

**BOARD OF SELECTMEN  
REGULAR MEETING  
October 5, 2016**

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

Norman Needleman called the meeting to order at 5:00 p.m.

**Approval of Agenda:**

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

**Approval of Minutes:**

**Motion** was made by Norman Needleman to approve the September 12 Special Meeting Minutes. Bruce Glowac seconded the motion. All in favor.

**Motion** was made by Norman Needleman to approve the September 21 Regular Meeting Minutes. Bruce Glowac seconded the motion. All in favor.

**Informational Items, Communications and Correspondence:**

A thank you letter was received thanking the Town for the speedy resolution of the Hanna Lane problem.

A letter of appreciation was received thanking Lisa Fasulo for how easy she was to work with and how efficient the process is in the Land Use Department.

A letter was received regarding the terrific job the Public Works Crew did removing downed tree limbs.

There was discussion on the New Fire Department Training Center which is up and running.

There was discussion that the Town of Essex was awarded the Small Town Economic Assistance Program (STEAP) Grant in the amount of \$491,887 for Centerbrook Village Main Street. The project is primarily sidewalks and streetscapes. The Selectmen thanked everyone who worked on the grant.

There was discussion that the Town of Essex was re-designated a HEARTSafe community.

**Public Announcements / Public Comment:** None

**OLD BUSINESS:**

**Capital Building Committee**

Bruce Glowac gave a progress report and reported that the Ivory Street Bridge project has begun. Mr. Glowac reported that the smoke detectors in the basement and the first floor of the Town Hall needed to be moved and also needed to be brought up to code and that new alarms have been ordered.

**Woodwinn Development Corporation / Clark's Pond Lane Subdivision**

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

## **NEW BUSINESS:**

**Appointments and Resignations Board and Commissions** None

### **Job Descriptions**

The following job descriptions were updated and presented to the Board of Selectmen for review. These job descriptions will be placed on the next Selectmen's agenda for approval.

1. Assistant to the Assessor
2. Building Official
3. Assistant Building Official
4. Animal Control Officer
5. Temporary Seasonal Staff (Park and Recreation)
6. Municipal Agent

### **Permit Fees – Essex Fire Engine Co. #1**

**Motion** was made by Stacia Libby to waive all of the Town of Essex Permit Application Fees for the Essex Fire Engine Co. #1. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

**Public Announcements / Public Comment:** None

**SELECTMEN GENERAL DISCUSSION:** None

## **EXECUTIVE SESSION**

**Motion** was made by Norman Needleman to go into Executive Session at 5:20 pm for the purpose of discussion of 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

Others: Selectmen's Assistant Maria P. Lucarelli

**Motion** was made by Norman Needleman to exit the Executive Session at 5:25 pm. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

### **Re-open the Regular Meeting:**

The regular meeting resumed at 5:26 pm and there was discussion on an agreement allowing the Town to plow and maintain the portion of Evans Lane extending past the Penkofflidbeck driveway without prejudice to the claims of any party as to the legal status of Evans Lane.

**Motion** was made by Bruce Glowac to authorize Norman Needleman to execute the Agreement on behalf of the Town of Essex. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

**Motion** was made by Norman Needleman to adjourn the meeting at 5:29 p.m. Bruce Glowac seconded the motion. All in favor.

Respectfully submitted,  
Maria P. Lucarelli

