

**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  
October 15, 2014**

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

Norman Needleman called the meeting to order at 7:02 p.m.

**Approval of Agenda:**

**Motion** was made by Bruce Glowac to approve the Agenda with one addition under New Business: Resolution Pension Assets Custodian and to remove Bond Resolution and Traffic Authority. Stacia Libby seconded the motion. Motion carried.

**Approval of Minutes:**

**Motion** was made by Bruce Glowac to approve the October 1, 2014 Minutes. Stacia Libby seconded the motion. Motion carried.

**Informational Items, Communications and Correspondence**

**Household Hazardous Waste**

Mr. Needleman reported on the collection totals. There are two more collections this year, October 25<sup>th</sup> and November 8<sup>th</sup>. Then they will be closed for the winter.

**Public Announcements / Comment:**

**Dog Incident**

There was discussion on an incident where three dogs attacked and killed another dog in Ivoryton. The First Selectman reported that the incident is being thoroughly investigated by the Dog Warden, the Resident Trooper, and the Essex Police. Mr. Needleman reported that the three dogs are in custody until the investigation of the incident is complete. There was a request from the neighbors that they be notified when the dogs are released.

**OLD BUSINESS:**

**Capital Building Committee** – Selectmen Stacia Libby and Bruce Glowac will be presenting the Capital Planning Report to the Board of Finance tomorrow evening, Thursday October 16th.

**Ivoryton Village – Main Street Investment Fund Grant**

Ms. Libby met with the Ivoryton Alliance, which is a group similar to the Board of Trade, and presented the village plan. Ms. Libby reported that the Alliance was delighted with the plan. Ms. Libby also met and presented the village plan to the Park and Recreation Commission. Ms. Libby stated that the engineer will be present at the public hearing to answer any questions.

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## **NEW BUSINESS:**

### **Set Public Hearing**

**Motion** was made by Stacia Libby to set a Public Hearing for Wednesday, November 5, 2014 at 7:00 pm for the purpose of presenting the Proposed Project for the Main Street Investment Fund Grant. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

### **Waiver of the Permit Fees – Town Hall Awning**

**Motion** was made by Stacia Libby to waive any permit fees for the Town Hall Awning. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

### **Resolution Regarding Removal/Appointment of Plan Trustee/Custodian**

The Town of Essex will be changing the Trustee of the Town of Essex Retirement Plans effective December 16, 2014 from Bank of America to Charles Schwab Bank. The Town will be using Hooker and Holcomb Companies as their custodial banking investment advising services.

**Motion** was made by Stacia Libby to approve the Board of Selectmen Resolutions Regarding Removal/Appointment of Plan Trustee/Custodian (attached). Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

### **Public Comment:**

There was discussion on a committee that was formed to determine improvements for Centerbrook. There were questions on the final suggestions and what the final report contained. Mr. Needleman reported that the suggested improvements will be used in the next STEAP Grant application. If the grant is awarded, there will be a public information meeting to present the planned improvements.

There was a discussion on attendance at Board of Selectmen meetings and how to improve attendance. The meetings are posted with the Town Clerk and on the Town Web Site.

## **SELECTMEN GENERAL DISCUSSION:**

### **Thank you Letter**

A letter was received conveying deepest thanks to the Health Director, Lisa Fasulo.

### **Emergency Alarm Ordinance**

There was discussion on the Emergency Alarm Ordinance that states that all alarm systems shall be registered with the Essex Fire Marshal's Office. Mr. Needleman would like to improve public awareness on alarm registration with the Fire Marshal's Office.

### **Address Numbers on Dump Road**

Mr. Needleman reported that numbers will be assigned to buildings on Dump Road. This would include the Town Garage, the Animal Control Office, and the Transfer Station.

### **Mailboxes**

Mr. Needleman suggested that residents place numbers on their mailboxes, so that in the event of an incident, First Responders could easily find them.

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**Code of Ethics**

The Human Resource Consultant is working on the Human Resources Manual and is also developing a Code of Ethics for all employees.

There was discussion on the State bridges in Essex and whether the State had plans on painting them soon.

There was discussion on whether the Essex Foundation could get permission from the State to do some beautification in and near the Route 9 on and off ramps in Essex.

There was discussion on plans to digitize Town Hall Records. The Town would like to scan all property files.

There was discussion on the Town possibly using an Emergency Management system called VEOCI.

**Motion** was made by Bruce Glowac to adjourn the meeting at 8:13 p.m. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria P. Lucarelli



## Selectmen's Office

[www.essexct.gov](http://www.essexct.gov)

Norman M. Needleman, First Selectman  
Email: [nneedleman@essexct.gov](mailto:nneedleman@essexct.gov)  
Board of Selectmen:  
Stacia R. Libby  
Bruce M. Glowac

Essex Town Hall  
29 West Avenue  
Essex, Connecticut 06426  
Telephone: 860-767-4340  
Fax: 860-767-8509

**TOWN OF ESSEX  
BOARD OF SELECTMEN RESOLUTIONS  
REGARDING REMOVAL/APPOINTMENT OF PLAN TRUSTEE/CUSTODIAN**

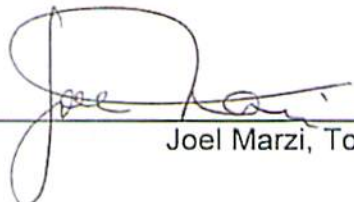
I, Joel Marzi, duly qualified and Town Clerk of the Town of Essex, a municipality organized under the laws of the State of Connecticut, do hereby certify that the following is a full and true copy of a resolution adopted at a regular meeting of the Board of Selectmen of the Town of Essex, duly held on the 15th of October, 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 the Board hereby removes Bank of America as the Trustee of the Town of Essex Retirement Plan, the Town of Essex Police Retirement Plan and the Town of Essex Merit Service Retirement Plan effective December 16, 2014; and it is further

**RESOLVED:** That the Board hereby appoints Charles Schwab Bank as the Custodian of the Town of Essex Retirement Plan, the Town of Essex Police Retirement Plan and the Town of Essex Merit Service Retirement Plan effective December 16, 2014; and it is further

**RESOLVED:** That the proper officers of the Town be, and they hereby are, authorized and directed to take any and all actions necessary to effectuate the foregoing resolutions.

**IN WITNESS WHEREOF,** I have hereunto set my hand and affixed the Seal of the Town of Essex this 16th day of October, A.D. 2014.

  
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Joel Marzi, Town Clerk

