

**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  
April 4, 2018**

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

Norman Needleman called the meeting to order at 5:06 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 Stacia Libby to approve the March 21 Meeting Minutes. Bruce Glowac seconded the motion. All in favor.

**Informational Items, Communications and Correspondence:**

First Selectman Needleman received a very nice call complimenting the Public Works Department today. The crew is doing a terrific job and is working efficiently and effectively.

The Selectmen also reported the Police Department is also working efficiently and effectively.

There was discussion about enforcement of blighted properties. The Selectmen stated that without a blight ordinance there is not much that can be done or enforced. There was further discussion that the Town Hall is receiving several complaints about a couple of properties in Town.

**Public Announcements / Comment:** None

**OLD BUSINESS:**

**Capital Committee:**

Bruce Glowac reported that the committee is meeting tomorrow. There was discussion that the first floor renovations are complete. The most difficult part of the renovations was due to pipes being moved and repairs made inside the walls. But the ground floor project is complete. The second floor bathrooms will be single stall bathrooms with locks and will also have changing tables.

There was discussion on changing the Town Hall floors from Ground Floor, First Floor, Second Floor to First Floor, Second Floor, and Third Floor.

There was discussion of extending the wood floor that is currently outside of the Town Clerk's office down through the hallway in front of the bathrooms and in front of the elevator.

There was discussion that the contractor's trailers near the Walnut Street Bridge will be removed shortly.

**NEW BUSINESS:**

**Appointments and Resignations Board and Commissions** None

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### **Job Descriptions**

**Motion** was made by Norman Needleman to approve the nine (9) job descriptions listed below. Stacia Libby seconded the motion. All in favor.

1. Custodian (Part Time)
2. Custodian (Full Time)
3. Landfill/Recycling Operator
4. Landfill/Recycling Supervisor
5. Tax Collector
6. Administrative Secretary II
7. Harbor Patrol Boat Operator
8. Town Clerk
9. Public Works Director

**Public Hearing** None

**Set Town Meeting** None

**Public Comment:** None

### **SELECTMEN GENERAL DISCUSSION:**

#### **Clean Energy Committee to Sustainability Committee**

Mr. Needleman reported that a recent Lower Connecticut River Valley Council of Government meeting, there was a presentation on becoming a sustainable Connecticut community. The Town of Essex currently has a committee called the Clean Energy Committee. The committee is an advisory committee. There was discussion on changing the group's name from Clean Energy to Sustainability Committee.

#### **Satisfaction Survey**

The Selectmen were pleased with the results of the recent survey and thanked everyone who participated.

**Motion** was made by Norman Needleman to adjourn the meeting at 5:48 p.m. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria P. Lucarelli