

**Board of Selectmen
Special Meeting Agenda
April 3, 2023 7:30 pm
Meeting held via Zoom**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/84957919613>

Join by Phone: 646 558 8656

Webinar ID: 849 5791 9613

1. Call to Order
2. Pledge of Allegiance
3. Discussion / Decision to refer the pickleball courts to the: 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Historic District Commission for Certificate of Appropriateness subsequent to approval of CGS 8-24
4. Acceptance of the resignation of Irene Nohavec, Assistant Tax Collector
5. Discussion / Decision to approve a supplemental appropriation of \$5,000 for Wendy Petty
6. Discussion regarding scheduling of public hearing pursuant to Section 8.5 and 7.7 of the Town Charter for purposes of potential removal of current members of the Board of Ethics
7. Approval of minutes from the March 16, 2023 Regular Board of Selectmen Meeting and March 21, 2023 Special Board of Selectmen Meeting, as presented
8. Adjournment

3. Discussion / Decision to refer the pickleball courts to the: 1) the Planning & Zoning Commission for a report pursuant to Connecticut General Statute Section 8-24; and 2) the Historic District Commission for Certificate of Appropriateness subsequent to approval of CGS 8-24

PICKLEBALL

AT TOWN CENTER



HISTORY: PICKLE BALL POPULARITY AND FUNDING

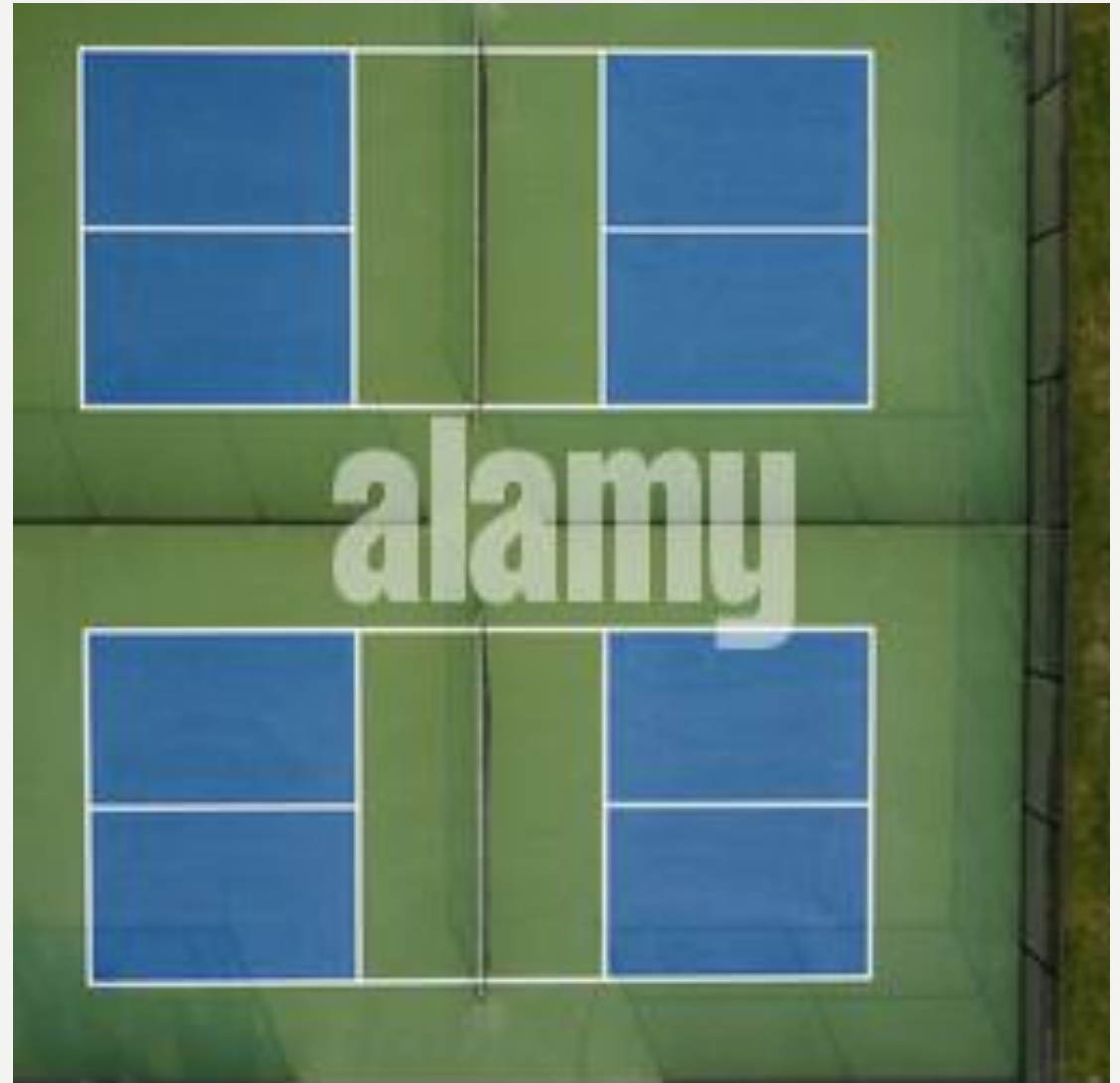
- Pickleball is the most publicly requested activity of the Parks & Recreation Department
- Construction of Town Pickleball courts was the number one priority for the Parks & Recreation Commission in the Town Capital budget for the 2022-2023 Budget.
- Pickleball is the fastest growing sport in the country.
- The Town received ARPA funds for various needed Town projects.
- The Town BOS and BOF approved the distribution of ARPA funding which included Pickle ball courts.
- The ARPA projects were then approved by the Special Town Meeting machine ballot vote in June 2022.
- Any costs outside the ARPA funds will be paid for by the Enterprise Fund.

