

**Disclaimer.** Please note, these Minutes have yet to be approved. Check with the department or Town Clerk for updated versions.

**BOARD OF SELECTMEN  
REGULAR MEETING  
November 6, 2019**

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

Bruce Glowac called the meeting to order at 5:00 p.m.

**Approval of Agenda:**

**Motion** was made by Norman Needleman to approve the Agenda. Bruce Glowac seconded the motion. All in favor.

**Approval of Minutes:**

**Motion** was made by Norman Needleman to approve the October 2, 2019 Meeting Minutes. Bruce Glowac seconded the motion. All in favor.

**Informational Items, Communications and Correspondence**

Norman Needleman announced the Town of Essex achieved Sustainable CT Bronze certification. Congratulations to the Sustainability Committee for all their hard work.

**Public Announcements / Comment:**

A couple of residents from Pond Meadow asked if the Selectmen could do anything about a generator that was constantly running. The neighbors were complaining that the constant noise was annoying. Mr. Needleman reported that the Town of Essex does not have a noise ordinance. Mr. Needleman reported the Town reached out to the homeowner and worked with them and have resolved the issue of the generator running constantly.

**OLD BUSINESS:** None

**NEW BUSINESS:**

**Appointments and Resignations Board and Commissions**

**Motion** was made by Stacia Libby to recommend the following **Board of Selectmen appointments** to the Annual Town Meeting on November 18. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

**Harbor Management Commission**

Jeffrey Going  
Joseph Zaraschi  
Susan Malan (alternate)

**Park & Recreation Commission**

John J. Bean Jr.  
Virginia Willetts  
Brette Fitton

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**Water Pollution Control Authority**  
Randel Osborne

**Zoning Board of Appeals**  
Ward Feirer  
Timothy Furgueson

**Zoning Commission**  
Robert Day  
Jeffrey Lovelace (alternate)

Norman Needleman reported the following **First Selectman appointments** that will go to the Annual Town Meeting on November 18:

**Conservation Commission**  
Jeffrey Lovelace  
Frank Hall  
Roger Field (alternate)

**Economic Development Commission**  
Elizabeth D'Amico  
Brian Weinstein  
Peter Decker

**Inland Wetlands Commission**  
Andre Roussel  
Daniel Lapman  
William Furgueson (alternate)

**Planning Commission**  
Erin Bogan

**Other Post-Employment Benefits "OPEB" Trust Document**  
The Selectmen decided to table this item to their next meeting.

**Motion** was made by Stacia Libby to table the OPEB Trust Document. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

**Zoning Regulations Text Amendment Draft**

**Motion** was made by Stacia Libby to table this to the next meeting. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

**2020 Holiday Schedule**

**Motion** was made by Stacia Libby to approve the 2020 Town of Essex Holiday Schedule. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

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### **2020 Board of Selectmen Meeting Schedule**

**Motion** was made by Bruce Glowac to approve the 2020 Board of Selectmen Meeting Schedule. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

### **Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures**

**Motion** was made by Bruce Glowac to approve the Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

**Schedule Public Hearing** None

**Set Town Meeting** None

**Public Comment:** None

### **Job Descriptions**

**Motion** was made by Norman Needleman to approve the two (2) job descriptions listed below. Stacia Libby seconded the motion. All in favor.

1. Building and Grounds Superintendent
2. Assistant to the Finance Director II

### **SELECTMEN GENERAL DISCUSSION:**

#### **Budget Meeting Dates**

The Board of Selectmen scheduled the following Budget Meeting Dates:

Wednesday, February 19, 2020 at 5:00

Wednesday, March 4, 2020 immediately following the 5:00 pm regular meeting

Wednesday, March 18, 2020 at 5:00 (if needed)

Norman reminded everyone that:

- The Annual Report Dedication will be at 6:30 on Monday, November 18 in the Auditorium
- The Annual Town Meeting will be at 7:00 pm on Monday, November 18

#### **House number on mailboxes**

There was discussion of possibly creating an ordinance to reinforce the rule of requiring a house or mailbox to be numbered or clearly marked so emergency services can find them when necessary.

#### **Four (4) Year Term for Essex First Selectman**

There was discussion of returning the First Selectman term to a four (4) year term starting in 2021.

#### **Town Clerk / Tax Collector**

There was discussion of looking into converting the Town Clerk and Tax Collector positions from elected positions to appointed positions.

#### **River Road Sidewalk**

There was discussion that the River Road sidewalk project would be on the next grant application. The Selectmen would like to keep moving forward on this idea and they would also like to schedule a

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meeting with the Town Planner to see if this project could be on the Council of Government transportation improvement list.

Mr. Needleman stated that he hopes that the State of Connecticut Office of Policy and Management will reinstate the Small Town Economic Assistant Program (STEAP). This grant allowed Towns to complete projects that they could never afford to do.

Evans' Lane

This is pending and a court date has not been set.

Underground Power Lines

There was discussion of installing underground power lines in and around Essex. It was determined that although not out of the question, it is very expensive to place power lines underground.

**Motion** was made by Bruce Glowac to adjourn the meeting at 6:30 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria P. Lucarelli