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**BOARD OF SELECTMEN
REGULAR MEETING
March 20, 2019**

Present: Norman M. Needleman, First Selectman
Stacia R. Libby, Selectman
Bruce M. Glowac, Selectman

Norman Needleman called the meeting to order at 7:09 p.m.

Approval of Agenda:

Motion was made by Norman Needleman to approve the Agenda with one addition under New Business - Town of Essex Representative to Superintendent Selection Committee. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Stacia Libby to approve the March 6 Meeting Minutes. Bruce Glowac seconded the motion. All in favor.

Motion was made by Stacia Libby to approve the March 6 Budget Meeting Minutes. Bruce Glowac seconded the motion. All in favor.

Informational Items, Communications and Correspondence

Finance Director Kelly Sterner presented two handouts to the Board of Selectmen. An Expenditure Summary by Budget as of March 20, 2019 and Budget Projections for fy 2017-2018 through 2022-2023. Ms. Sterner reported the teacher's pension contribution is included in the fy 2019-2020 budget request.

Ms. Sterner reported the breakeven mill rate would be 21.71 and a hypothetical for illustration purposes with a budgeted deficit of \$125,000 would be a mill rate of 21.59.

Ms. Sterner presented 5-year budget projections to the Board of Selectmen. The Selectmen discussed that over the 5 years the Town could possibly end up with a flat mill rate even considering what has been done for capital projects and that the Town is in excellent financial shape.

The Board of Finance will set the mill rate after the budget passes.

Mr. Needleman reported that we are on track for the highest number of building permits ever in Essex history.

Public Announcements / Comment: None

OLD BUSINESS: None

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NEW BUSINESS:

Retirement Board

Members of the Retirement Board presented a request to the Selectmen to possibly set up an investment policy subcommittee (IPC) and why they felt the need for the addition of a smaller committee. Peter Decker reported that this sub-committee's primary goal would be to facilitate and assist the Town of Essex in setting up and developing appropriate investment guidelines and policies for each of the Town's pension plans. The role of the IPC would be to review more technical investment considerations of the various pension plan accounts and to interact more proactively with the investment manager of the plan.

There was further discussion on how the board might be able to attract members with specific skill sets to serve on the IPC who would be able to discuss and understand investment policy.

Mr. Needleman inquired as to how the Retirement Board was originally created, what was its original purpose, and how it is structured. He further reported that we have a point of contact at Town Hall. He was also wondering if we should be considering restructuring the whole Retirement Board, or if we need to just create this subcommittee.

Ms. Whaley-Wexler stated that the purpose of a Retirement Board is to provide independent members of a management team when there is a conflict. The board looks at things objectively. It follows the rules and doesn't get into personnel issues. There was further discussion that the administration role is separate from the policy role. The roles are separate to make sure there are always checks and balances.

Ms. Whaley-Wexler reported another difficulty is getting a quorum at the Retirement Board meetings. Ellen stated that you wouldn't need to have a quorum with the sub-committee, which would be acting as an analytical subset of the board, because they cannot make any decisions, but they can make recommendations to the Retirement Board.

Mr. Needleman inquired about restructuring the membership of the Retirement Board. Possibly reducing the Retirement Board down to four (4) members, or another option discussed was to possibly have a Retirement Board consist of five (5) regular members and two (2) alternate members.

Ms. Whaley-Wexler reported she is really looking for an analytical team. Mr. Needleman asked the Board find out what pension attorney Bruce Barth thinks about a sub-committee.

There was discussion that the ideal makeup of the Retirement Board would ideally be an accountant, an actuary, a broker, and someone who has good analytical skills. There was also discussion of having a member from the Board of Finance, a member from the Board of Selectmen, a member from the Fire Department, and two members of the public. Mr. Needleman reported that he has always tried to appoint people to the Retirement Board who have specific skill sets.

Appointments and Resignations Board and Commissions None

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Ordinances

Amendment and Restatement of the Ordinance Creating the Harbor Management Commission in Conjunction with its Rules and Regulations

There was discussion on the Amendment to the Harbor Management Ordinance.

Motion was made by Stacia Libby to approve and add the Amendment and Restatement of the Ordinance Creating the Harbor Management Commission in Conjunction with its Rules and Regulations to a Public Hearing and a Special Town Meeting for the Legislative Body's approval. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Permanent Access Easement

The Planning Commission had voted at their February 22, 2019 meeting to issue a favorable comment on the proposed easement across Town property on Dump Road in favor of Connecticut Light and Power Company d/b/a Eversource Energy (Eversource), finding no inconsistencies with the Plan of Conservation and Development, but recommended that the proposed easement agreement be amended to require that Eversource maintain the easement in a manner appropriate to the intended use.

The Board of Selectmen need to approve and recommend and grant Eversource, together with its successors, a permanent access road easement (Copy of easement be found in the Town Clerk's Office) which will provide Eversource access to its existing right-of-way.

Motion was made by Norman Needleman to approve and add the granting of a permanent access road easement to the Connecticut Light and Power Company d/b/a Eversource Energy located at 1 Dump Road, Essex, CT 06416 to a Town Meeting for the Legislative Body's approval.

Schedule Public Hearing

Motion was made by Stacia Libby to set a Public Hearing on Wednesday, April 3, 2019 at 4:45 pm in Conference Room A. Bruce Glowac seconded the motion. All in favor.

Set Town Meeting

Motion was made by Stacia Libby to set a Special Town Meeting on Wednesday, April 3, 2019 immediately following the public hearing at 4:45 pm in Conference Room A. Bruce Glowac seconded the motion. All in favor.

Essex Representative to Superintendent Selection Committee

The Region 4 Supervision District Committee is looking for a new superintendent to replace Superintendent of Schools Dr. Ruth Levy, who is retiring on June 30. The Selectmen submitted their Essex Representative recommendation.

Motion was made by Norman M. Needleman to recommend Terry Stewart as the Essex Representative to be on the Superintendent Selection Committee. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

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Public Comment: None

SELECTMEN GENERAL DISCUSSION:

There was discussion that Region 4 Board of Education announced the appointment of Mr. Mathew Espinosa to the position of Principal at John Winthrop Middle School.

Mr. Needleman reported that one of the part time constables is anticipated to be out for 6 to 9 months due to a medical procedure and we are actively looking for a part time interim replacement.

Mr. Needleman reported that the new Animal Control Officer Caitlyn Sikora started on March 15. The Town is looking at hiring a weekend Animal Control Officer and is actively looking.

Mr. Needleman reported the Town is working on obtaining an audit on all Town street lights.

Mr. Needleman reported the Town is looking at doing updates and office improvements in the Police Department, such as changing the ceiling and installing new lights.

There was discussion on the possibility of the Town obtaining a drone with infrared capabilities, so they can see heat in the dark. A good drone with this type of technology typically will cost between \$15,000 - \$20,000. The drone could assist in finding fires or finding people lost in the woods. There was discussing that donations could help pay for the drone equipment.

Ms. Sterner reported to the Board of Selectmen that she was working with the Park and Recreation Director Mary Ellen Barnes in finding ways to install Wi-Fi in Town parks. Ms. Sterner reported that they had met with Comcast and to install Wi-Fi in Main Street Park, Comcast would trench service from the street to the public restrooms storage area where the equipment would be housed. Ms. Sterner presented to the Selectmen the proposal which contained three internet speed options for comparisons and pricing.

Motion was made by Norman Needleman to adjourn the meeting at 8:25 p.m. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli