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**BOARD OF SELECTMEN
REGULAR MEETING
June 15, 2022**

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

Norman Needleman called the meeting to order at 7:00 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 and Kelly Sterner.

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 June 1, 2022 Meeting Minutes. Norman Needleman seconded the motion. All in favor.

Informational Items, Communications and Correspondence

The 2022 Connecticut Sea Music Festival that was held on June 10 – 12, 2022 was reported to be very successful.

Public Announcements / Comment: None

OLD BUSINESS:

Capital Committee

Mr. Needleman reported that Kelly Sterner volunteered and would be a citizen member of the Capital Committee that is being chaired by Selectman Bruce Glowac. Some of the projects would be to get the design work for the River Road bridge and sidewalk, although the sidewalk project can start independent of the bridge project. The Town engineer is working on the plans and the town will be going out to bid for the project. It is anticipated that the project work will start at the end of 2023 or early 2024.

Another project discussed is the possibility of moving the police department and the emergency management department out of Town Hall and into another location. Some options discussed were building onto the Town Hall or building out from the existing Essex Fire Department building, or possibly redoing and utilizing the separate garage building near the Essex Fire Department.

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There was discussion that the capital committee should reach out to the various town departments, such as the school or the public works director, to find out if there are any other projects on their wish lists for the committee to consider.

NEW BUSINESS:

Appointments and Resignations Board and Commissions

There was discussion of changing the elected Selectmen positions from a 2-year term to a 4-year term. If this change were to happen, it would not happen until after the 2023 election.

There was also discussion of the possibility of changing the elected positions of Town Clerk, Treasurer, and the Tax Collector to appointed positions. There is a lot of training required for these positions.

The Selectmen suggested investigating how these changes could be made and the process. There was discussion that these changes would need approval by the Board of Selectman, a Public Hearing, the creation of a Town Ordinance, and a Town Meeting.

Open Town Board and Commission positions can be found at https://www.essexct.gov/sites/g/files/vyhliif3116/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/vyhliif3116/f/file/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 – Alternate Member
- Park and Recreation Commission – 3 Alternate Members
- Planning and Zoning Commission – 1 Regular Member

American Rescue Plan Funds:

The Finance Director presented to the Board of Selectmen the summary list of projects to date along with the remaining balance \$492,579.

Neighborhood Assistance Act

Bruce Glowac reported that they received an application under the State of Connecticut, Department of Revenue Services Neighborhood Assistance Act Tax Credit Program. The Neighborhood Assistance Act is designed to provide funding for municipal and tax-exempt organizations by providing a corporation business tax credit for businesses that make cash contributions to these entities. The application process requires a public hearing and approval by the governing body of the municipality.

Motion was made by Bruce Glowac to approve the Neighborhood Assistance Act applications. Stacia Libby seconded the motion, and it was unanimously approved. Motion carried.

Bruce Glowac reported that all Neighborhood Assistance Act applications that are submitted require that the Town hold a Public Hearing.

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Walnut Street Bridge Receivable (Fund 056)

The Walnut Street Bridge project, which was eligible for an 80%/20% Federal cost share administered through the state, was completed in May 2018. The costs associated with this project are broken down into 3 expense categories by the State:

- Design Services
- Construction
- Construction Engineering and Inspection (CE&I)

The Town has received all expected funds for the Construction and CE&I categories. The final reimbursement request for the Design Services is not paid until the State completes the final audit in the event any adjustments need to be made. The Town's final design services request for \$10,158.71 was submitted and recorded as a receivable in Fund 056-Capital Projects. It is now four years later and our understanding that the State unit that performs these audits is way behind and they cannot give the Town any estimates as to when the audit will be performed.

Based on the continued unknown availability of the receivable and/or the amount, the Town is planning to write off the receivable and reduce the amount of State/Federal Grant revenue. As not all the funds related to the 2017 General Obligation Bond issuance have been expended, we can take this action without the need to cover the write off from the General Fund.

July 20, 2022 Board of Selectmen Meeting

Motion was made by Norman Needleman to cancel the July 20, 2022 Board of Selectmen Meeting. Bruce Glowac seconded the motion. All in favor.

Public Works Trucks & Equipment Sinking Fund Transfer

Public Works has encumbered funds to purchase a vehicle, but due to the lack of vehicles to purchase due to Covid, we cannot find nor purchase a vehicle right now. There was discussion that since you cannot roll over encumbrances, that these funds should be moved into a sinking fund to use for the purchase of a vehicle as soon as they are available.

Motion was made by Bruce Glowac to recommend to the Board of Finance to consent and approve a transfer in the amount of \$100,000 to the Trucks and Equipment Sinking Fund (032) for future Public Works Capital Equipment Purchases. Said funds will be transferred from the following accounts:

Capital & Equipment Leases (10496-508100)	\$25,000
Public Works Equipment (10496-508125)	\$25,000
Reserve for Encumbrances (10000-29260)	\$50,000

Stacia Libby seconded the motion, and it was unanimously approved. Motion carried.

Public Hearing None

Set Town Meeting None

Public Comment / Announcements: None

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SELECTMEN GENERAL DISCUSSION:

Juneteenth Independence Day

The Selectmen discussed Senate Bill No. 350, Public Act No. 22-128 regarding the nineteenth day of June be known as Juneteenth Independence Day. The Selectmen stated that it would be difficult to institute this holiday this year, especially since the first day of Essex Park and Recreation's Summer Camp starts on June 20th. But the Selectmen did agree that this holiday will be on the 2023 Holiday Schedule.

Fire Protection Water Tower

There was discussion regarding the installation of a fire protection water tower up on Bushy Hill. The Town owns approximately 85 acres, which the Conservation Commission are the stewards of the property. There is no water in the area and the radio service is also bad in this area. The height of the tower is expected to be 250 feet.

Paving

Public Works is working on coordinating the paving on New City Street, Maple Avenue, Kings Lane, and Riverview Street, and a little section of Foxboro Road. The cost of paving these areas is more than anticipated and more than what has been budgeted.

Water Tower on Grandview - Generator

There was discussion that the water tower on Grandview needs a generator.

Tennis Court Rebounder

The Selectmen wanted to know the status of what is being done to reduce the sound of the rebounder. The Selectmen suggested moving the rebounder or inserting foam may be the best noise reduction solution.

Compost Spreader

The Selectmen were inquiring where the compost spreader ended up. It was determined that the Town's Public Works Department has it.

Motion was made by Bruce Glowac to adjourn the meeting at 8:25 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,
Maria P. Lucarelli