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**BOARD OF SELECTMEN
SPECIAL MEETING
October 24, 2014**

Present: Norman M. Needleman, First Selectman
Bruce M. Glowac, Selectman
Invited Guest Kelly Sterner
Speaker Phone: Attorney Joseph P. Fasi

Norman Needleman called the meeting to order at 2:09 p.m.

Approval of Agenda:

Motion was made by Bruce Glowac to approve the Agenda. Norman Needleman seconded the motion. Motion carried.

There was discussion on the Essex Elementary School roof being replaced during the summer of 2015. There was also discussion on the immediate need to replace and or repair the Walnut Street Bridge and the Ivory Street Bridges.

Process Going Forward

There was discussion on the bond process and whether to go to Town Meeting with a single request for bond authorization or to break up the requests by project.

Attorney Fasi stated that you certainly can do it with one resolution and one vote. The Town Meeting is the legislative body. Attorney Fasi stated that the legislative body can, at the Town Meeting, make changes.

Attorney Fasi discussed the "Single Purpose Rule". This rule disallows the practice of combining bonding authorizations for different purposes into a single vote. It requires that the legislative body of the Town must be given the opportunity to consider each purpose separately. This can be done at a referendum with related projects combined into a common purpose, such as, the Infrastructure Projects, the School Projects, the Town Hall Projects, Public Works Projects, and the Fire Apparatus Project. Then each purpose would have a separate question. Alternatively, the projects can be presented to the legislative body at Town Meeting. There would be opportunity to consider each purpose and possibly modify the bond authorization request. If desired, the Town Meeting can then be adjourned to referendum and the bonding authorization request can be combined into a single request to be voted on. The referendum must take place no less than 7 days or more than 14 days after the Town Meeting.

There was discussion on setting a Public Hearing at which the Selectmen would present the projects.

Attorney Fasi recommended having as many public hearings as needed. That way you can gather input and listen to comments, and make changes.

Based on Attorney Fasi's guidance, the Board of Selectmen will initiate the bond authorization process by setting the following at the November 5th Board of Selectmen Meeting:

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- Set the Public Hearing for November 19th at 7:00 pm in the Auditorium
- Set the Town Meeting for December 3rd at 7:00 pm in the Auditorium
- Set the Referendum anytime from December 10th to the 17th at 7:00 pm. The referendum must be set 7 to 14 days after the Town Meeting

There was discussion on changing the November 19th regularly scheduled Selectmen Meeting time to start immediately after the Public Hearing.

Attorney Fasi recommended that all Motions for appropriations contain the required reimbursement language.

Attorney Fasi said to keep in mind that prices change and he rarely sees bids come in within budget. So he urged the Town to look closely at the numbers to accommodate any price increases and to consider increasing the contingency for these projects. There is currently a lump sum contingency of \$670,000, which is not a lot for these types of projects. Attorney Fasi also suggested wording in the resolution that would allow the contingency funding to be used for any of the projects.

Bruce Glowac will present the Capital Plan and Kelly Sterner will present the financial impact at the Public Hearing.

Motion was made by Bruce Glowac to adjourn the meeting at 3:04 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli