoman Samantha Nestor to recuse herself based upon an alleged conflict of interest from all "discussions, deliberations, voting or other decision-making" in connection with the dog park proposal on the Town owned Moore Property. For the reasons set forth below, we completely reject your analysis and have advised Ms. Nestor that she need not recuse herself. We conclude that there is no conflict of interest and no violation of the Town of Weston Code of Ethics.

First, let us step back for a moment and look at a larger picture before rejecting your specific and meritless allegations of conflict of interest. First Selectwoman Nestor, originally appointed to a vacancy as a Selectwoman in December 2018, was elected on her own as a Selectwoman in November 2019, and then elected as First Selectwoman in November 2021. In those important positions, she has a right to state her positions on the important issues facing Weston. Indeed, to refrain from voicing her positions on the dog park issue would violate her obligation to the public as an elected official. In fact, any of the Selectmen are entitled and expected to voice their views on this issue, and it would be surprising if they had not done so in some forum already. Admittedly, deference must be granted to the Conservation Commission, Planning and Zoning Commission, and Board of Finance to exercise their legal authority to review the modified dog park plan (discussed below), but First Selectwoman Nestor has a responsibility to state her views and refer the recently modified plan to those proper agencies.

Additional background is important here. The dog park issue in the Town of Weston has already been supported in a town wide referendum, has been approved by the Conservation Commission and Planning and Zoning Commission (under Conn. Gen. Stat. Section 8-24), has been upheld in an administrative appeal to Superior Court; and has been rejected for further judicial review when your petition for

certification to the Appellate Court was denied. A modified dog park plan is now being reviewed—one that costs considerably less and greatly reduces the size of the access road. To be clear, First Selectwoman Nestor’s intent now is to request that the Board of Selectmen *send this modified dog park plan back for review and approval to the Planning and Zoning Commission (under Conn. Gen. Stat. Section 8-24) and Conservation Commission. A request for funding to the Board of Finance will eventually follow.*

The eight (8) points that you have cited in support of the alleged conflict of interest merely illustrate that Ms. Nestor had expressed conceptual support for a dog park in Town – acts that in no way conflict with her role as an elected official and are, in fact, part of her duties to residents. First, points (1) and (2) have zero application here, as they reference dates prior to Ms. Nestor serving on the Board of Selectmen, and therefore the Code of Ethics did not apply to her at that time. Even if it did, signing a petition in support of the dog park and participating in a fundraiser do not create any personal or financial interests that would rise to the level of a conflict. Next, points (3) through (7), although alleged to have occurred during Ms. Nestor’s service as a Selectwoman, similarly do not constitute personal or financial interests now necessitating recusal under the Code of Ethics. Consistent with her belief that a dog park would be beneficial for Town residents, First Selectwoman Nestor was simply advancing the process for review and consideration by the requisite Town bodies. Lastly, point (8) is wholly speculative as to what, if any, communications Ms. Nestor made within a private Facebook group and cannot serve as evidence of an alleged conflict of interest.

You have argued that under Section 64-3(A) of the Code of Ethics, the eight points addressed above establish a “personal interest” sufficient to disqualify the First Selectwoman from further deliberations or decisions on the dog park. However, this analysis is flawed. Section 64-2 defines “personal interest” as:

**Any interest resulting from a Town action in which an individual, his/her relatives, through blood or marriage, or close business associate, either directly or indirectly, *expects to derive a benefit other than financial which is not common to the interest of other citizens of the Town.***

This definition of “personal interest,” ignored in your letter, clearly cannot apply because Ms. Nestor does not expect, and has never expected, to derive any benefit which is not otherwise shared by all Weston citizens. Therefore, she does not have any personal interest in the outcome of the dog park, and because there is no personal interest, Section 64-3(A) does not apply.

It should be noted that even if a personal interest is found in a hypothetical case, the applicable Section 64-3 continues as follows:

Stephen E. Nevas, Esq.  
February 25, 2022  
Page 3

No Town official...shall engage in any Town action to which said official has a...personal interest which...*would tend to impair his independence of judgment or action in the performance of those duties.*

The First Selectwoman's independence of judgment is clearly not impaired, and her intent is now to refer the modified dog park plan to the proper Town agencies for full review.

