

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
September 3, 2014**

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

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

Approval of Agenda:

Motion was made by Bruce Glowac to approve the Agenda with an addition of Request for Supplemental Appropriations FY 2013/14 and Set Town Meeting under New Business. Stacia Libby seconded the motion. Motion carried.

Approval of Minutes:

Motion was made by Bruce Glowac to approve the August 6th Minutes. Stacia Libby seconded the motion. Motion carried.

Informational Items, Communications and Correspondence

Estuary Council of Seniors Annual Report

Last year they provided over 72,000 meals, including 56,000 home delivered meals on wheels and 500 rides to medical outpatient appointments. It is also a fun place to exercise, dance, play cards and go on trips together.

Fire Department Volunteer Fire Assistance Grant

Essex Fire Engine Company #1 secured \$2,500 through the U.S. Forest Service, Volunteer Fire Assistance program. Funds will be used for training.

Propane Incident

A huge thank you goes out to everyone that responded to the propane leak incident. A contractor struck a tank located in a residential area, causing a slow leak in a non-hydrant protected area. Thanks to everyone who responded to this incident.

Constitution Day Events at Middlesex Community College

There are two programs at Middlesex related to democracy. The first is on Sunday, September 14 at 3:00 pm and the second program will be held on Wednesday, September 17th at 12:30, both programs will be held in Chapman Hall.

Middlesex County Substance Abuse Action Council

A thank you letter was received for the generous donation of \$500. The funds went into the youth programming account to help reduce alcohol and drug abuse among youth.

Household Hazardous Waste

Mr. Needleman reported on the collection totals of August 9th and the 23rd. Essex had 10 households participate on the 9th and 29 on the 23rd. Electronics are collected at all times in the bins.

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Estuary Transit District 2013-2014 Annual Report

These services are funded by federal, state, and local funding. Fares are \$1.50 and \$3.00 for Dial-A-Ride. Nearly 104,000 passenger trips were provided. Although senior ridership has grown, 80% of trips are made by persons below 60 and most trips are employment related.

Campaign for Bully-Free Communities

The Connecticut Association of Schools and Rushford are rallying everyone to stand together for change and take a pledge to stand up to bullying and all mean-spirited behavior. The goal is to make every town in Middlesex County a bully-free community by promoting positive behavior in our schools, businesses and neighborhoods. Everyone must wear orange that day.

CCM Prescription Discount Card Program

330 prescription claims have been processed since April 2013. Essex residents have saved \$13,000.

Essex Civic Campus Enhancement Project Ribbon Cutting Ceremony

Please join Essex Town staff and elected officials in the ribbon cutting ceremony on September 10th at 5 pm as we celebrate the completed Civic Campus Enhancement Project.

The First Selectman of Kent likes the Town of Essex restrooms.

Public Announcements / Comment: None

OLD BUSINESS:

Capital Building Committee

Mr. Glowac reported on the needs of the Town. All the projects are important. The total estimated capital improvement costs are \$7,475,000 which includes:

Infrastructure Projects:

- Walnut Street Bridge and Ivory Street Bridge

Essex Elementary School Projects

- Roof replacement, air quality improvements, paving renovations, media center upgrades, and fuel conversion

Town Hall Projects:

- Roof replacement, window replacement, fire alarm system & vault suppression system, land use office improvements, air quality improvements, and restroom improvements

Public Works Department Projects:

- Town garage roof replacement, heating system replacement, and two bay garage and covered equipment storage.

The Selectmen discussed that an additional priority to keep in mind is the Ivoryton Firehouse. It is too small for the fire apparatus.

Ivoryton Village – Main Street Investment Fund Grant

Ms. Libby reported that the committee is moving forward and working with Anchor Engineering. The surveying has been completed and they are waiting for the report. Ms. Libby stated that there are some initial concerns with drainage.

