

**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  
July 16, 2014**

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

Norman Needleman called the meeting to order at 7:07 p.m.

**Approval of Agenda:**

**Motion** was made by Bruce Glowac to approve the Agenda. Stacia Libby seconded the motion. Motion carried.

**Approval of Minutes:**

**Motion** was made by Bruce Glowac to approve the June 18th Minutes. Norman Needleman seconded the motion. Motion carried.

**Informational Items, Communications and Correspondence**

CCM Prescription Discount Card Program

302 prescription claims have been processed since April 2013. Essex residents have saved \$11,600.

Household Hazardous Waste

Mr. Needleman reported on the collection totals of July 12th. Essex had 21 households participate. Electronics are collected at all times in the bins stationed at the land fill.

Village of Ivoryton Named to the National Register of Historic Places

The National Parks Service has announced that it has added the Village of Ivoryton to the National Register of Historic Places <http://www.nps.gov/nr/>.

The Preserve

The Town of Essex voted unanimously tonight to support the expenditure of \$200,000 from the Town's Open Space Sinking Fund to contribute to the permanent protection of the Preserve.

Thank you Letter

A Thank you letter was received for the Town's support in the successful Touch a Truck event.

Clean Energy Communities Municipal Pledge

The Town of Essex agreed to promote the Clean Energy Initiative, The initiative is to promote energy efficiency and clean, renewable technologies in its community. The Town pledged to reduce energy use and increase support for clean, renewable energy for municipal facilities.

**Public Announcements / Comment:**

The Ivoryton Alliance is concerned about the lack of parking in Ivoryton. Parking has been a problem for years. The businesses are growing and there isn't anywhere for patrons to park. There are only 26 public parking spaces. With the lack of parking, the businesses are suffering. The Ivoryton

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

Alliance is asking for the Town's help. There was discussion on removing the mulch area and creating an additional 6 parking spots. Mr. Needleman stated that they are looking at optimizing the grant funds for parking. The goal is to maximize parking and make the area more aesthetically appealing.

There was discussion about signage. There was discussion about zoning regulations. There was discussion on a community septic system in the village and what would happen if the present system failed. There was discussion on the Ivoryton Fire Department, and their need for a larger building because the fire equipment doesn't fit.

## **OLD BUSINESS:**

### **Capital Building Committee**

Bruce Glowac reported the committee has identified several capital projects and he gave a brief overview of the proposed projects. The roof on the elementary school needs to be replaced, the Ivory Street and the Walnut Street bridges needs to be replaced. Other projects are to improve the air quality in the Elementary School. The school is not air conditioned and is being utilized year round. The school driveway and parking areas need new pavement. The media center needs to be upgraded. Hazardous materials under media room floor will also need to be abated.

Mr. Glowac reported that additional projects are to include roof replacement at the Essex Town Hall, and to finish the window replacement in the building. A cooling system in the Town Hall is being investigated which would include air conditioning in the auditorium. They are also looking at some ADA upgrades in the Town Hall restrooms. The committee is also looking at installing a fire alarm system that would include smoke alarms, pull stations, and signaling units.

The Public Works department is also in need of roof replacement. The roof is 23 years old and leaking. The heating system needs to be replaced and there is a need for a two bay garage to store Town equipment which is left outside due to lack of storage space.

The preliminary numbers are approximately 6.5 million dollars with an estimate of approximately 2 million that may be eligible for grant reimbursement. Mr. Glowac will present the Capital Building Committee's project recommendations to the Board of Selectmen for approval in September.

### **Main Street Investment Fund (MSIF) Grant Project – Ivoryton Village Intersection**

Stacia Libby reported that Anchor Engineering Services was selected. They will soon start to move forward with the project(s) once they have determined how best to use the Town's grant funds. There is a time limit for the grant. Once the plans are in place, the improvements will be done with as little impact to businesses as possible.

## **NEW BUSINESS:**

### **Rosewood Lane Easement**

Mr. Needleman presented the Grant of Easement for Lot #26 allowing use of a the Town owned strip of land at the end of Rosewood Lane for driveway access and for underground utilities to the existing house construction on Lot 25 in the Woodwind Subdivision.