Your letter cites two court cases in support of your contention. These cases are totally distinguishable because they involve land use bodies with final decision-making authority over applications before them. Land use agencies are governed by specific statutes and a large body of case law peculiar to those administrative proceedings. An elected Chief Executive Officer of a municipality does not have the same restrictions. You have erroneously conflated the two.

In your letter you also allege that Section 64-3 (G) of the Code of Ethics further supports the need for recusal going forward, but you have offered no justification for this claim. This section prohibits a Town official from giving any citizen special treatment that is not otherwise available to everyone else. Yet there is no evidence of such advantageous treatment, either in the past or potentially in the future, resulting from Ms. Nestor's support for the dog park. Again, her plan is to refer the modified dog park proposal for review and approval to the requisite Town agencies.

We hope this response to your allegations will dispose of this issue. There will be public meetings or hearings when your clients will have ample opportunity to discuss the real issues.

Sincerely,



Ira W. Bloom  
Weston Town Attorney



6. Interview of Fran Sheff-Mauer for Historic District  
Commission: **No motion**



Thu, Feb 3, 10:19 AM

**Fran Sheff-Mauer**

to me

Hi Sara,

I hope this works for info about me. I pulled it off my website.

Plus, I have renovated 4 homes in the past 30 years.

**Fran Sheff-Mauer**

I am a creative director whose work has been seen everywhere from the Super Bowl to YouTube and beyond.

My traditional and digital work has been recognized nationally and internationally with Cannes Lions, Effie Gold and Silvers (also a finalist for the Grand Effie), One Show Interactive, and more.

As I have evolved, I am doing branding and design work for non-profit organizations and small businesses.

I am a do-gooder.

Working in New York on 9/11— like many of my colleagues, I felt at a loss to do something to help my fellow New Yorkers. To do something meaningful and to teach my young daughter that we needed to make a difference.

What I learned then is what I know now. We need the courage to show up. Show up in communities that need help, hope, and healing - Volunteer in your hometown to make a difference, do an afternoon of service. We all can find the time.

And that no matter our age, we can make a difference in the world.

Combining my love of New York, design, and my personal need to Pay-It-Forward, I am a Consultant for Marketing and Branding for New York Says Thank You Foundation. A growing national and global "Pay-It-Forward" service movement. We have done projects in all 50 states and around the world. I am responsible for branding and developing content and print, video, and digital materials. In 2015 we launched Stars of HOPE® Box of HOPE, the first service project that people can do at home or in the office. I have designed all materials and packaging for this project. We have developed a social campaign, "LOVE is stronger than hate." (LISTH). Merchandise is sold at the 9/11

Memorial Museum Store. During the 4th quarter of 2019, we have begun the HOPE Across America Tour; I designed a custom-designed 36-foot bus traveling the country to communities suffering from disaster and loss.

Since COVID, developed a digital version of the Stars of HOPE project. Over 6000 stars were turned into 250 banners for hospitals, nursing homes, schools, and firehouses to honor First Responders across the country (and Italy!)

I grew up in New York graduated from Newhouse School of Communications and the College of Visual and Performing Arts at Syracuse University. I continue to take design classes at SVA. I have lectured at Syracuse University, College of VPA, and Johns Hopkins University on advertising and design. After six years, I stepped off the Weston Historical Society Board and the Board of DailyClout. This technology company created tools to make it easy to find bills and legislation and help make the government more transparent.



7. Interview of Pat Glass for Beautification  
Committee: **No motion**

---

# PATRICIA GLASS

Weston, CT 06883

300 817 1111

## Background Information

- Weston resident since 1987
- Children attended to the Weston School System from elementary through high school..
- Served on many educational committees including a year as Weston Middle School PTO President.
- Adjunct professor of Psychology at Norwalk Community College for four years.
- Member of the Weston Garden Club for over 15 years. Served as co-president for five years.
- Obtained my Master Gardening Certificate at the Bartlett Arboretum in 2014.
- Presently, a sales agent at William Raveis Real Estate in Westport.
- Avid gardener, beach walker, dog lover, bird watcher and grandmother to four lovely and lively grandchildren under the age of six.

## Education

B.A. St. John's University, New York

M.A. St. John's University, New York

Master Gardener Certification

Licensed Realtor

**8. Interview of Debbie Sollinger for the Commission on Children and Youth: No motion**



9. Appointment of Mark Brennan to the Historic District Commission for a term to end December 31, 2024: **I move to appoint Mark Brennan to the Historic District Commission for a term to end December 31, 2024**

## Mark Brennan

TEST MANAGER, PROJECT MANAGER, and BUSINESS ANALYST with demonstrated expertise to deliver results for a variety of IT projects. Steadily promoted with increasing responsibility. Successfully built relationships between the business and technical communities. Created high quality software systems that enable the business to thrive.

### EXPERIENCE

#### **Deloitte Touche Tohmatsu Limited**

##### SENIOR MANAGER, COMPLIANCE SYSTEMS

Stamford, CT 2011 - present

- Organized and managed acceptance testing for key Deloitte software systems. Created SharePoint test tracking and assignment tool for Deloitte's Global Independence team. Wrote and edited test scripts, managed review process and got final approvals. Collaborated with on-site and remote testers to thoroughly test new software releases. Wrote bug reports and managed the defect resolution process. Run exploratory test sessions to get rapid and accurate insight into system enhancements.
- Automated acceptance tests and manual processes using Python and Selenium. Built and maintained automation framework and managed deployments using Microsoft VSTS and Git. Tested new features with pytest.
- Draft business requirements. Align with off-shore development teams to ensure that they fully understand them. Built relationships with off-shore teams to ensure project activities were completed efficiently and accurately.
- Designed and built MS Access reports for the Global Independence team. These reports automated manual processes that had previously been done with spreadsheets.

#### **Allegient Systems, Inc**

##### BUSINESS SYSTEMS ANALYST

Wilton, CT 2009 - 2011

- Documented business requirements for the selection of new business intelligence software. Collaborated with technical team to evaluate the product that best met Allegient's needs. Wrote reports using InetSoft and Pentaho BI tools.
- Created use cases for new releases of Allegient's litigation cost management software. Followed the RUP methodology to create business vision, requirements attributes, use case, and target organizational assessment documents.

#### **Fujifilm Medical Systems USA, Inc**

##### PROJECT MANAGER (Consultant)

Stamford, CT 2009

- Managed the transition to an FDA regulated service management system for medical imaging equipment. Coordinated the work of business, quality, and information technology teams. Ensured that all work met FDA quality standards.
- Analyzed data and identified service contracts that were not migrated from the legacy system to the new one. This resulted in the savings of millions of dollars of revenue each month and it increased customer satisfaction.

#### **Synapse Group Inc, a subsidiary of Time Inc**

##### BUSINESS ANALYST AND PROJECT LEADER

Stamford, CT 2003 - 2008

Business analysts and project leader on software development projects using Java, J2EE, Unix, Business Objects and Oracle.

Significant projects included:

- An E-commerce system for sale of consumer magazines. This system was a three-tier application that used the Apache web server, a business layer implemented using WebLogic, and an Oracle database. It generated over a million magazine subscriptions each year and could handle hundreds of thousands of visits a day.
- Mission critical intranet applications, such as a sales campaign management system.
- Web service systems for exchange of data with vendors and partners.
- Marketing business intelligence and reporting systems. The goal of these was to analyze customer behavior in order to improve profits through better marketing campaigns.
- Web analytics data warehouse. This improved Synapse's understanding of the performance of its on-line campaigns. Synapse used this information to create more profitable promotions and sites.
- Gathered requirements by interviewing individual users and by meeting with groups of users.
- Validated requirements with business users and technical staff. Secured approvals to proceed with project.
- Wrote business requirements and functional specifications. Included textual use cases to describe how business processes should function. Used MS Visio to create flowcharts and UML use cases, sequence diagrams, and activity diagrams.
- Documented non-functional requirements such as performance, scalability, and security (including PCI compliance for systems with credit card data).
- Analyzed data using Business Objects, Excel, SQL, TOAD, and Access.
- Documented how data should be migrated from legacy applications to new systems.
- Provided leadership to cross-functional teams encompassing software developers, analysts, systems administrators, and

**10. Appointment of Amy Rapawy to the Marketing and Communications Advisory Committee for a term to end June 30, 2024: I move to appoint Amy Rapawy to the Marketing and Communications Advisory Committee for a term to end June 30, 2024**

testers. Created plans using MS Project and ensured that team delivered all components on time.

