

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 4, 2013**

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

Norman Needleman called the meeting to order at 5:02 p.m.

Approval of Agenda:

Motion was made by Stacia Libby to approve the Agenda with additions 8F Municipal Property Sinking Fund Request and 8G Budget Workshop Dates. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Stacia Libby to approve the November 20th Minutes. Norman Needleman seconded the motion. Bruce Glowac seconded the motion. Motion carried.

Communications and Correspondence: None

Public Announcements / Comment:

Mr. Norman Needleman announced his appointment of Frederick M. Vollono to the Retirement Committee.

INFORMATIONAL ITEMS: None

OLD BUSINESS: None

NEW BUSINESS:

Resolution – Department of Energy & Environmental Protection

The Resolution is authorizing the First Selectman to sign the contract between the Town of Essex and the Department of Energy & Environmental Protection providing funding under the Clean Vessel Act for the Lower Connecticut River Pumpout Boat Program of a Marine Sewage Disposal Facility.

Motion was made by Stacia Libby to approve the Resolution (copy attached). Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Walnut Street Bridge Local Bridge Program Application

Mr. Needleman reported on the Preliminary Application for the Local Bridge Program. It is an 80% reimbursable grant.

Motion was made by Stacia Libby to approve the Preliminary Application for the Local Bridge Program. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

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Electric Vehicle Charging Station

There was discussion on installing an Electric Vehicle Charging Station in the Essex Town Hall parking lot and applying for a grant from the State of Connecticut.

Motion was made by Stacia Libby to complete and submit the application to the State of Connecticut. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Appointments and Resignations Board and Commissions

Motion was made by Norman Needleman to appoint Ward Feirer as an alternate member of the Zoning Board of Appeals. Stacia Libby seconded the motion. All in favor.

Set Town Meeting

Motion was made by Stacia Libby to set a Special Town Meeting for Wednesday, December 18, 2013 at 6:45 pm. Bruce Glowac seconded the motion. All in favor.

Municipal Property Sinking Fund Request

Motion was made by Bruce Glowac to recommend to the Board of Finance to appropriate a sum not to exceed \$25,000 for the Civic Campus Project which includes additional lighting in the parking lot. Said sum to be taken from the Municipal Property Sinking Fund. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

2014 Budget Workshop Dates

Mr. Needleman proposed three budget workshop meetings this year. The workshops would be held in Conference Room A:

Saturday, February 8, 2014 at 1:00 pm – 4:00 pm

Wednesday, February 19, 2014 at 5:00 pm – 7:00 pm, if necessary

Wednesday, March 5, 2014 immediately following the regular meeting until 7 pm

Motion was made by Stacia Libby to approve the Budget Workshop dates. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

Public Comment:

There was a question on the electric vehicle charging station and what costs would be to the Town. Mr. Needleman stated that costs would be minimal. After 3 years, the use of the charging station would be paid for by the car owner.

There was discussion on CRRA

SELECTMEN GENERAL DISCUSSION:

Town Hall Phone System

There was discussion on a new phone system for the Essex Town Hall that would include a Public Announcement System.

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Emergency Sheltering

The Town is in the process of creating a Form for Emergency Management "Registered Volunteers". Volunteers would be asked to attend trainings. The application would be used to gather information on volunteer's skills, knowledge, and abilities that could be used during any emergency.

Code of Ethics Task Force

There was discussion regarding a Code of Ethics. The Town of Essex currently does not have one. It would be applicable to employees, elected officials, volunteers, and board and commission members, etc. If a Code of Ethics is formed, then a Board should be formed. There was discussion on how training could be beneficial.

Motion was made by Bruce Glowac to adjourn the meeting at 6:22 p.m. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli



Selectmen's Office

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Board of Selectmen:
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TOWN OF ESSEX

Certified Resolution

Be it resolved that it is in the best interests of the Town of Essex to enter into contracts with the Department of Energy & Environmental Protection.

In furtherance of this resolution, Norman M. Needleman, the First Selectman is duly authorized to enter into and sign said contracts on behalf of the Town of Essex. The First Selectman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town of Essex on any such document, amendment, rescission, or revision.

I, Frances D. Nolin, 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 December 4, 2013, and that it has not be rescinded, amended or altered in any way, and that is remains in full force and in effect.



Frances D. Nolin
Town Clerk



Date