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

**Motion** was made by Stacia Libby to accept the Rosewood Lane easement contingent on Planning Commission approval. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

**Resolution – State of Connecticut Grant to Connect to Nutmeg Network**

**Motion** was made by Stacia Libby to approve the Signatory Authorization Resolution (attached) to accompany the 2014 Grant to Connect to Nutmeg Network Grant. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

**Resolution – Connecticut Property Assessed Clean Energy (C-PACE)**

There was discussion on C-PACE which provides 100% low interest upfront financing for property owners to add smart energy updates to their building. C-PACE allows building owners to minimize the investment, installation and performance risk of energy upgrades. One of first steps of this program is to have the Selectmen approve the Resolution.

**Motion** was made by Stacia Libby to approve the Resolution to Approve Commercial Property Assessed Clean Energy Agreement (attached). Bruce Glowac seconded the motion. Mr. Needleman abstained. Motion carried.

**Resolution – Connecticut State Library for an Historic Document Preservation Grant**

**Motion** was made by Stacia Libby to approve the Signatory Authorization Resolution (attached) to accompany the Historic Documents Preservation Grant. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

**Appointments and Resignations Board and Commissions**

**Tree Warden**

**Motion** was made by Stacia Libby to appoint Augie Pampel as Tree Warden. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

There was also discussion on current vacancies which include:

**Connecticut River Gateway Commission**

The Town is still looking for a volunteer for the Gateway Commission. It is a two (2) year term.

**River Council of Governments Regional Planning Commission**

The Board of Selectmen must appoint an alternate member.

**Harbor Management Commission**

The Board of Selectmen must appoint an alternate member. It is a three (3) year term.

**Conservation Commission**

The First Selectman must appoint two alternate members. They are three (3) year terms.

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

### **Traffic Authority**

**Motion** was made by Stacia Libby to enter Traffic Authority. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

### **Ivoryton Parking**

**Motion** was made by Norman Needleman to reinstate two parking spaces in front of Burdick's property on the library side. Bruce Glowac seconded the motion. Motion carried.

### **Route 602 by the Intersection of Budney Hill Road Speed Reduction Request**

**Motion** was made by Norman Needleman to send a letter to the Department of Transportation requesting a speed limit reduction from 25 mph down to 20 mph on Route 602 from the Ivoryton Inn to the Post Office. Bruce Glowac seconded the motion. Motion carried.

**Motion** was made by Stacia Libby to exit Traffic Authority. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

### **Public Comment:**

There was an inquiry as to when the crosswalk in Ivoryton will be repainted. Mr. Needleman stated that they were scheduled to be repainted next week and that pedestrian crossing signs will be placed on both sides of the crosswalk. There was discussion of installing some type of a rumble strip before the crosswalk to create a noise which could possibly help with speed reduction.

### **SELECTMEN GENERAL DISCUSSION:**

#### **Additional Alternate Board Member on the Retirement Board**

There was discussion on appointing an alternate member to the retirement board. There are currently 5 members. In order for that to happen, the Retirement Board must present a recommendation to the Selectmen for the additional member.

#### **Land Fill Fee Schedule**

Effective October 1, 2014 cash will no longer be accepted and there will be a new Fee Schedule.

#### **Public Works – Part Time Summer Mechanic**

A part time summer mechanic was hired for general maintenance of Town owned equipment.

#### **Tree on Woodland**

There was discussion about a large tree that came down at the beginning of Woodland this week during a storm which blocked everyone in. There were approximately 75 homes affected. CL&P was called and the scene was made safe and the tree was removed. There was further discussion on the concern for emergency equipment and what could have happened if emergency equipment was needed in this area and could not get in.

**Motion** was made by Bruce Glowac to adjourn the meeting at 9:02 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria P. Lucarelli



## Selectmen's Office

---

[www.essexct.gov](http://www.essexct.gov)

Norman M. Needleman, First Selectman  
Email: [nneedleman@essexct.gov](mailto:nneedleman@essexct.gov)  
Board of Selectmen:  
Stacia R. Libby  
Bruce M. Glowac

Essex Town Hall  
29 West Avenue  
Essex, Connecticut 06426  
Telephone: 860-767-4340  
Fax: 860-767-8509

### Signatory Authorizing Resolution

I, Joel Marzi, 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 16th of July, 2014, 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 Norman M. Needleman, First Selectman is empowered to execute and deliver in the name and on behalf of this municipality a contract with the State of Connecticut Office of Policy and Management for a Grant to Connect to Nutmeg Network.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the Seal of the Town of Essex this 17th day of July, A.D. 2014.

Joel Marzi, Town Clerk



# Selectmen's Office

www.essexct.gov

Norman M. Needleman, First Selectman  
Email: [nneedleman@essexct.gov](mailto:nneedleman@essexct.gov)  
Board of Selectmen:  
Stacia R. Libby  
Bruce M. Glowac

Essex Town Hall  
29 West Avenue  
Essex, Connecticut 06426  
Telephone: 860-767-4340  
Fax: 860-767-8509

**TOWN OF ESSEX  
RESOLUTION TO APPROVE  
COMMERCIAL PROPERTY ASSESSED CLEAN ENERGY ("C-PACE") AGREEMENT**

**WHEREAS**, Section 157 of Public Act No. 12-2 of the June 12, 2012 Special Session of the Connecticut General Assembly (the "Act") established a program, known as the Commercial Property Assessed Clean Energy (C-PACE) program, to facilitate loan financing for clean energy improvements to commercial properties by utilizing a state or local assessment mechanism to provide security for repayment of the loans; and

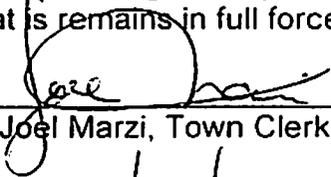
**WHEREAS**, the Act authorizes the Clean Energy Finance and Investment Authority (the "Authority"), a public instrumentality and political subdivision of the State charged with implementing the C-PACE program on behalf of the State, to enter into a written agreement with participating municipalities pursuant to which the municipality may agree to assess, collect, remit and assign, benefit assessments to the Authority in return for energy improvements for benefited property owners within the municipality and for costs reasonably incurred by the municipality in performing such duties; and

**WHEREAS**, the Commercial Property Assessed Clean Energy ("C-PACE") Agreement (the "C-PACE Agreement") between the Town of Essex and the Authority, as attached hereto, constitutes the written agreement authorized by the Act.

**NOW, THEREFORE, BE IT RESOLVED:**

- (a) that we, the Board of Selectmen, constituting the legislative body of the Town of Essex hereby approves the C-PACE Agreement, and
- (b) that Norman M. Needleman is hereby authorized and directed, on behalf of the Town of Essex, to execute and deliver the C-PACE Agreement, substantially in the form attached to this Resolution, for the purposes provided therein, together with such other documents as he or she may determine to be necessary and appropriate to evidence, secure and otherwise complete the C-PACE Agreement.

I, Joel Marzi, the Clerk of the Town of Essex, do hereby certify this to be a true copy of the resolution adopted at the Essex Board of Selectmen meeting on July 16, 2014, and that it has not be rescinded, amended or altered in any way, and that it remains in full force and in effect.

  
\_\_\_\_\_  
Joel Marzi, Town Clerk

7/17/14  
\_\_\_\_\_  
Date



## Selectmen's Office

---

[www.essexct.gov](http://www.essexct.gov)

Norman M. Needleman, First Selectman  
Email: [nneedleman@essexct.gov](mailto:nneedleman@essexct.gov)  
Board of Selectmen:  
Stacia R. Libby  
Bruce M. Glowac

Essex Town Hall  
29 West Avenue  
Essex, Connecticut 06426  
Telephone: 860-767-4340  
Fax: 860-767-8509

### Certified Resolution

I, Joel Marzi, 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 duly adopted at a regular meeting of the Board of Selectmen of the Town of Essex, duly held and convened on the 16<sup>th</sup> day of July, 2014, at which a constituted quorum of the Board of Selectmen was present and acting throughout, and further certify that such resolution has not been modified, rescinded, or revoked, and is, at present, in full force and effect.

**Resolved** that Norman M. Needleman, First Selectman is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for an Historic Document Preservation Grant.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the Seal of the Town of Essex this 17th day of July, A.D. 2014.

  
\_\_\_\_\_  
Joel Marzi, Town Clerk