

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

**BOARD OF SELECTMEN
SPECIAL MEETING
January 15, 2020**

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

Bruce Glowac called the meeting to order at 7:00 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 December 18, 2019 Meeting Minutes. Bruce Glowac seconded the motion. Stacia abstained. Motion carried.

Informational Items, Communications and Correspondence

2020 Election

There was discussion regarding a letter from Denise W. Merrill pertaining to the 2020 election and the likelihood that the registrar and town clerk offices may be seeking additional funding for the upcoming election. The election is anticipated to be one of the busiest elections, with the most voters in Connecticut's history.

Kudos to Essex Fire Engine Co. #1 and the Essex Fire Marshal and All Mutual Aid Departments

The Selectmen thanked everyone involved in helping at the Black Seal fire on Main Street in Essex.

Fire Safety & Fire Protection Meeting

The First Selectman and Fire Marshal have scheduled an informational meeting in the auditorium on February 5 at 6:00 pm. This meeting will provide Fire Prevention Education for everyone. It is free and all are welcome to attend.

Vehicle Safety Alert

There are new reports of cars being stolen in our tri-town area. Please remember to lock your car!

Public Announcements / Comment:

Finance Director Kelly Sterner presented to the Board of Selectmen:

- The Town of Essex Financial Statements as of and for the year ended June 30, 2019
- The State Single Audit for the year ended June 30, 2019
- Communication with Those Charged with Governance for the year ended June 30, 2019.

These can all be found on the Town web site www.essexct.gov under the Finance Department.

Ms. Sterner also presented to the Selectmen the Town of Essex General Fund Statement of Revenues, Expenditures & Changes in Fund Balance Budget (Final) and Actual for the last 20 years.

OLD BUSINESS: None

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NEW BUSINESS:

Appointments and Resignations Board and Commissions

Norman Needleman reported the following **First Selectman appointments**:

Representative South-Central Emergency Medical Services Council

Norman Needleman re-appointed Judith Reynolds as the Representative for the South-Central Emergency Medical Services Council for term January 1, 2020 to January 1, 2021.

Animal Control Officer

Norman Needleman re-appointed Caitlyn Sikora as the Animal Control Officer for term January 1, 2020 to January 1, 2021.

Job Descriptions

Motion was made by Bruce Glowac to approve the one (1) job description listed below. Stacia Libby seconded the motion. All in favor.

1. Mechanic & Equipment Repair

Resolution – Regional Performance Incentive (RPI) Program

Motion was made by Bruce Glowac to approve the Regional Performance Incentive (RPI) Program Resolution of Endorsement and Authorization (see attached). Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

Schedule Public Hearing None

Set Town Meeting None

Public Comment / Announcements: None

SELECTMEN GENERAL DISCUSSION:

An Update on the Essex Village Downtown Quick Build Project The Selectmen agreed that some of the 2018-2019 UConn Civil Design Team ideas that address the concerns of parking, biking, and pedestrian networks within the Village of Essex are very good, but some of the ideas would just not work. The Selectmen discussed looking at all the proposals and deciding and/or selecting at the next Selectmen's meeting which ideas the Town is willing to try. Then the Selectmen would set a public hearing to get citizen feedback and input. Mr. Needleman was interested in finding out if there would be any risks associated with any of the recommendations.

Flooding on Pratt Street

Mr. Needleman reported that he has asked the Town Resident Trooper Mark Roberts to investigate a better way to alert residents when there is flooding at the bottom of Pratt Street.

OPM Small Town Economic Assistance Program (STEAP) Grant Options

The Selectmen reported the State Bond Commission approved \$15 million in STEAP funds. The application is anticipated to open during the month of January. The Town of Essex has several projects and is planning on submitting an application.

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River Road Sidewalks

Mr. Needleman reported that the Planning Commission met and discussed installing sidewalks on River Road. Mr. Needleman reported the sidewalk project would be a good application for a capital project which would provide more connectivity and more sidewalks and better economic activity to help people walk.