HISTORY: WHY THE ONION BARN?

- The Parks & Recreation Commission and Department searched for locations where the Pickleball courts could be constructed. Various parcels were studied and were deemed potentially inappropriate due to either the future planning needs of the Facilities Optimization committee (Playground area at the Board of Education Administration building property) or the proximity to wetlands or flood plains (Bisceglie- Scribner Park).
- Other areas were deemed to not have parking capability and needed too much groundwork to clear. (property between Hurlbutt core building and the Norfield Church)
- The proposed Location was identified in to be the grass area at the Onion Barn that has adequate parking in place and was located in a central proximity to the Town Hall, School fields ,The Parks & Recreation Department and the Senior Center.
- The Onion Barn has a flat grass area currently which is surrounded by split rail fence and is not used for any specific purpose which will house the exact dimensions needed for two courts to be constructed.
- A section of the blacktop parking lot where the food pantry once stood will be removed and grass planted to remediate any run off from the upper parking lot.
- Weston Parks & Recreation will maintain the courts and two portable aluminum bench seating areas will be provided for the facility.
- The Town will provide screening to limit the visibility of the courts from the road.

PICKLE BALL COURTS

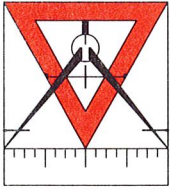
- The project area is surrounded by the onion barn, gravel parking, woodland, and a paved municipal parking lot.
- The proposed site development includes the construction of a new 66' x 66' pickleball courts in an area that currently exists as lawn.
- The courts will be surrounded by a chain link perimeter fence with wind screen mesh.
- To facilitate the pickleball courts a portion of the gravel parking lot will need to be removed and the emergency gravel access drive will need to be relocated.
- Evergreen screening trees are proposed to screen the courts from Weston Road.



THANK YOU

WESTON PARKS & RECREATION
COMMISSION





McChord Engineering Associates, Inc.

Civil Engineers and Land Planners

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

March 29, 2023

Parks & Recreation Department
Jarvis House
47 Norfield Road
Weston, CT 06883

Re: Engineering Summary
Proposed Pickleball Courts
56 Norfield Road, Weston, CT

Dear Mr. Ungar:

This office has been commissioned by the Town of Weston to prepare an engineering summary for the proposed development associated with new pickleball courts at 56 Norfield Road. The following is an engineering summary of the existing conditions and proposed development.

The pickleball courts are proposed on town property behind the historic onion barn. The project area is surrounded by the onion barn, gravel parking, woodland, and a paved municipal parking lot. There is an emergency gravel access drive that connects the two parking lots. Topography on the site consists of gradual slopes that drain west towards Weston Road. There are existing stormwater management systems that control runoff from the site.

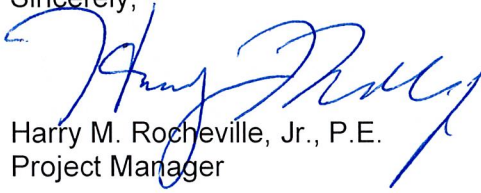
The proposed site development includes the construction of a new 66' x 66' pickleball courts in an area that currently exists as lawn. The courts will be surrounded by a chain link perimeter fence with wind screen mesh. To facilitate the pickleball courts a portion of the gravel parking lot will need to be removed and the emergency gravel access drive will need to be relocated. An existing decommissioned utility pole will be removed as it will be impacted by construction. Evergreen screening trees are proposed to screen the courts from Weston Road.

The proposed site development associated with the pickleball courts maintains existing drainage patterns on site. Runoff from the existing parking lots and lawn are captured by catch basins and routed to an underground detention system that overflows to the town storm sewer system in Weston Road. A portion of the existing parking lot east of the pickleball courts will be removed to compensate for the impervious area being created. A perimeter drain will be installed to capture runoff from the pickleball courts and surrounding area. The runoff will be conveyed to the existing underground detention system. Refer to the "Site Development Plan, Proposed Pickleball Court" prepared by this office dated March 29, 2023, for additional information. An Impervious Area Summary is attached to this letter showing that there is no increase in impervious area as a result of the proposed development.

Soil and erosion controls, including silt fence, will be employed to protect any downgradient properties, downgradient drainage systems and the existing gravel parking lot during construction. These controls will remain in place until the site is stabilized and permanent vegetative cover has been established. Any excess material excavated from the property will be trucked away in order to minimize the amount of stockpiled material on-site.

It is the opinion of this office that the proposed site development associated with the pickleball courts will have no adverse impacts to adjacent property owners or any downstream drainage systems.

Sincerely,

A handwritten signature in blue ink, appearing to read "Harry Rocheville, Jr.", is written over the typed name and title.

Harry M. Rocheville, Jr., P.E.
Project Manager

Attachments

Impervious Area Summary

Proposed Pickleball Courts

56 Norfield Road, Weston, CT

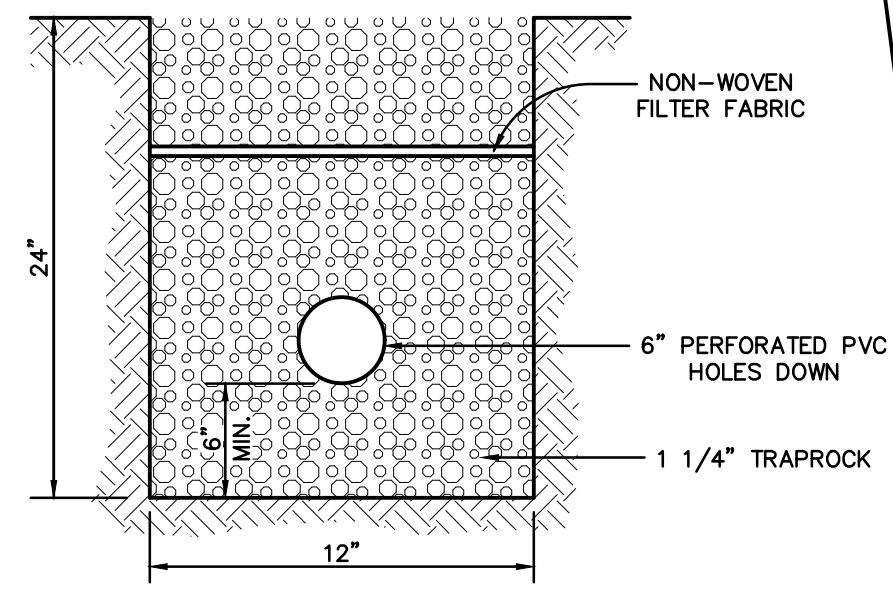
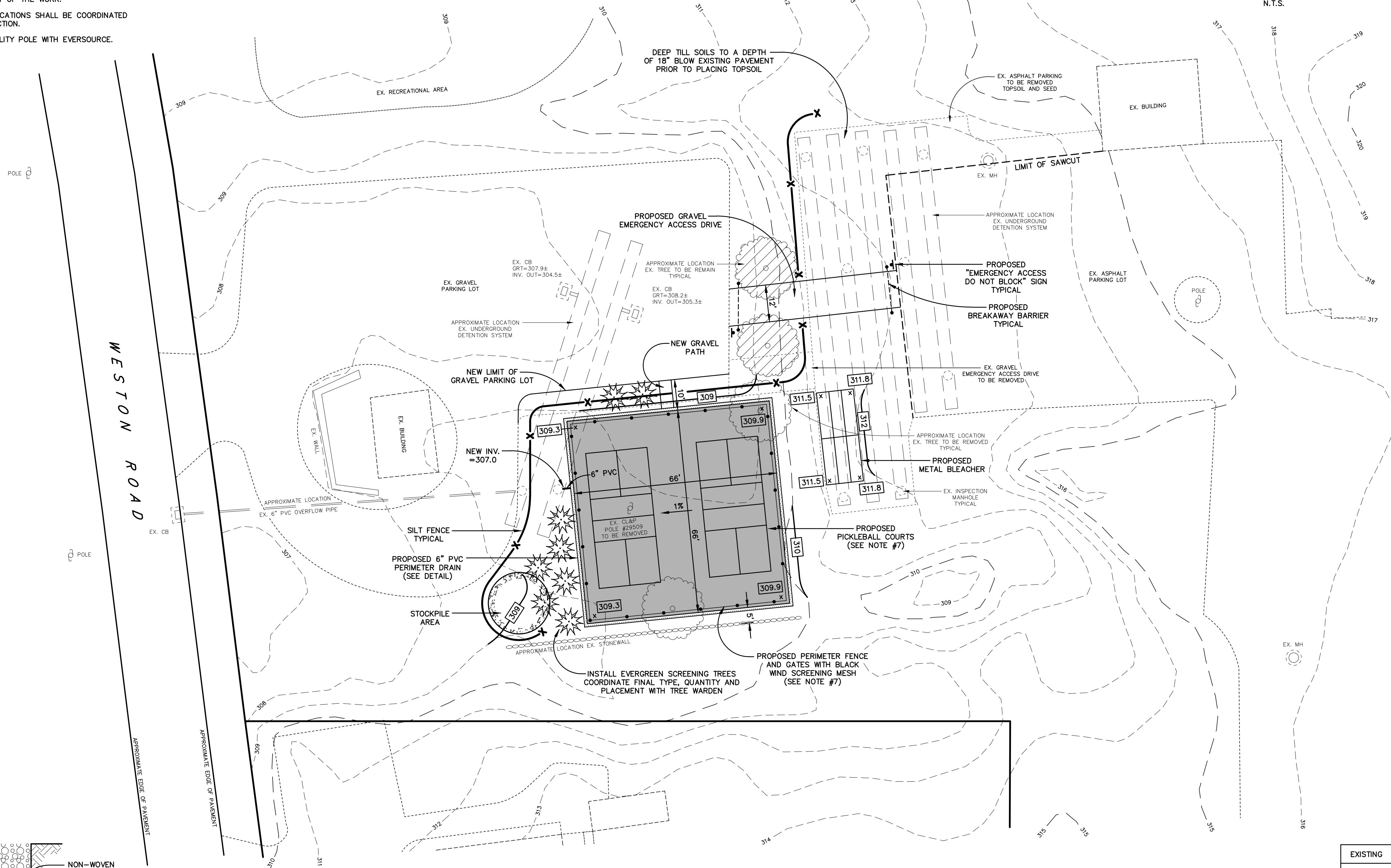
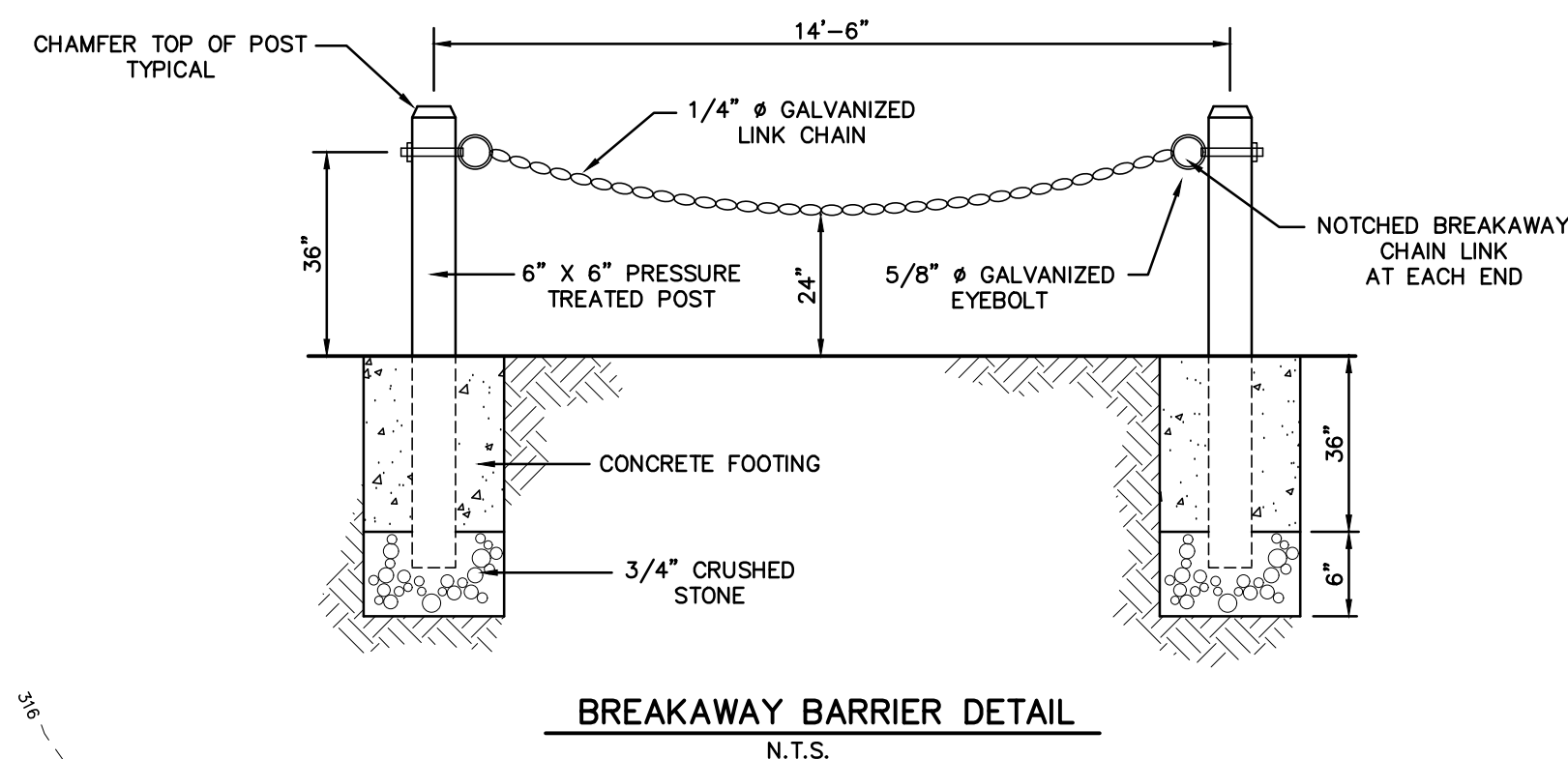
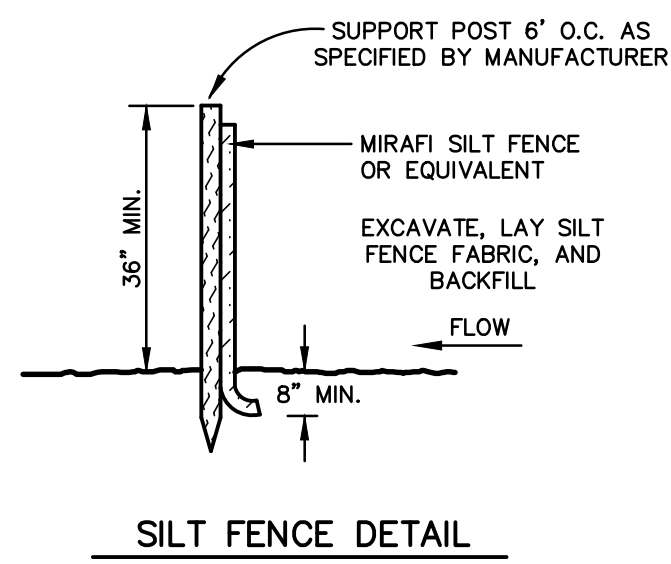
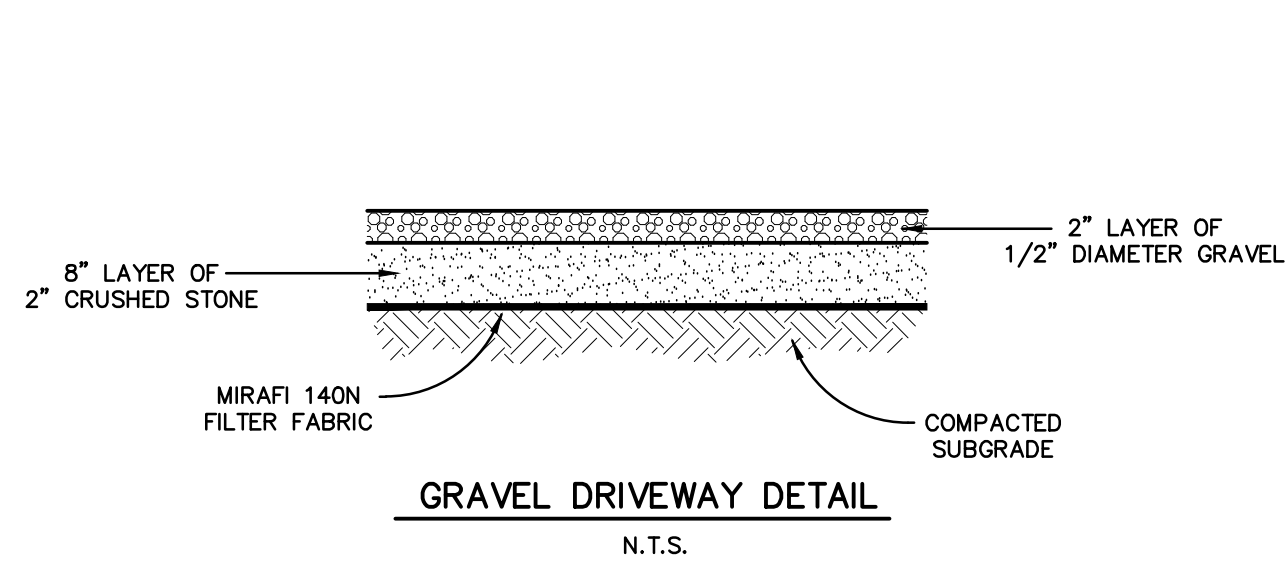
Impervious Area Created	Area (ft²)
Proposed Pickleball Courts	4,355
Relocated Emergency Access Drive	655
Total	5,010

