

**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  
August 7, 2013**

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

Norman Needleman called the meeting to order at 5:03 p.m.

**Approval of Agenda:**

**Motion** was made by Stacia Libby to approve the Agenda. Norman Needleman seconded the motion. All in favor.

**Approval of Minutes:**

**Motion** was made by Stacia Libby to approve the July 3, 2013 Regular Meeting Minutes. Norman Needleman seconded the motion. All in favor.

**Communications and Correspondence:**

**Conservation Opportunity for The Preserve** The Selectmen discussed the announcement regarding the Trust for Public Land reaching an agreement with River Sound Development to purchase 1,000 acres known as The Preserve.

**With Deepest Sympathy**

The Selectmen expressed their sympathies to Neil Nichols family and to Rev. Gregory Hamby's family.

**Veteran's Service Contact Person** – The Town of Essex is seeking to recruit a local veteran to act as the Veterans Service contact person.

**Grandview & Parker Terrace Parking**

There was discussion on parking issues along Grandview. There was discussion regarding blind corners and placing a No Parking sign on one side of the street. There was further discussion on issues with an abundance of deer in the area. Mr. Needleman stated he would write an article in the next Essex Events that would address this problem. The Selectmen decided to table the No Parking sign onto next month's agenda.

**Public Announcements / Comment:**

There was discussion on the Perry House property next door to the Town Hall and whether there was any further development on the Town purchasing the property. Mr. Needleman stated, not at this time.

**INFORMATIONAL ITEMS:**

**Household Hazardous Waste**

The June 22nd collection had 39 Essex households participate and July 13th had 35, and on the July 27th collection had 33 households.

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### Connecticut Resources Recovery Authority (CRRA)

There was discussion on the recently passed legislation that could impact CRRA.

### Estuary Transit District

There was discussion on the services of the Estuary Transit District for the nine towns of Clinton, Chester, Deep River, Essex, Killingworth, Lyme, Old Lyme, Old Saybrook, and Westbrook.

### Judy's Park

There was discussion on placing a plaque on the bench at the end of Racket Lane and Benson Lane, in honor of Jeff Going's mother Judy who recently passed away.

### CCM Prescription Discount Card Program

The 2013 second quarter monthly savings results for the Town of Essex were 38 cards were used at a savings of \$1,790.59.

### Economic Development Consultant (EDC)

There was discussion on hiring an Economic Development Consult. An EDC consulting services description of duties was presented. The Town is seeking a consultant to improve the marketing to businesses that would provide an increased tax base, local employment, and revenue flow to the Town.

### New Phone System for Essex Town Hall

There was discussion that the Town Hall will be upgrading the phone system that will tie into Region 4 phone system which will allow for significant cost savings. There will also be direct dial lines.

### **OLD BUSINESS:**

#### Sanitary Waste Commission Fee Collection

Susan Malan, Chairman of the Sanitary Waste Commission presented the proposed new fees. There was discussion on the proposed new fee schedule for the Essex Transfer Station and the proposal of an annual sticker per household for \$125 or ticket books (5 for \$25). Stickers and books can be purchased at the Town Clerks office. The new rates and the no cash policy will start on January 1, 2014. Mattresses will be \$20, Sleeper sofa's \$30. For anyone over 65 years of age, the annual sticker fee will be \$75.

**Motion** was made by Stacia Libby to approve the New Fee Schedule for the Essex Transfer Station as proposed with the modifications discussed above that will go into effect on January 1, 2014. Joel Marzi seconded the motion. All in favor.

### **Anti Blight Ordinance**

Mr. Needleman presented an updated draft Anti Blight Ordinance, whose purpose is to prevent or eliminate blighted premises. There are a small number of abandoned properties in Town and there are safety concerns. This ordinance specifically targets abandoned and significantly dis-repaired properties. Mr. Needleman stated that once the ordinance was approved, a review board would need to be formed that would investigate the blighted premises and present their findings to the Board of Selectmen. The Selectmen decided to table to the next Board of Selectmen meeting.

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**NEW BUSINESS:**

**Resolution – Connecticut Department of Transportation**

**Motion** was made by Joel Marzi to approve the Signatory Authorization Resolution (copy attached). Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

**STEAP Grant – Essex Civic Campus**

Bids for the project will be opened on Thursday August 8<sup>th</sup> at 11:00. Copies of said plans are on file in the Selectman's Office.