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NEW BUSINESS:

Resolution – Master Municipal Agreement for Rights of Way Projects

Motion was made by Bruce Glowac to approve the Department of Transportation Master Municipal Agreement for Rights of Way Projects Resolution (see attached). Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

Police Cruiser Sinking Fund Request

Motion was made by Stacia Libby to approve and recommend to the Board of Finance the appropriation of a sum not to exceed \$51,000.00 for the purchase of a new police vehicle. Said sum to be taken from the Police Cruiser Sinking Fund. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

Essex Elementary School Security Grant

Motion was made by Stacia Libby to approve and recommend to the Board of Finance the appropriation of a sum not to exceed \$19,275.81 for the Essex Elementary School Security Grant for the purchase of a Video Recording System. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

Request for Supplemental Appropriations FY 2013/14

Requested Supplemental Appropriations:

<u>Budget Line</u>	<u>Account #</u>	<u>Amount</u>
Fire Truck Sinking Fund	10496-508350-855	\$ 50,000
Police Vehicle Sinking Fund	10496-508350-850	25,000
Wastewater Study Sinking Fund	10496-508350-899	40,000
Open Space Sinking Fund	10496-508350-865	25,000
Municipal Property Improvements	10496-508800	50,000
Total Requested Supplemental Appropriations		\$190,000

Motion was made by Bruce Glowac to approve and recommend to the Board of Finance the requested supplemental appropriations for fiscal year 2013/2014 in an amount not to exceed \$190,000.00. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

Appointments and Resignations Board and Commissions & Vacancies

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.

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Assistant Building Official

The First Selectman announced that Karl Auer has been selected as the Assistant Building Official effective September 2, 2014.

Set Town Meeting

Motion was made by Stacia Libby to set a Special Town Meeting for Wednesday, September 17, 2014 at 6:30 pm. Bruce Glowac seconded the motion. All in favor.

Public Comment: None

SELECTMEN GENERAL DISCUSSION:

Keeping Public Spaces and Gardens in Nice Shape

Areas in town, like Novelty Lane, are being weeded and kept up by residents. Thank you to those who are keeping the public spaces and gardens looking nice. Volunteers are needed to continue the weeding of Town owned gardens.

Gateway Commission Representative

The Town of Essex needs to appoint a new alternate to join regular member Claire Matthews in efforts to protect the "natural and traditional riverway scene" in the lower Connecticut River.

Boat Trailer Parking

There was discussion on possible rules and regulations of parking boat trailers in the Town Hall Parking Lot. There was discussion on implementing a 24 or 48 hour parking limit. Check with harbor management and see if they have any restrictions.

Private Street Sign - Essex Meadows vs. 30 Bokum Road

There was discussion on the problem of Essex Meadows address being 30 Bokum Road. Residents of Essex Meadows mail is being addressed wrong. There was discussion on the possibility of installing a private street sign Essex Meadows. But unfortunately, the street can only have one name. There will be further discussion on this topic.

New Large Town Hall Sign

There was discussion that only Official Town Business could be placed on the large sign outside of Town Hall and. There was discussion on drafting up a sign policy.

Town Hall Phone System

There was discussion on upgrading the Town Hall Phone System. The Town met with several communication providers and Broadview Networks OfficeSuite Solution came in as the provider that could meet the Town's communication needs. There is no capital investment and no increase in IT staffing. The Selectmen unanimously agreed to approve and move forward with Broadview as the network provider.

Motion was made by Bruce Glowac to adjourn the meeting at 6:46 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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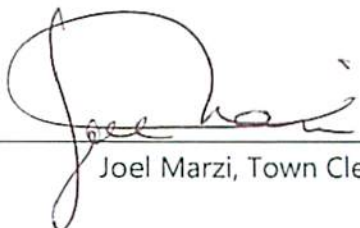
Signatory Authorizing Resolution

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 3rd of September, 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 hereby authorized to sign the Agreement entitled "Master Municipal Agreement for Rights of Way Projects".

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the Town of Essex this 4th day of September, A.D. 2014.




Joel Marzi, Town Clerk