Impervious Area Removed	Area (ft²)
Paved Parking Lot	4,390
Gravel Parking Lot	440
Existing Emergency Access Drive	325
Total	5,155

Net Decrease in Impervious Area	145
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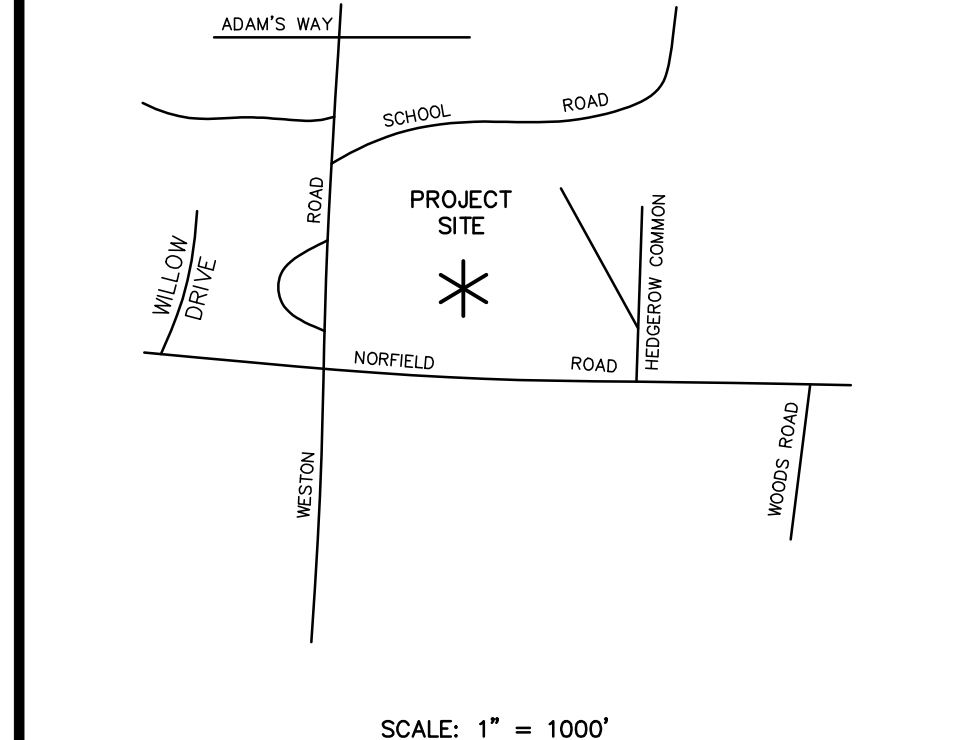
NOTES:

- EXISTING UTILITIES, STRUCTURES, TOPOGRAPHY AND PROPERTY LINE INFORMATION SHOWN HEREON ARE TAKEN FROM THE WESTON GIS SERVICE.
- 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 CONSTRUED 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 SITE GRADING, STORMWATER MANAGEMENT, PARKING LOT MODIFICATIONS, AND SOIL EROSION CONTROLS ASSOCIATED WITH THE NEW PICKLEBALL COURT.
- THE STORMWATER MANAGEMENT FACILITIES SHOWN ON THIS PLAN, IF PROPERLY INSTALLED AND MAINTAINED, SHALL CONTROL THE STORMWATER RUNOFF FROM THE SITE IN CONFORMANCE WITH THE WESTON DRAINAGE POLICY.
- 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.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS PRIOR TO THE COMMENCEMENT OF THE WORK.
- PICKLEBALL COURT AND FENCE SPECIFICATIONS SHALL BE COORDINATED WITH HINDING TENNIS COURT CONSTRUCTION.
- COORDINATE REMOVAL OF EXISTING UTILITY POLE WITH EVERSOURCE.



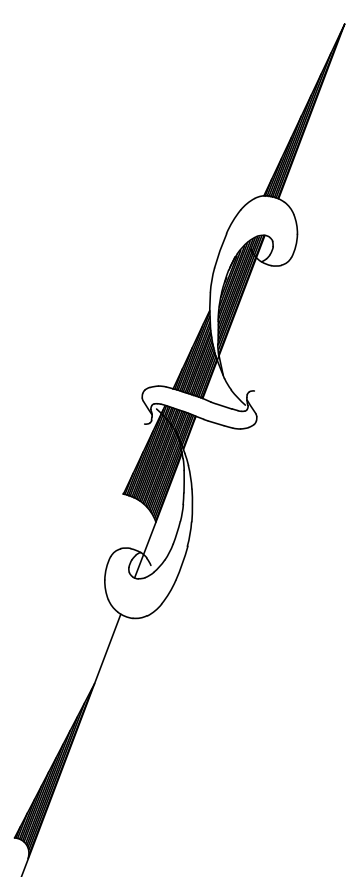
LEGEND

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]	N.A.	[Symbol]
[Symbol]	N.A.	[Symbol]
[Symbol]	N.A.	[Symbol]
[Symbol]	N.A.	[Symbol]
[Symbol]	N.A.	[Symbol]
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Orientation

No.	Date	Revisions or Submissions
1	3-29-23	ISSUED FOR MUNICIPAL APPROVAL



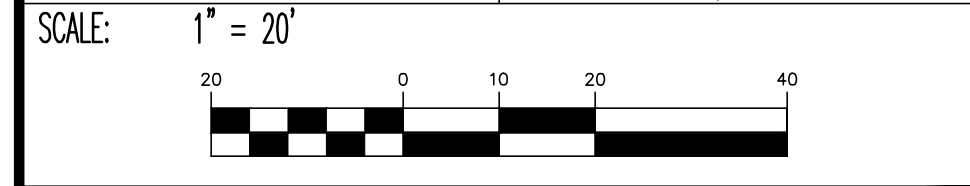
THIS DRAWING AND DETAILS ON IT, AS AN INSTRUMENT OF SERVICE, IS THE PROPERTY OF THE ENGINEER AND MAY BE USED FOR THIS SPECIFIC PROJECT AND SHALL NOT BE LOANED, COPIED OR REPRODUCED WITHOUT THE WRITTEN CONSENT OF THE ENGINEER.

