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**BOARD OF SELECTMEN
REGULAR MEETING
June 21, 2023**

Present: Norman M. Needleman, First Selectman
Stacia R. Libby, Selectman (Via Zoom)
Bruce M. Glowac, Selectman

Norman Needleman called the meeting to order at 7:05 p.m.

Selectman Needleman welcomed everyone to the Board of Selectmen in person and remote public access meeting via Zoom.

In attendance: Selectman Norman M. Needleman, and Selectman Stacia R. Libby (via Zoom) and Selectman Bruce M. Glowac.

Others in attendance: Tracey Celentano and Kelly Sterner.

Approval of Agenda:

Motion was made by Stacia Libby to approve the agenda with the addition of Executive Session – Pending Litigation. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Bruce Glowac to approve the May 24, 2023 Regular Meeting Minutes. Stacia Libby seconded the motion. All in favor.

Informational Items, Communications and Correspondence

The Key to Town Hall

There was discussion that an envelope arrived at Town Hall containing a large heavy gold key with 'TOWN OF ESSEX CT.' engraved on the side. The key was given to Jan and Anita Vanden Beemt who lived in Essex more than 20 years ago and a family member returned it back to the Town.

Student Request for a Skate Park

The Town also received a 3-page handwritten letter from an Essex Elementary School student requesting a Skate Park in Essex. The letter listed the pluses and minuses of having a skate park in Town. The Selectmen will consider his thoughts and will be sending a letter back to the student.

Reminder to refrain from Stapling, or Tacking any Signs to Trees or Poles

The Selectmen wanted to remind residents to refrain from stapling or tacking any signs to trees.

CONNECTICUT STATE STATUTES STATES: Connecticut has no overall state statute prohibiting placing posters on all public property. But there are specific sections of statute that prohibit it for specified objects on certain types of public property. Connecticut statute sets a \$50 maximum penalty for each offense for anyone who "affixes to a telegraph, telephone, electric light or power pole, or to a tree, shrub, rock or other natural object in any public way or grounds, a playbill, picture, notice, advertisement or other similar thing, or cuts, paints, or marks such tree, shrub or other natural object, except for the purpose of protecting it or the public and under a written permit from the town or borough tree warden, city forester, or commissioner of transportation..." (CGS § 23-65(a)).

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Public Announcements / Comment: None

OLD BUSINESS:

Capital Committee: Mr. Glowac had nothing new to report but suggested allotting a significant amount of time at the next Selectmen's meeting to review and prioritize items on the list that need to be addressed.

NEW BUSINESS:

Appointments and Resignations Board and Commissions

The First Selectman appointed Augie Pampel as the Essex Tree Warden for a one-year term to become effective July 16, 2023 through July 16, 2024.

Bob Doane resigned as interim inland wetlands officer and Carey Duques assumed the responsibilities of the inland wetlands officer.

Open Town Board and Commission positions can be found at
https://www.essexct.gov/sites/g/files/vyhlf3116/f/uploads/boards_and_commissions_website_30.pdf

The application to join a Board or Commission can be found at:
https://www.essexct.gov/sites/g/files/vyhlf3116/f/file/application_to_volunteer_for_board_or_commission_fillable_4_13_18.pdf

Board and Commission Vacancies

Conservation Commission – 1 Regular Members
Conservation Commission – 2 Alternate Members
Park and Recreation Commission – 2 Alternate Members

American Rescue Plan Funds:

The remaining balance is \$289,331. These funds must be committed by December 31, 2024 and spent by December 31, 2026.

Purchasing Policies and Procedures

The Selectmen reviewed the Purchasing Policies and Procedures as presented and made a few amendments.

Motion was made by Bruce Glowac to approve and recommend the Purchasing Policies and Procedures with the amendments to the Board of Finance. Stacia Libby seconded the motion. All in favor.

Credit Card Policy

The Selectmen reviewed the Credit Card Policy as presented.

Motion was made by Bruce Glowac to approve the Credit Card Policy. Stacia Libby seconded the motion. All in favor.

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River Road Sidewalk Appropriation Request

Motion was made by Norman Needleman to table this agenda item until the July 5th meeting. Bruce Glowac seconded the motion. All in favor.

State Unit on Aging ARPA Funds

ARPA funds have been set aside by the Dept of Aging and Disability Services specifically for senior centers throughout the state. The allocation amounts were based on town demographics. Senior Centers include both municipal senior centers and 501(c)3 senior centers. Municipalities were directed to allocate their funding to the senior center in their municipality or that which serves their municipality. ARPA funds may only be used for purposes defined under “eligible uses” which includes facility improvements and programming. The Estuary will be using any ARPA funds received to complete a Wellness Center within the existing Senior Center. Applications for funds are due by June 28th.

Motion was made by Norman Needleman to approve designating the Estuary Council of Seniors as the beneficiary of the CT Department of Aging and Disability Services’ Senior Center ARPA funds totally \$24,616. Stacia Libby seconded the motion. All in favor.

Deauthorization of Unissued Bonds

The Town bonded for 8 million dollars. The Town did not use all the funding that was authorized. The Board of Finance approved to deauthorize and move to a Town meeting the remaining authorized unissued 2017 general obligation bond balance totaling \$1,414,555. The Board of Selectmen need to set the Town Meeting.

Set Public Hearing

The Selectmen set a Public Hearing for the first Wednesday in July to discuss the Short-Term Rental Ordinance Draft. Copies of said Ordinance are on the Town Website and on file in the Town Clerk’s office.

Motion was made by Bruce Glowac to set a Public Hearing for Wednesday, July 5 at 6:00 pm in Conference Room A. Stacia Libby seconded the motion. All in favor.

Set Town Meeting

Motion was made by Bruce Glowac to set a Special Town Meeting for Wednesday, July 5 at 4:55 pm in Conference Room A. Stacia Libby seconded the motion. All in favor.

Public Comment / Announcements: None

SELECTMEN GENERAL DISCUSSION:

EXECUTIVE SESSION

Motion was made by Norman Needleman to go into Executive Session at 7:45 pm for the purpose of discussion of a Pending Litigation. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Present: Selectmen Members: Norman M. Needleman, Bruce M. Glowac, and Stacia R. Libby.

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Motion was made by Norman Needleman to exit the Executive Session at 8:05 pm. Stacia Libby seconded the motion; it was unanimously approved. Motion carried.

Re-open the Regular Meeting:

The regular meeting resumed at 8:05 pm.

Motion was made by Bruce Glowac to adjourn the meeting at 8:05 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,
Maria P. Lucarelli