

**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 6, 2022**

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

Norman Needleman called the meeting to order at 5:00 p.m.

First Selectman Needleman welcomed everyone to the Board of Selectmen in person and remote public access meeting via Zoom.

In attendance: First Selectman Norman M. Needleman, Selectman Stacia R. Libby, and Selectman Bruce M. Glowac.

Others in attendance: Finance Director Tracey Celentano, Public Works Director Ryan Welch, Connecticut Water Representatives Rose Gavrilovic and Adam Cost, and Christopher Diakopoulos.

**Approval of Agenda:**

**Motion** was made by Stacia Libby to approve the agenda. Bruce Glowac seconded the motion. All in favor.

**Approval of Minutes:**

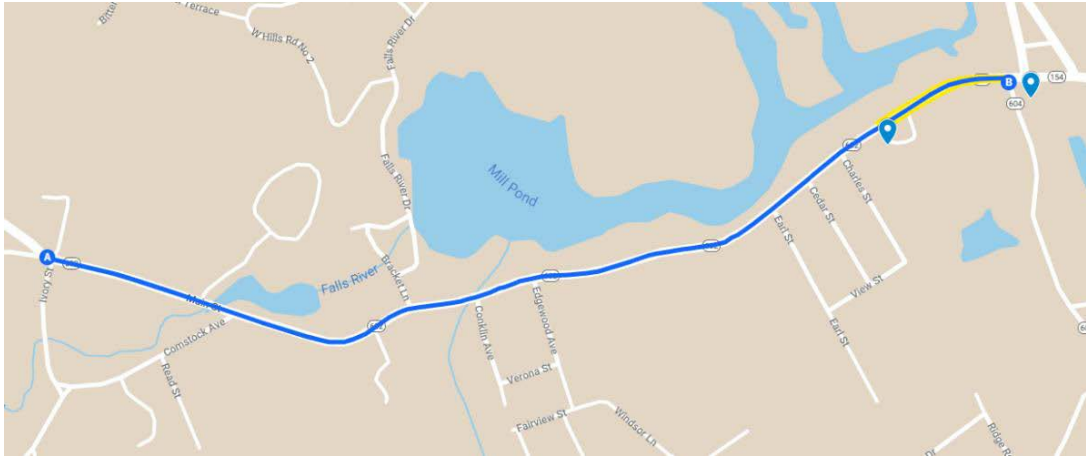
**Motion** was made by Bruce Glowac to approve the March 23, 2022 Meeting Minutes. Norman Needleman seconded the motion. All in favor.

**Informational Items, Communications and Correspondence**

**Connecticut Water Company - Project scheduled to start week of April 10th**

Connecticut Water will be replacing approximately 1.2 miles of 60-year-old water main on Main Street (State Route 602) in Centerbrook/Ivoryton. The work will occur from Deep River Road (State Route 154) through Ivory Street. The initial section of the project **between Cumberland Farms and Essex Elementary School** will require night work to minimize traffic congestion and help ensure public and worker safety. **This work is scheduled from April 10th through April 14th between 7 p.m. and 7 a.m.** Starting the week of April 18th, work hours will be 7 a.m. to 6 p.m., Monday through Friday. Work hours may be slightly adjusted for the remainder of the project based on coordination between the CT DOT and the Town of Essex. Project completion is expected in August 2022. ***Driveway access in the construction area, including all access drives to Essex Elementary School will be maintained throughout the project.*** The new pipe will improve water system reliability and increase the flow of water available to fire hydrants. Any planned necessary service interruptions and other information related to the night work will be communicated directly to impacted customers at least 48 hours prior to the interruption. To make sure we have the contact info on file that's best for you, visit [ctwater.com/notifications](http://ctwater.com/notifications) or call them at 1-800-286-5700.

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### **The Connecticut Department of Transportation (DOT) Rumble Strip Project – Route 153**

The Selectmen discussed the proposed DOT plans to install rumble strips along Route 153. The Selectmen and many residents of the Town of Essex are unanimously opposed to the rumble strip installation.

**Public Announcements / Comment:** None

### **OLD BUSINESS:**

#### **Outdoor Entertainment**

The Selectmen reported that the Planning and Zoning Commission are working on a letter to all Business Owners that have outdoor dining and entertainment in the Town of Essex. The letter references what is permitted and what is allowed for certain accessory outdoor entertainment. Currently the Zoning Regulations do not allow for outdoor entertainment. There was further discussion that the Town Attorney may need to work on a zoning amendment. The Selectmen were in favor of the letter going out to business owners who currently have outdoor dining and entertainment.

### **NEW BUSINESS:**

#### **Appointments and Resignations Board and Commissions**

Open Town Board and Commission positions can be found at [https://www.essexct.gov/sites/g/files/vyhlf3116/f/uploads/boards\\_and\\_commissions\\_website\\_30.pdf](https://www.essexct.gov/sites/g/files/vyhlf3116/f/uploads/boards_and_commissions_website_30.pdf)

The application to join a Board or Commission can be found at: [https://www.essexct.gov/sites/g/files/vyhlf3116/f/file/application\\_to\\_volunteer\\_for\\_board\\_or\\_commission\\_fillable\\_4\\_13\\_18.pdf](https://www.essexct.gov/sites/g/files/vyhlf3116/f/file/application_to_volunteer_for_board_or_commission_fillable_4_13_18.pdf)

The following are Board and Commission openings:

- Conservation Commission – Regular Member
- Conservation Commission – Alternate Member
- Inland Wetlands Commission – 1 Regular Member
- Park and Recreation Commission – 3 Alternate Members
- Planning and Zoning Commission – 1 Regular Member

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### **Household Hazardous Waste (HHW) Facility Compliance Audit**

The Selectmen discussed the Household Hazardous Waste Facility. Selectman Needleman reported that RiverCOG would like to turn over the Household Hazardous Waste Facility back to the Town. RiverCOG is asking the Town of Essex to sign off and release them of their responsibilities of the HHW site. Before doing so, the Town would like to make sure there were no violations or records of spills, etc. on that site. The Selectmen agreed to accept a Phase 1 test result to confirm there have been no violations.

**Motion** was made by Norman Needleman to accept the return of the Household Hazardous Waste Facility contingent on a Phase 1 test result confirming there are no violations, or records of spills, etc. on the HHW site. Stacia Libby seconded the motion, and it was unanimously approved. Motion carried.

### **2020 Small Cities Grant (CDBG) - Fair Housing Policy Statement**

Norman Needleman reported that for the 2020 Small Cities Grant Application the Board of Selectmen need to approve a Fair Housing Policy Statement.

**Motion** was made by Norman Needleman to approve the Fair Housing Policy Statement (copy attached). Stacia Libby seconded the motion, and it was unanimously approved. Motion carried.

**American Rescue Plan Funds:** None

**Public Hearing** None

### **Set Town Meeting**

**Motion** was made by Bruce Glowac to set a Special Town Meeting on Wednesday, April 20, 2022, at 6:55 pm in Conference Room A. Stacia Libby seconded the motion. All in favor.

**Public Comment / Announcements:** None

### **SELECTMEN GENERAL DISCUSSION:**

#### **Annual Budget Public Hearing**

The Selectmen discussed the Annual Budget Public Hearing being held on Thursday, April 14, 2022 will be both in person and by Zoom. See the web site for additional information and the Zoom link.

#### **Annual Budget Meeting**

The Annual Budget Meeting being held on Monday, May 9<sup>th</sup>, 2022 at 7:30 pm in person only.

Add to next BOS Meeting agenda under Traffic Authority another stop sign.

**Motion** was made by Bruce Glowac to adjourn the meeting at 7:59 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,  
Maria P. Lucarelli

# Fair Housing Policy Statement

It is the policy of the TOWN OF ESSEX to promote fair housing opportunities and to encourage racial and economic integration in all its programs and housing development activities.

Programs funded and administered by the TOWN OF ESSEX must comply with the provisions of Section 46a-64c of the C.G.S., and with related state and federal laws and regulations that prohibit discriminatory housing practices.

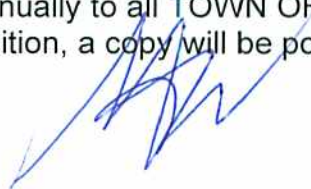
The TOWN OF ESSEX or any of sub-recipient of the TOWN OF ESSEX will carry out an affirmative marketing program to attract prospective buyers or tenants of all majority or minority groups, without consideration of race, color, religion, sex, national origin, ancestry, creed, sexual orientation, gender identity or expression, marital status, lawful source of income, disability, age or because the individual has children in all programs and housing development activities funded or administered by the TOWN OF ESSEX.

The municipality's Fair Housing Officer, NORMAN M. NEEDLEMAN, is responsible for the enforcement and implementation of this policy. The Fair Housing Officer may be reached at 860-767-4340 or [nneedleman@essexct.gov](mailto:nneedleman@essexct.gov).

Complaints pertaining to discrimination in any program funded or administered by the TOWN OF ESSEX, may be filed with the Fair Housing Officer. The municipality's Grievance Procedure will be utilized in these cases.

Complaints may also be filed with the Commission on Human Rights and Opportunities, Special Enforcement Unit, 21 Grand Street, Hartford, CT 06106, Telephone (860) 541-3403 within 180 days of the alleged violation by submitting a notarized complaint and/or the Boston Regional Office of FHEO, U.S. Department of Housing and Urban Development, Thomas P. O'Neill, Jr. Federal Building, 10 Causeway Street, Room 321, Boston, MA 02222-1092, Telephone (617) 994-8300 or 1-800-827-5005, TTY (617) 565-5453. A complaint may be filed with HUD within one year after an alleged violation. Additionally, an individual may file suit, at his/her expense, in Federal District Court or State Court within two years of an alleged violation. If the individual cannot afford an attorney, the Court may appoint one. A suit can be brought even after filing a complaint, if the complaining party has not signed a conciliation agreement and an Administrative Law Judge has not started a hearing. A court may award actual and punitive damages and attorney's fees and costs.

A copy of this policy statement will be given annually to all TOWN OF ESSEX employees and they are expected to fully comply with it. In addition, a copy will be posted throughout the TOWN OF ESSEX.



Date: April 6, 2022

Norman M. Needleman, First Selectman

THIS STATEMENT IS AVAILABLE IN LARGE PRINT OR ON AUDIO TAPE by contacting Maria Lucarelli, Town of Essex, 29 West Avenue, Essex, CT 06426. (860) 767-4340 x 112.