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

PLAN PREPARED FOR
 TOWN OF WESTON
 WESTON, CONNECTICUT

SITE DEVELOPMENT PLAN
 PROPOSED PICKLEBALL COURT
 56 NORFIELD ROAD
 WESTON, CONNECTICUT

JOB NO.: 2284A-1 DATE: MARCH 29, 2023
 DRAWN BY: DRS CHECKED BY: TSN, HMR



SCALE: 1" = 20'

SIGNATURE: _____ DRAWING NO.: SE1

4. Acceptance of the resignation of Irene Nohavec, Assistant Tax Collector



Darcy Barrera-Hawes, Executive Assistant <executiveassistant@westonct.gov>

Fwd: Resignation

1 message

Samantha Nestor <snestor@westonct.gov>

Fri, Mar 31, 2023 at 12:59 PM

To: "Darcy Barrera-Hawes, Executive Assistant" <executiveassistant@westonct.gov>

Please adjust.

Samantha Nestor
First Selectwoman
Town of Weston
203-222-2656

----- Forwarded message -----

From: **Jonathan Luiz** <jluiz@westonct.gov>
Date: Fri, Mar 31, 2023 at 12:58 PM
Subject: Fwd: Resignation
To: Samantha Nestor <snestor@westonct.gov>

FYI

----- Forwarded message -----

From: **Irene Nohavec** <inohavec@westonct.gov>
Date: Fri, Mar 31, 2023 at 12:34 PM
Subject: Resignation
To: Jonathan Luiz <jluiz@westonct.gov>
CC: Cathleen Neblett <cneblett@westonct.gov>

Jonathan and Cathleen,

There has been a change of plans regarding my resignation date. I will be leaving today 3/31/2023.

Thank you,
Irene Nohavec

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null

6. Discussion regarding scheduling of public hearing pursuant to Section 8.5 and 7.7 of the Town Charter for purposes of potential removal of current members of the Board of Ethics

Chapter C. Town Charter

Article 7. ELECTIONS

Section 7.7. Removal

An elected Official may be removed from office by the Board of Selectmen upon its finding of good and sufficient cause for such removal. The Official affected by such removal process shall be given notice thereof and an opportunity to appear and be heard at a public hearing before the Board of Selectmen. Willful malfeasance, willful neglect of duty, inability to serve, conviction of a felony, abandonment of office or material violation of Article 10 or the Town's Code of Ethics, as well as any circumstance described in Section 9.10(f), shall constitute cause for removal.

Chapter C. Town Charter

Article 8. APPOINTED OFFICERS, BOARDS AND COMMISSIONS

Section 8.5. Vacancies and Removals

- (a) Vacancies in appointed Officers, Boards or Commissions shall be filled for the unexpired term by vote of the Board of Selectmen, unless otherwise provided in the statutes, ordinance or resolution creating the same. The Board of Selectmen shall give Public Notice of any such vacancy.
- (b) Any appointed Official may be removed for (i) any of the reasons set forth in Section 7.7, or (ii) failure to attend three consecutively scheduled meetings of the Official's Board or Commission without having given the Chairman or Vice-Chairman of such entity prior notice of such absence with reasons therefor, so long as in either case the process for such removal mandated by Section 7.7 is adhered to. In addition, except as otherwise provided by law, any appointed Official (other than the Town Attorney (but see Section 8.6(a)(i), below)) may be removed from office or from membership on such Board, Commission or committee for any reason by the Board of Selectmen; provided that, if the individual is affiliated with a political party, an affirmative vote to remove such individual is cast by at least one Selectman who is of the same party as the person so removed.

7. Approval of minutes from the March 16, 2023 Regular Board of Selectmen Meeting and March 21, 2023 Special Board of Selectmen Meeting, as presented

