

**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 MINUTES  
January 17, 2024**

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

Norman Needleman called the meeting to order at 7:00 p.m.

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

Others in attendance: Finance Director Tracey Celentano.

**Approval of Agenda:**

**Motion** was made by Stacia Libby to approve the agenda. Bruce Glowac seconded the motion. All in favor.

**Approval of Minutes:**

**Motion** was made by Bruce Glowac to approve the January 3, 2023 Meeting Minutes. Stacia Libby seconded the motion. All in favor.

**Informational Items, Communications and Correspondence**

Selectman Needleman reported Public Works did a great job during both recent snow and ice storms. He also stated that a second machine for clearing the sidewalks will be purchased.

**Public Announcements / Comment:** None

**OLD BUSINESS:**

**Capital Committee:** Mr. Glowac had nothing new to report.

**Merit Service Retirement Plan**

The Selectmen and Peter Decker discussed the different Merit Service scenarios. Mr. Decker reported the Retirement Board met and voted on scenario 2 with a proposed benefit multiplier of \$23.00 for all years of service for active members only. This would not include terminated vested, nor retirees who are not currently active. This scenario will keep the benefit under the \$7,500 threshold. This scenario would be an additional retirement plan contribution increase of \$21,769 annually. Selectman Needleman stated that “active” would need to be defined and this change would need to be approved at a Town Meeting.

**Motion** was made by Norman Needleman to approve and recommend Amendment No. 2 to the Town of Essex Merit Service Retirement Plan to a public hearing and a special town meeting. Stacia Libby seconded the motion. All in favor.

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

**Signage** Selectman Stacia Libby reported she has been working with Public Works Director and discussing refurbishment of existing signs and/or new signage in Town.

#### 250<sup>th</sup> Anniversary

Selectman Libby reported she is meeting again in March with the committee. She also discovered there is a small grant of \$5,000 that was gifted for usage for this specific event.

### **NEW BUSINESS:**

#### **Appointments and Resignations Board and Commissions**

### **VACANCIES:**

#### **Park & Recreation Commission**

Vacancy (alternate)

Vacancy (alternate)

#### **Conservation Commission**

Vacancy

Vacancy

Vacancy (alternate)

Vacancy (alternate)

#### **Gateway Commission**

Vacancy

Vacancy (alternate)

#### **CT Water's Customer Advisory Council (CAC)**

Connecticut Water & Marine Water is asking the Town to appoint a resident of the community who is a customer of Connecticut Water to serve on CT Water's Customer Advisory Council (CAC). The purpose of the council is to enhance communications with their customers and communities. The meetings are held every 3 to 6 months via Zoom. Please let Selectman Needleman know if you are interested in representing the Town of Essex or call 860-767-4340 x 112 for more information.

#### **Gateway Commission**

The Town is looking for two representatives, a regular and an alternate for the Gateway Commission. The commission meets once a month on the fourth Thursday at 7 pm at RiverCOG or via Zoom. Meetings typically last between 1 to 2 hours. At the meeting, the commission members review all referrals. Additional information on this commission can be found at <https://ctrivergateway.org/about/>. Please let Selectman Needleman know if you are interested in representing the Town of Essex or call 860-767-4340 x 112 for more information.

Open Town Board and Commission positions can be found at

[https://www.essexct.gov/sites/g/files/vyhlif3116/f/uploads/boards\\_and\\_commissions\\_website\\_30.pdf](https://www.essexct.gov/sites/g/files/vyhlif3116/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/vyhlif3116/f/file/file/application\\_to\\_volunteer\\_for\\_board\\_or\\_commission\\_fillable\\_4\\_13\\_18.pdf](https://www.essexct.gov/sites/g/files/vyhlif3116/f/file/file/application_to_volunteer_for_board_or_commission_fillable_4_13_18.pdf)

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

The Selectmen discussed volunteering in Town. There was discussion of an initiative in getting kids interested in volunteering and teaching children the value of getting involved. The Town needs volunteers for Park and Recreation.

There was discussion of moving Centerbrook Meetinghouse invoices, such as garbage, oil, electricity, internet, etc. over to the Town. Selectman Needleman stated his assistant would work on moving everything over.

**American Rescue Plan Funds:** None

### **Board of Selectmen Meetings**

**Motion** was made by Stacia Libby to move the Board of Selectmen Meeting scheduled for Wednesday, February 7, 2024 at 5:00 pm to 7:00 pm. Bruce Glowac seconded the motion, it was unanimously approved. All in favor.

**Appropriations** None

### **An Ordinance Expanding the Membership of the Essex Board of Assessment Appeals**

**Motion** was made by Norman Needleman to table this item. Stacia Libby seconded the motion. All in favor.

### **Public Hearing**

**Motion** was made by Stacia Libby to set a Public Hearing on Wednesday, February 7, 2024 at 6:50 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 Town Meeting on Wednesday, February 7, 2024 immediately following the public hearing at 6:50 pm in Conference Room A. Bruce Glowac seconded the motion. All in favor.

### **TRAFFIC AUTHORITY**

**Motion** was made by Stacia Libby to enter Traffic Authority. Bruce Glowac seconded the motion. All in favor.

### **Essex Glen Drive Town Road Maintenance Agreement**

**Motion** was made by Norman Needleman to table this item. Stacia Libby seconded the motion. All in favor.

### **Essex Glen Drive Speed Limit**

**Motion** was made by Norman Needleman to approve and recommend the speed limit be set at 25 mph for Essex Glen Drive. Bruce Glowac seconded the motion. All in favor.

**Motion** was made by Stacia Libby to exit Traffic Authority. Bruce Glowac seconded the motion. All in favor.

**Motion** was made by Norman Needleman to move out of traffic authority at 7:45 pm. Bruce seconded the motion. All in favor.

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

**Public Comment / Announcements:** None

**General Discussion**

The Selectmen discussed briefly that the Essex Ambulance Association, the Centerbrook Meetinghouse, the Essex Fire Engine Company #1, Tri-Town Youth Services, and the Essex Transfer Station are expected to be budget drivers for the Town's 2024-2025 budget.

**Motion** was made by Bruce Glowac to adjourn the meeting at 8:25 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,  
Maria P. Lucarelli