

**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 7, 2022**

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

Norman Needleman called the meeting to order at 5:04 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, Kelly Sterner, and Ryan Given (RnB Enterprises)

**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 August 17, 2022 Meeting Minutes. Stacia Libby seconded the motion. All in favor.

**Informational Items, Communications and Correspondence**

The Town has received positive feedback regarding the paving projects and professionalism of the Public Works department personnel.

A 2022 STEAP Project Application for Essex Civic Campus Enhancements, Phase II was submitted.

There was discussion of installation of a pickleball court, possibly as Essex Elementary School.

**Public Announcements / Comment:** None

**OLD BUSINESS:**

**Capital Committee:**

The Committee met on August 30<sup>th</sup> to identify stakeholders and outline a plan to identify and prioritize projects. In tandem with the Capital Plan, the River Road bridge and sidewalk project will be moving forward. The Board of Selectmen and Capital Committee agreed the construction of sidewalks must begin in advance of the bridge due to the grant deadline. Another project includes building a second floor on top of the Police Department at the Essex Town Hall. The next meeting will be Tuesday, September 27<sup>th</sup> at 10:30 am to meet with Ryan Welch, Bob Doane, and John Guzkowski to review infrastructure projects.

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## **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/vyhli3116/f/uploads/boards\\_and\\_commissions\\_website\\_30.pdf](https://www.essexct.gov/sites/g/files/vyhli3116/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/vyhli3116/f/file/application\\_to\\_volunteer\\_for\\_board\\_or\\_commission\\_fillable\\_4\\_13\\_18.pdf](https://www.essexct.gov/sites/g/files/vyhli3116/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
- Park and Recreation Commission –2 Alternate Members

### **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 \$415,579.

There was discussion of improving the sound quality in the Town Hall Auditorium and doing some minor technology upgrades to the auditorium with cameras that would be mounted at the back of the room to catch the presenters as well as cameras at the front of the room to capture the audience. The Town is also investigating ways to improve the acoustics in this large room.

**Motion** was made by Bruce Glowac to recommend to the Board of Finance an appropriation in an amount not to exceed \$20,000 to be allocated from the American Rescue Plan Act (ARPA) Funds to upgrade the Town Hall Auditorium to include audio and video equipment. Norman Needleman seconded the motion. All in favor.

### **Supplemental Appropriations**

**Motion** was made by Norman Needleman to approve and recommend to the Board of Finance the 2021/22 Budget year fye supplemental appropriations in the amount of \$97,877.00 to be distributed according to the following chart. Stacia Libby seconded the Motion. All in favor.

### **FYE Required Supplemental Appropriations**

Fiscal Year Ending 6/30/2022

	<b><u>Amount</u></b>
Town Clerk (Offset by Revenue)	\$45,939
Police Services for additional shifts	\$51,938
Total Supplemental Appropriations	<u>\$97,877</u>

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### **FYI Transfers**

**Motion** was made by Norman Needleman to approve and recommend the 2021/22 Budget year fye Transfers in the amount of \$45,846.84 from Board of Finance Contingency to be distributed according to the following chart. Stacia Libby seconded the Motion. All in favor.

<b>Org #</b>	<b>Department</b>	<b>Primary Cause(s)</b>	<b>Recommended year end transfer</b>
10404	Tax Collector	Payroll / Office Supplies / Advertising	\$ 2,405.66
10410	Conservation Commission	Grounds Maintenance & Repair & Engineering Fees	\$ 1,704.96
10414	Building	Fees to State (offset by higher than budgeted fees collected \$59K)	\$ 2,276.13
10417	Inland Wetlands Commission	Part-Time Payroll (Board Clerk)	\$ 428.15
10421	Fire Marshal	Automobile Expense (Fuel & RePairs)	\$ 988.50
10423	Resident Trooper	Fringe Rate	\$ 1,052.81
10426	Harbor Patrol	Additional Shifts (PT Payroll) - Extra Boat Traffic	\$ 6,534.89
10428	Emergency 9-1-1	Everbridge	\$ 56.75
10435	Transfer Station	MIRA Fees	\$ 2,387.47
10450	Public Works	Road Reconstruction	\$ 17,537.69
10475	Technology	Managed IT Services & Internet Service Provider	\$ 8,230.62
10494	OPEB Trust	Third participant	\$ 2,243.21
			\$ -
			\$ 45,846.84

### **National Opioid Settlement**

**Motion** was made by Stacia Libby to allocate the \$2,271.57 received from the National Opioid Settlement to Tri-Town Youth Services Bureau contingent upon the Town of Deep River and the Town of Chester also participating. Bruce Glowac seconded the Motion. All in favor.

**Public Hearing** None

### **October 5, 2022 Board of Selectmen Meeting Time Change**

Motion was made by Norman Needleman to move the October 5, 2022 Board of Selectmen Meeting from 5:00 pm to 7:00 pm. Stacia Libby seconded the motion. All in favor.

### **Set Town Meeting**

**Motion** was made by Bruce Glowac to set a Special Town Meeting on Wednesday, October 5, 2022, at 6:45 pm in Conference Room A. Stacia Libby seconded the motion. All in favor.

**Public Comment / Announcements:** None

**SELECTMEN GENERAL DISCUSSION:** None

**Motion** was made by Norman Needleman to adjourn the meeting at 5:55: p.m. Stacia Libby seconded the motion.

All in favor.

Respectfully submitted, Maria P. Lucarelli