**Board of Selectmen
Regular Meeting Minutes
March 16, 2023 at 7:30 pm
Meeting held via Zoom**

1. **Call to Order:** First Selectwoman Samantha Nestor called the meeting to order at 7:30 pm. Also in attendance were Selectman Mohabeer, Selectwoman Jenner, Town Administrator Jonathan Luiz, Attorney Doug LoMonte of Berchem Moses, Adam Teff of Titan Energy, and members of the public.
2. **Pledge of Allegiance:** The Board of Selectmen led in the recitation of the Pledge of Allegiance.
3. **Discussion/decision to approve a land lease option and lease agreement between the Town of Weston and Greenskies Clean Energy, LLC with the understanding that Special Town Meeting approval is ultimately necessary:** Adam Teff of Titan Energy gave a presentation on the solar development services at Weston Transfer Station which included an introduction to Titan Energy, process overview, RFP result overview, project overview, project timeline, and how non-residential energy solutions (NRES) solar works. Mr. Teff answered questions from the Board of Selectmen. Attorney Doug LoMonte of Berchem Moses, PC, discussed the lease agreement and answered questions from the Board of Selectmen. Greenskies will have to get approval from the CT Department of Energy and Environmental Protection (DEEP) and Weston Planning and Zoning Commission for this project, and will need to be approved by a Special Town Meeting no later than July 14, 2023. Selectman Mohabeer made a motion to approve the presented land lease option and lease agreement between the Town of Weston and Greenskies Clean Energy, LLC with the understanding that Special Town Meeting approval is ultimately necessary. Selectwoman Jenner seconded the motion. Motion passed unanimously.
4. **Discussion/decision to approve a supplemental appropriation of \$1,478 to cover benefits costs associated with Larry Roberts providing facilities oversight and facilities project management for the duration of Fiscal Year 2023:** Selectwoman Jenner made a motion to approve a supplemental appropriation of \$1,478 to cover benefits costs associated with Larry Roberts providing facilities oversight and facilities project management for the duration of Fiscal Year 2023. Selectman Mohabeer seconded the motion. Motion passed unanimously.
5. **First Selectwoman's Budget Update. For background information visit <https://www.westonct.gov/government/municipal-departments/finance>:** First Selectwoman Nestor gave an update on the fiscal year 2023-2024 budget request that was reviewed by the Board of Finance at their March 14, 2023.
6. **Acceptance of Donald Gumaer's resignation from the Commission on Aging:** Selectwoman Jenner made a motion to accept the resignation of Donald Gumaer from the Commission on Aging. Selectman Mohabeer seconded the motion. Motion passed unanimously.
7. **Approval of Tax Refunds:** Selectman Mohabeer made a motion to approve tax refunds totalling \$23,703.87. Selectwoman Jenner seconded the motion. Motion passed unanimously.
8. **Approval of minutes from the February 16, 2023 9:30 am, February 16, 2023 5:00 pm, and March 7, 2023 Special Board of Selectmen Meetings:** Selectwoman Jenner made a motion to approve the unapproved minutes from the February 16, 2023 9:30 am, February 16, 2023 5:00 pm, and March 7, 2023 Special Board of Selectmen Meetings, as presented.

9. Executive Session pursuant to C.G.S §§ 1-200(6)(B): (1) Discussion of strategy and negotiations with respect to pending claims or litigation – *Town of Weston v. Gregg and Jennifer Haythorn*, Freedom of Information Commission, Executive Session pursuant to C.G.S §§ 1-200(6)(E) and 1-210(b)(10) – (2) Discussion of attorney-client privileged communications; (3) Collective Bargaining Strategy; and (4) Discussion regarding a personnel matter (Town Administrator): First Selectwoman Nestor made a motion to enter into executive session Executive Session pursuant to C.G.S §§ 1-200(6)(B): (1) Discussion of strategy and negotiations with respect to pending claims or litigation – *Town of Weston v. Gregg and Jennifer Haythorn*, Freedom of Information Commission, Executive Session pursuant to C.G.S §§ 1-200(6)(E) and 1-210(b)(10) – (2) Discussion of attorney-client privileged communications; (3) Collective Bargaining Strategy; and (4) Discussion regarding a personnel matter (Town Administrator). Invited to attend for discussion items 1 and 2 were Town Administrator Jonathan Luiz and Attorney Nick Bamonte of Berchem Moses. Invited to attend for discussion items 3 and 4 was Town Administrator Jonathan Luiz. Selectman Mohabeer seconded the motion. Motion passed unanimously. Executive session commenced at 9:09 pm and ended at 10:51 pm.

The Board of Selectmen made remarks and thanked Jonathan Luiz for his years of service in Weston.

10. Adjournment: Selectwoman Jenner made a motion to adjourn. Selectman Mohabeer seconded the motion. Motion passed unanimously. Meeting adjourned at 10:55.

Minutes submitted by Darcy Barrera-Hawes, Executive Administrative Assistant

**Board of Selectmen
Special Meeting Minutes
March 21, 2023 4:00 pm
Meeting held via Zoom**

1. **Call to Order:** First Selectwoman Samantha Nestor called the meeting to order at 4:00 pm. Also in attendance were Selectman Martin Mohabeer, Selectwoman Amy Jenner, and members of the public.
2. **Executive Session pursuant to C.G.S §§ 1-200(6)(A) - Discussion regarding a personnel matter:** Selectwoman Jenner made a motion to enter into executive session pursuant to C.G.S §§ 1-200(6)(A) for purposes of discussion regarding a personnel matter. Invited to attend were Town Administrator Jonathan Luiz, Finance Director Rick Darling, Payroll and Benefits Administrator Katie Buch, and Attorney Christopher Hodgson of Berchem Moses. Selectman Mohabeer seconded the motion. Motion passed unanimously. Executive session commenced at 4:01 pm and ended at 5:03 pm.
3. **Adjournment:** Selectwoman Jenner made a motion to adjourn. First Selectwoman Nestor seconded the motion. Selectman Mohabeer was not present for the motion to adjourn. Motion passed unanimously.

Minutes submitted by Darcy Barrera-Hawes, Executive Administrative Assistant