

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
December 21, 2011**

Present: Norman M. Needleman, First Selectman
Stacia R. Libby, Selectman
Joel B. Marzi, Selectman

Norman Needleman called the meeting to order at 7:01 p.m.

Approval of Agenda:

Motion was made by Stacia Libby to approve the Agenda. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Approval of Minutes:

Motion was made by Norman Needleman to approve the December 7, 2011 Regular Meeting Minutes. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Communications and Correspondence:

Intern

Norman Needleman reported that Philip Miller had agreed to have an intern from Valley Regional High School come to intern at the Essex Town Hall to get some work experience. The intern will be at Town Meetings and Budget Meetings. This is a volunteer position and the student is learning and getting experience.

Public Announcements None

INFORMATIONAL ITEMS None

OLD BUSINESS:

Emergency Management Improvements Phase 3

Mr. Needleman reported that the Emergency Management Department was working on Phase 3 of recommended improvements. The list is being worked on and will be presented at a future Board of Selectmen meeting.

Resolution – Regional Planning Incentive Program

Mr. Needleman reported on a resolution to be approved for a study. Mr. Needleman stated this is an agreement to participate, but we can opt out at any time and under any condition.

Motion was made by Norman Needleman to approve the Planning Incentive Program Resolution. Stacia Libby seconded the motion and it was unanimously approved. All in favor.

Regional Planning Incentive Program Resolution

I, Frances D. Nolin, the duly qualified and Town Clerk of the Town of Essex, a municipality organized under the laws of the State of Connecticut, do hereby certify that the following is a full and true copy of a resolution adopted at a regular meeting of the Board of Selectmen of the Town of Essex, duly held on the 21st of December 2011, and is on file and of record, and that said resolution has not been altered, amended or revoked and is in full force and effect.

Resolved that on December 21, 2011 the Board of Selectmen of the Town of Essex voted to participate in the proposed Lower Connecticut River GIS and Economic Data Center and Economic Development Study.

An application for this project is being submitted to the State of Connecticut Office of Policy and Management by the Connecticut River Estuary Regional Planning Agency on behalf of its member towns for funding under Section 5 of Public Act 11-61. This program is also known as the Regional Planning Incentive Program (RPIP).

Be it further resolved that this Board hereby certifies that there is no known legal obstacles to provision of services in the manner described in the proposal.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the Town of Essex this 23rd day of December, A.D. 2011.





Frances D. Nolin, Town Clerk

Mr. Marzi inquired if we were joining in order to make CRERPA larger. Mr. Needleman stated there is a statewide push to form statewide councils of government but that is completely another issue. Mr. Needleman stated that the commonality is the Town of Essex is located along the Connecticut River.

2012 Board of Selectmen Meeting Schedule – Correction

Motion was made by Norman Needleman to approve the correction of the July 20th, 2012 Board of Selectmen meeting date to read July 18, 2012. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

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

NEW BUSINESS:

Set Public Hearing and Town Meeting – Emergency Operations Center Move

Motion was made by Norman Needleman to set a public hearing on Wednesday, January 4th at 6:30 p.m. for the purpose of consenting and approving a special appropriation to budget line 10427-508850 (Emergency Management – Special Appropriations) in the amount not to exceed \$38,000.00 for the relocation of the EOC to the first floor of the Essex Town Hall (former probate office) as recommended and approved by the Board of Finance. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Motion was made by Norman Needleman to set a Special Town Meeting on Wednesday, January 4th, 2012 at 7:30 p.m. for the purpose of the proposed relocation of the Emergency Operations Center to the first floor of the Essex Town Hall (former probate office). Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Appointments and Resignations Board and Commissions

Motion was made by Norman Needleman to appoint Cathy Bishop to the position of regular member of the Park and Recreation Commission. Stacia Libby seconded the motion. All in favor.

Motion was made by Norman Needleman to appoint Thomas Clerkin to the position of alternate member of the Park and Recreation Commission. Joel Marzi seconded the motion. All in favor.

Motion was made by Norman Needleman to accept the resignation of regular member Lillian Mosa from the Zoning Commission. Joel Marzi seconded the motion. All in favor.

Public Comment

Melanie Phoenix inquired what C-R-E-R-P-A stands for and how long have we been members. Mr. Needleman stated it stands for Connecticut River Estuary Regional Planning Agency and they provide us with regional planning issues and they are involved in the 9 town transit. Mr. Marzi stated that when you do any planning and zoning changes, you need to contact CRERPA because they must be noticed. There was discussion on the how many years the town had been members and Mr. William Buckridge stated that he believed was well over 15 years. Ms. Phoenix inquired if the Town of Essex had the ability to opt out. Mr. Marzi stated that he was not sure but the answer could be found in the statutes.

There was discussion on how much the Town of Essex contributed to CRERPA and Ms. Kelly Sterner believed it was approximately \$13,000-\$15,000. Mr. Needleman stated that CRERPA helps with planning.

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

SELECTMEN GENERAL DISCUSSION:

Gateway Conservation District

Mr. Strickland Hyde stated that he attended the zoning meeting and he felt that public comment is important. He felt that the zoning board is being put into a corner with the Gateway. He stated that we have DEEP and other organizations watching over Essex already. Mr. Needleman agreed to keep public comment open.

There was discussion on town meetings. When you vote to accept something in a town meeting, you also need a town meeting to opt out.

With the Gateway commission there are different circumstances. There are a new set of standards that would involve new rules. The town has not adopted them yet, so we do not enforce them. Zoning is between a rock and hard place and presently we are in limbo but we cannot continue to ignore the situation.

Mr. Marzi stated there is a specific concern in Essex because many town centers are not in the gateway boundaries, for instance Old Saybrook and Chester are not in boundaries but Essex is. Mr. Marzi stated that typically the Board of Selectmen does not usually get involved with zoning issues but zoning can get the support of the Board of Selectmen.

Mr. Hyde stated that the community needs to be made more aware of what is going on and Essex should distribute and post more information on this topic.

Mr. Needleman stated that each town is supposed to have two Gateway representatives. We currently have only one representative, Mr. Anthony Chirico. Mr. Chirico and Mr. Needleman have a meeting scheduled in mid-January to discuss this topic. Mr. Needleman suggested that Mr. Chirico could possibly attend a Board of Selectmen meeting to present this. Mr. Needleman stated that we need another representative on the Gateway committee who would advocate for our community.

Mr. Needleman stated that zoning has authority to impose rules and regulations that are voted on by the zoning commission. With regard to Gateway or any other issues that may come up with imposing more regulations, Mr. Needleman stated that he agreed there should be a lot of public informational meetings.

Mr. Marzi asked that this topic be included on future Selectmen's General Discussion.

Board & Commission Motions

Mr. Needleman reported that as part of every Selectmen meeting going forward the Selectmen should review a current list of motions recently passed at all prior boards and commissions meetings to know what other commissions are voting on. Mr. Needleman suggested this be done under Selectmen's General Discussion at the second meeting of the month. It is more information for the selectmen and a way for better communication.

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

Budget Process

Mr. Needleman reported that this years' budget would be even-handed, fair, and open. The budget became routine and this year the process is being more refined.

Director of Finance, Kelly Sterner, reported on the process. The budget request packets were handed out recently. The packets included a regular worksheet that now has a number of extra columns that include column titles like Original Request, Selectmen, Board of Selectmen, on the worksheet so that everyone will see all of the budget process steps. There was a letter stating what will be needed with a request for all the backup detail to be included behind all the numbers to better understand why they are requesting that amount of money and what it will be used for. There was also a form titled The Story Behind the Numbers in order to narrate the support information for the numbers they are submitting with the original request. The narrative should detail what each line item is and explain why that number went up or down.

Mr. Needleman stated that similar letters have also been sent out to outside stakeholders who also request funding. There is a request for their audit statements and I-90s information. We are asking what services the town gets, in particular the non-profits that we help to support. We want to tear things down a bit in order to re-build it. More information will be better. Mr. Marzi stated that when questions are asked, he wants, as a Board, to be able to answer the questions.

Motion was made by Norman Needleman to adjourn the regular meeting at 8:06 p.m. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli