

**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 3, 2013**

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

Norman Needleman called the meeting to order at 5:01 p.m.

**Approval of Agenda:**

**Motion** was made by Stacia Libby to approve the Agenda with additions. Resolution - Connecticut State Police Contract and add Executive Session regarding a pending litigation. Joel Marzi seconded the motion. All in favor.

**Approval of Minutes:**

**Motion** was made by Stacia Libby to approve the March 20, 2013 Regular Meeting Minutes with the following change on Page 1 under Sinking Fund Request to insert “**an engineering plan**” after the purpose of. Joel Marzi seconded the motion. All in favor.

**Communications and Correspondence:** None

**Public Announcements / Comment:** None

**INFORMATIONAL ITEMS:**

**Capital Committee**

Joel Marzi reported that a report is being compiled and it will be presented to the Board of Selectmen soon. Mr. Marzi suggested a Town Hall Building Committee be formed.

**Traffic Calming Program – Traffic Options Promoting Public Safety (T.O.P.P.S.)**

Stacia Libby reported there was nothing new to report.

**OLD BUSINESS:**

**Sanitary Waste Commission Fee Collection** – Nothing new to report.

**NEW BUSINESS:**

**Appointments and Resignations Boards and Commissions**

**Motion** was made by Norman Needleman to re-appoint August Pampel as the Tree Warden. Stacia Libby seconded the motion. All in favor.

**Motion** was made by Norman Needleman to appoint Judy Saunders as a regular member of the Tree Committee. Stacia Libby seconded the motion. All in favor.

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### **Sinking Fund Request – Municipal Property Sinking Fund**

Mr. Needleman discussed four important municipal property improvements:

- |   |           |
|---|-----------|
| 1. Asbestos Abatement for the Essex Town Hall     | \$ 14,600 |
| 2. Main Street Rest Room Automatic Locking System | 6,000     |
| 3. Grinding Glue off Building Department Floor    | 4,400     |
| 4. Boiler Room Sprinkler System                   | 2,500     |

**Motion** was made by Stacia Libby to recommend to the Board of Finance to appropriate a sum not to exceed \$27,500 for the purpose of Municipal Property Improvements. Joel Marzi seconded the motion. All in favor.

### **Job Description – Animal Control Officer**

The Selectmen reported that the current Dog Warden has submitted his intension to retire. The Dog Warden is an appointed position. The Selectmen were presented with an updated Animal Control Officer Job Description for review.

### **Job Description – Social Services Director**

The Selectmen reported that the current Social Services Director will be retiring. The Selectmen were presented with an updated Social Services Director Job Description for review.

### **Set Town Meeting:**

**Motion** was made by Joel Marzi to set a Special Town Meeting for Wednesday, May 1st, 2013 at 4:45 pm. Norman Needleman seconded the motion. All in favor.

### **Department of Public Safety Town Resolution - Connecticut State Police Contract - Resolution for Contract Execution:**

**Motion** was made by Joel Marzi to approve the following resolution. Stacia Libby seconded the motion. All in favor.

**Resolved** that Norman M. Needleman, First Selectman is authorized to execute a contract on behalf of the Town of Essex with the Connecticut Department of Public Safety, Division of State Police for the services of one (1) Resident State Trooper for the period of July 1, 2013 to June 30, 2015.

**Public Comment:** None

### **SELECTMEN GENERAL DISCUSSION:**

#### **Open Space Land Acquisition**

There was discussion on the memo from the Planning Commission to the Selectmen regarding the Open Space Land Acquisition. There was discussion on the interpretation of the Ordinance Creating an Open Space Sinking Fund 93-01.

#### **Bond Refinancing**

There was discussion regarding the recent advance bond refinancing. These general obligation bonds were priced on March 19<sup>th</sup> and issued on April 2<sup>nd</sup>. The proceeds of the refunding, all but \$72,000 for expenses, were placed in an escrow trust. These funds will be used in 2017 to retire the callable portion of the General Obligation Bonds issued in 2007.

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Earl Street Extension

Mr. Needleman reported the process of the street name change is well underway and all informational and required letters have been mailed.

Southern Connecticut Gas Company (SCG)

Mr. Needleman reported on the SCG pipeline into Essex. SCG will be canvassing Essex, in the areas by IGA, Essex Meadows, Industrial Park, Cumberland Farms, Essex Elementary School, and the Shoreline Clinic. There was discussion on the cost savings between oil and natural gas. SCG has asked for an endorsement from the Town in a letter. The Selectmen would like to table this to the next meeting.

Council of Governments (COG) – Regional Agriculture Council Study Group

Mr. Needleman reported that COG has asked for a representative from each Town to sit on the Council Study Group.

**EXECUTIVE SESSION**

**Motion** was made by Norman Needleman to go into Executive Session at 5:52 pm for the purpose of discussion of a pending litigation. Joel Marzi seconded the motion. All in favor.

Present: Selectmen Members Norman M. Needleman, Stacia R. Libby, Joel B. Marzi. Invited Guest Maria Lucarelli.

**Motion** was made by Norman Needleman to exit the Executive Session at 6:19 pm. Stacia Libby seconded the motion. All in favor.

**Re-open the Regular Meeting:**

The regular meeting resumed at 6:20 pm.

**Motion** was made by Stacia Libby to adjourn the meeting at 6:22 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,  
Maria P. Lucarelli