- Employed Synapse's software development life-cycle on all projects. This was a flexible methodology that included an iterative approach for projects with volatile requirements or a more traditional waterfall approach when working with legacy systems.

**TECHNICAL LEADER**

Stamford, CT 2001 - 2003

- Managed teams of Java and Oracle software developers during design, construction, testing, and implementation of Synapse intranet applications.
- Designed and developed web applications to help Synapse manage its relationships with magazine industry clients and provides referential data to a transactional sales system.
- Created technical documentation for software systems.

**PROGRAMMER/ANALYST**

Stamford, CT 1998 – 2001

- Designed, built, and implemented multiple intranet applications using Java and Oracle.
- Worked with users to determine project requirements. Wrote functional specifications and secured user approval.
- Investigated problems and resolved user queries.

**International Masters Publishers, Inc**

**PRODUCTION CONTROLLER**

Stamford, CT 1995 - 1998

**Longmeadow Press, Inc, a unit of Waldenbooks, Inc**

**PRODUCTION ASSISTANT**

Stamford, CT 1994 - 1995

**Zokeisha Publications, Inc**

**EDITORIAL ASSISTANT**

New York, NY 1991 - 1994

**United States Navy**

**INTELLIGENCE ANALYST**

1987– 1991

- Supervised photographic interpretation branch of a naval photo-reconnaissance squadron.
- Commanded team of intelligence analysts at US military headquarters in Naples, Italy during the 1991 Persian Gulf War.

**CIVIC ORGANIZATIONS**

**Weston Volunteer Fire Department**

**FIREFIGHTER**

Weston, CT 2018 – present

- IT Committee

**Glenbrook Fire Department**

**EXECUTIVE BOARD MEMBER-AT-LARGE**

Stamford, CT 2016 - 2018

**PRESIDENT**

Stamford, CT 2007 - 2016

- Administer volunteer fire department with twenty members.
- Coordinate use of department's firehouse with equipment, vehicles and professional staff from the Stamford Fire Rescue Department and from Stamford Emergency Medical Services.
- Handle \$175,000 annual operational budget and \$75,000 capital budget.

**FIREFIGHTER**

Stamford, CT 2001 - 2016

- Responds to all manner of municipal emergencies.
- Trained to Connecticut standards for Firefighter I

**EDUCATION**

- Central Connecticut State University – current student in the Public History MA program
- Manhattan College, Bronx, NY, Bachelor of Arts, History/International Studies



## AMY RAPAWY

### OVERVIEW

Senior marketing executive with 24 years of experience building premium/better brands. Expertise in creating omni-channel, DNA-led brand platforms, collaborations, and cause programs that build community, culture, conversion, and long-term brand value.

### EXPERIENCE

#### CENTRIC BRANDS

Feb 2021 - Present

##### *Senior Vice President, Corporate Marketing*

- Leads a marketing/art/photo studio team of 9 for a \$2B fashion organization that licenses/owns brands and manufactures product across kids, accessories, beauty, entertainment sleepwear, men's and women's apparel.
- Developed corporate external storytelling strategy to position Centric Brands as a best-in-class licensee, brand owner, and place to work.
- Re-focused Centric Brands corporate social media channels and community, growing engagement and followers 20% organically.
- Author of strategic and creative business acquisition decks that win new business.
- Establishing Centric Brands philanthropy platform through qualitative and quantitative research.
- Founding member of task force that is developing Centric Brands sustainability platform and goals.
- Content creation for licensed and owned brands including; still and video shoots, social media gifs/filters, influencer/ambassador campaigns, and brand building community platforms.