Sustainable CT

Mr. Needleman reported the Sustainable CT committee has made significant progress. The committee is re-visiting the installation of electric vehicle charging stations in Town and possibly creating a Town video and/or holding a lecture series in Town. The two proposed locations for charging stations are in the Town Hall parking lot and the post office parking lot.

Bridge Quote – River Road Cost Estimates

The Selectmen discussed costs associated with rehabilitation of Bridge No. 04663 on River Road over Falls River in Essex. There was discussion on whether to close the bridge completely during rehabilitation, or to close half the bridge with a detour, or to repair the bridge. There was also discussion on whether to seek a grant or have the Town do it. The question is can it be fixed or does it have to be replaced or is there something that can be done that is more economical.

Water Pollution Control Authority

The Selectmen were discussing possibly amending and restating the Water Pollution Control Authority Ordinance to place the responsibility of water pollution control to the Board of Selectmen.

Planning and Zoning

There was discussion of the possibility of combining the Planning and Zoning Commissions.

Town Enforcement Officers Help Avoid Problems in the Future

The Selectmen discussed that by having good enforcement officers (Zoning, IWWC, Building, Fire Marshal) helps avoid problems in the future.

Collective Bargaining Agreement between Town of Essex and Council 4, AFSCME

Mr. Needleman reported that the Union Contract with Town Employees is beginning their negotiations.

Town Hall Building

There was discussion that the new fire doors recently installed in the stairwells look great. These new doors have windows which let in the natural light. The Town is also planning on replacing the rear stairwell railings with new railings that would match the front stairwells. There are plans to remove the plaster siding near the police offices and installing face brick. The Selectman also wanted to know what happened to the interior doors at the back of the auditorium, why they were removed, and whether they can be reinstalled.

Motion was made by Bruce Glowac to adjourn the meeting at 8:14 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria Lucarelli



Selectmen's Office

www.essexct.gov

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Board of Selectmen:
Stacia R. Libby
Bruce M. Glowac

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Regional Performance Incentive (RPI) Program Resolution of Endorsement and Authorization

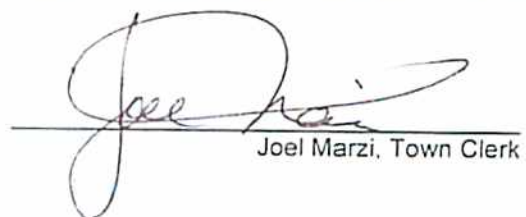
The Board of Selectmen of the Town of Essex convened on January 15, 2020 and adopted a resolution by the vote of 3 to 0 which endorsed the **Regional Performance Incentive Program** proposals listed below, referenced in Connecticut General Statutes Section 4-124s.

1. Lower CT River Valley Council of Governments Regional Parcel Service and Update
Update of digital parcel maps in the 17-member municipalities of RiverCOG
2. State of Connecticut Municipal Boundaries Survey
Statewide project being led by WestCOG to survey the state's municipal boundaries to create better digital maps statewide
3. Emergency Radio System Enhancement Project for Valley Shore PSAP and the Lower River Valley Council of Governments
Upgrades to regional emergency communication system to benefit all RiverCOG municipalities and Colchester and Marlborough
4. Chester, Deep River and Essex Radio System Upgrades
New radios for emergency responders in Chester, Deep River, and Essex which are compatible with the state emergency radio system
5. Regional Building Department Feasibility Study and Building Department Record Digitization Project
Feasibility study for setting up a shared multi-town building department in the Lower Connecticut River Valley Region and digitalization of building department records in Chester and Killingworth

In addition, the Board of Selectmen has authorized RiverCOG, to act on this endorsement by signing all necessary agreements and take all necessary actions related to this proposal to enter into a binding agreement with the Office of Policy and Management according to terms of the RPIP grant program.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town of Essex this 16th day of January, A.D. 2020.

Attested to by:


Joel Marzi, Town Clerk