**Motion** was made by Joel Marzi to accept the \$471,500 STEAP Grant for Essex Civic Center Campus Improvements. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

**Appointments and Resignations Board and Commissions**

**Motion** was made by Stacia Libby to accept the resignation of Mark Uihlein from the Economic Development Committee. Joel Marzi seconded the motion, it was unanimously approved. Motion carried

**Motion** was made by Stacia Libby to accept the resignation of Norman Needleman as the Municipal Agent. Joel Marzi seconded the motion.. Motion carried

**Motion** was made by Norman Needleman to appoint Mary Ellen Barnes as the Municipal Agent.

**Job Descriptions**

**Motion** was made by Stacia Libby to approve the Municipal Agent job description. Joel Marzi seconded the motion. All in favor.

**Motion** was made by Stacia Libby to approve the Administrative Secretary job description. Joel Marzi seconded the motion. All in favor.

**Essex Land Trust**

Mr. Needleman reported that the Essex Land Trust has requested approval from the Selectmen for abatement for the real estate taxes currently due on their properties.

**Motion** was made by Stacia Libby to abate the Essex Land Trust taxes in the amount of \$142.65 for parcel of land on Pond Meadow Road. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

**Supplemental Appropriations – Sinking Fund Requests**

There was discussion on the need of several supplemental appropriations:

Fire Department Equipment Sinking Fund	\$75,000
Study / Engineering for Potential Bonding	35,000
Additional Town Hall Renovations (capital item)	50,000
Police Cruiser Sinking Fund	15,000
Wastewater Study Sinking Fund	25,000

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**Motion** was made by Joel Marzi to recommend to the Board of Finance an appropriation of a sum not to exceed \$200,000 for the requested supplemental appropriations for fiscal year 2012/2013. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

**Set Public Hearing**

**Motion** was made by Joel Marzi to set a Public Hearing Meeting for Wednesday, September 18th, 2013 at 6:30 pm. Stacia Libby seconded the motion. All in favor.

**Set Town Meeting**

**Motion** was made by Joel Marzi to set a Special Town Meeting for Wednesday, September 18th, 2013 immediately following the Public Hearing. Stacia Libby seconded the motion. All in favor.

**Public Comment:**

There was discussion on the blight ordinance and vacant and abandoned properties. The Selectmen are working on finalizing a Blight Ordinance.

**SELECTMEN GENERAL DISCUSSION:**

**Ivoryton Main Street Grant – Ivoryton Parking**

There was discussion on the Ivoryton Grant. The Town was awarded \$435,000 for project activities related to calming of traffic and the creation of a shared “village center” intersection at Main Street and Summit Street. There was discussion on the needs of Ivoryton Center. The two main problems in the Ivoryton Center area are the parking issues and the septic system problems. There was discussion on the possibility of using the funds awarded for specific problems at hand.

**Cross Walks**

There was discussion on the inquiry from a resident regarding lack of sidewalks. The Selectmen will look at the areas. This item was tabled until the next Selectmen meeting.

**Motion** was made by Stacia Libby to adjourn the meeting at 6:58 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,  
Maria P. Lucarelli

**EXECUTIVE SESSION**

**Motion** was made by Norman Needleman to go into Executive Session at 7:08 pm for the purpose of discussion of a personnel issue. Joel Marzi seconded the motion, it was unanimously approved. Motion carried.

Present: Norman M. Needleman, Stacia R. Libby, Joel B. Marzi. Invited Guests Maria Lucarelli and Kelly Sterner.

**Motion** was made by Norman Needleman to exit the Executive Session at 7:18 pm. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

**Re-open the Regular Meeting:**

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The regular meeting resumed at 7:19 pm.

**Motion** was made by Joel Marzi to approve the Memorandum of Agreement between the Town of Essex and the Essex Police Union, Local 660. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

**Motion** was made by Norman Needleman to adjourn the meeting at 7:20 p.m. Joel Marzi seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria P. Lucarelli



## Selectmen's Office

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

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Email: [nneedleman@essexct.gov](mailto:nneedleman@essexct.gov)  
Board of Selectmen:  
Stacia R. Libby  
Joel B. Marzi

Essex Town Hall  
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### Signatory Authorizing 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 7th of August 2013, 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 hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Construction Projects".

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the corporate seal of the Town of Essex this 8th day of August, A.D. 2013.

  
Frances D. Nolin, Town Clerk