#### 7 FOR ALL MANKIND

Sept 2019 - Dec 2020

##### *Chief Marketing Officer*

- Led a marketing/art team of 10, focused on incremental growth, for a \$155M global dual-gender premium denim brand.
- Created best-in-class digital flagship experiences.
  - +27% in homepage views and +26% page views YoY. Digital business trending up 11% vs LY.
- Drove sell-thru of strategic seasonal key items thru Omni-channel initiatives.
  - Coated denim category 30% of sales.
  - Launched Men's Tech category with a 65% sell-thru.
- Acquired new audiences through innovative digital content.
  - YTD 2020 48M impressions, 90% new visitor rate.
- Activated social tools for brand discovery and engagement.
  - GIPHY stickers: 1M views. AR filters: 32M impressions, 9M opens, 5M captures.
- Piloted new live-selling social and on-site formats with strategy to scale on success.
  - Delivered 5M impressions and encouraging early read selling over \$20k.
- Developed Community First platform to embed in 55 Full-price/Outlet fleet stores as contributing members of communities.
  - Weekly high single to double digit sales increases and +11% in weekly traffic.
  - Post-COVID re-opening outreach program generated \$350k in sales.
- Implemented vendor provided photography model for department store accounts that drove +10-point conversion improvement and improved speed to site by 6-8 weeks.
- Founding member of task force that developed the pledge: 80% of 7FAM products will have sustainable properties by 2023.
- Produced global content with an evolved narrative reflective of current culture and sentiment.
- Crafted development of Love For All Mankind cause program designed to support sustainability and youth education programs.
- Authored the 7 University program for on-going associate engagement, education, and to stimulate a culture of learning.
- Responsible for a \$4M annual budget.

#### RACHEL ROY / TOPSON DOWNS

Oct 2014 - Sept 2019

##### *Senior Vice President, Marketing, Ecommerce, Licensing*

- Led a marketing/art team of 7 for an all-in \$50M personified apparel brand.
- P&L and re-launch responsibility for Ecommerce business including team members, selection/implementation of new technology platform and 3PPs.

- Achieved double digit margin and revenue growth.
- Oversight of partner selection, product development, and marketing for licensed categories: Swim, Outerwear, Hosiery, Home, Bedding, Throws, Optical, and Jewelry.
  - Drove approx. \$2.5M in royalty revenue.
- Launched Curvy (plus-size) business with 15% YTD ecommerce growth.
- Drove awareness and revenue through creation of signature brand platforms:
  - Self Rule: Empowerment message with benefit t-shirt. 43M impressions, 15k donation.
  - Entrepreneurship platform: Amplification of designer Rachel Roy as a female founder leading to speaking/panel engagements and ultimately a UN Women Global Champion appointment.
- Deep experience working in an IPCO/OPCO business structure.
- Responsible for a \$2M annual budget.

## **THE JONES GROUP**

**Mar 1999 - Aug 2014**

**Senior Vice President, Marketing, 2008 to August 2014**

**Vice President, Marketing 2004-2008**

**Director of Marketing, 2002- 2004**

**Rachel Roy, Brian Atwood, Rafe New York, Jones New York, Easy Spirit**

- Led a Marketing/PR/Creative team of 14 with cross-functional management of visual, retail development, store planning, in-house photography studio.
- Drove awareness and revenue through creation of signature brand platforms and hero item activations:
  - Rachel Roy collaborations:
    - Jewelry w/R&B singer Estelle: 35M impressions, \$14k sales on Facebook store, +136% increase in follower acquisition.
    - Apparel w/Amar'e Stoudamire/NBA: 425M impressions, 27% sell-thru.
  - Jones New York Empowering Your Confidence:
    - 5BM impressions, +33% increase in JNY.com sales, \$370k store tour
  - Easy Spirit cross-country tour events tied to department store partners:
    - Spirit of Country: 20-30% sales lift per tour stop
    - What Is Comfort: 15-25% sales lift per tour stop
- Created CSR/philanthropic brand platforms and activations:
  - Jones New York: JNY In The Classroom (501c3) supporting America's teachers.
    - \$6M raised & donated to non-profits, 60k cause t-shirts sold.
  - Rachel Roy: Kindness Is Always Fashionable partnerships with global women artisans to support women & children's causes.
    - 383M organic impressions, 6,000 product units, \$200k donated.
  - Easy Spirit: Freedom Walk For Education.
    - \$350k donated to Scholarship America.
- Generated 15% organic growth YoY for Rachel Roy & Brian Atwood social channels.
- Designed Full-price/Outlet experiences including visual merchandising, signage, events, and direct mail programs for over 200 store locations.
- Strategy/execution for brand launches: Jones New York Signature, RACHEL Rachel Roy, C&T Costello Tagliapietra
- Responsible for a collective \$22M annual budget

## **NINE WEST GROUP INC.**

**Jun 1997 - Mar 1999**

**Marketing Manager, 1998 - 2002 Easy Spirit Retail & Outlet Division**

**Marketing Coordinator, 1997 - 1998 - Enzo Angiolini, C/K Calvin Klein**

## **EDUCATION**

IONA COLLEGE, Hagan School of Business, New Rochelle, NY

**Master of Business Administration, Marketing, 2002, with Honors**

Member, Beta Gamma Sigma Honor Society

ITHACA COLLEGE, Ithaca, New York

**Bachelor of Arts, 1997, Cum laude**

Major: Journalism

**11. Approval of tax refunds totaling \$7,859.81: I  
move to approve tax refunds totaling \$7,859.81: I  
move to approve tax refunds totaling \$7,859.81,  
as presented**

2020-3-50010	ACAR LEASING LTD	554.27	2/11/2022	8au1v3
2020-3-50012	ACAR LEASING LTD	816.97	2/11/2022	aa68028
2020-3-50039	ACAR LEASING LTD	634.14	2/3/2022	AM08088
2020-3-50080	ACAR LEASING LTD	582.48	2/3/2022	SAUMON
2020-3-50008	ACAR LEASING LTD	544.6	2/3/2022	1ALHP0
2020-3-50034	ACAR LEASING LTD	571.33	2/3/2022	AL40091
2020-4-80159	BONAFIDE ALESSANDRA	278.17	2/3/2022	AZ99639
2020-3-52179	FINANCIAL SER VEH TRUST	210.26	2/3/2022	AM21250
2020-3-52178	FINANCIAL SER VEH TRUST	442.02	2/3/2022	AM06799
2020-3-53467	JONES JOHN	536.43	2/3/2022	AM74803
2019-3-55480	NISSAN INFINITI LT LLC	329.85	2/3/2022	AG26672
2020-3-55821	RASCO CATHERINE	108.7	2/3/2022	AV76352
2020-3-56095	RUDOLPH RICHARD	374.63	2/3/2022	186RWC
2019-4-81055	TOYOTA LEASE TRUST	525.2	2/3/2022	AV65899
2020-3-57118	TOYOTA LEASE TRUST	1014.92	2/3/2022	AV65899
2019-3-58496	VW CREDIT LEASING LTD	205.07	2/3/2022	2AFFJ3
2019-3-57945	VW CREDIT LEASING LTD	50.33	2/3/2022	AL08278
2019-3-57858	VW CREDIT LEASING LTD	80.44	2/3/2022	4AMBW3
	TOTAL	7859.81	SUBMITTED FOR 3/3/22 MEETING	



**12. Approval of the minutes from the Board of Selectmen Special Meeting on February 24, 2022:  
I move to approve the unapproved minutes from the Board of Selectmen's Special Meeting held February 24, 2022**

**Board of Selectmen  
Special Meeting Minutes  
February 24, 2022 at 12:00 PM  
Meeting to be held remotely due to Covid 19**

1. **Call to order:** First Selectwoman Nestor called the meeting to order at 12pm, also in attendance were Selectman Martin Mohabeer, Selectwoman Amy Jenner and Town Administrator Jonathan Luiz
2. **Executive Session to discuss pending litigation:** Selectwoman Jenner moved to enter into executive session at 12.01pm with Town Attorney Ira Bloom and Town Administrator Jonathan Luiz for the purpose of discussing pending litigation. Selectman Mohabeer seconded this. The motion carried unanimously. Executive Session ended at 2.02pm.
3. **Adjournment:** Selectwoman Jenner moved to adjourn at 2.02pm. Selectman Mohabeer seconded this. The motion carried unanimously.

Minutes submitted by: Sara Beer, Executive Administrative Assistant

**13. Executive Session to discuss pending litigation: I move to enter into executive session with Jonathan Luiz for the purpose of discussing pending litigation**

**14. Adjournment: I move to adjourn**