

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
March 15, 2023**

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

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 (virtual).

Others in attendance: Tracey Celentano, MaryBeth O'Hara, Jean Little, Fred Webber, and Kelly Sterner.

Approval of Agenda:

Motion was made by Stacia Libby to approve the agenda and add Executive Session. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Stacia Libby to approve the March 1, 2023 Regular Meeting. Bruce Glowac seconded the motion. All in favor.

Informational Items, Communications and Correspondence

The First Selectman reported he has received several compliment letters for public works and police.

Public Announcements / Comment:

Jean L. Little inquired how the Town has come to this point where a Short-Term Rental Ordinance is needed and how something like this ordinance request came to be.

Mr. Needleman reported that multiple residents have expressed concerns about unrecognized cars parking in their neighborhood and have expressed their feelings of being unsafe and not knowing their neighbors. Mr. Needleman stated there were 18 short term rentals a year ago and there are now more than 24 and probably more that we do not even know about. Neighbors are suddenly seeing strange new cars and activity in their neighborhood, and they are concerned. These concerns have come to the attention of the Zoning Enforcement Officer and the Selectmen. When there are concerns, it is the Selectmen's job to look into them.

Mr Needleman reported that once the ordinance is prepared it will be shared with everyone and a public hearing will be set. We expect the public hearing will be a well-attended meeting. We may even need a second public hearing. Then the ordinance will be moved to a town meeting, where the legislative body votes on the ordinance.

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Mr. Glowac reported he anticipates the ordinance will be ready for discussion at the April 19th Selectmen's meeting and the public hearing date will also be set at that meeting. The Selectmen's job is to take action when asked to create something like an ordinance, which they are working on, then to set the public hearing where the ordinance will be voted on by the legislative body.

OLD BUSINESS:

Capital Committee:

Selectman Glowac reported the Capital Committee met yesterday March 14th and the committee primarily discussed the River Road sidewalk and River Road bridge project. Town Engineer Bob Doane did a virtual presentation. The committee is requesting the Board of Selectmen set up a Public Informational Meeting as soon as possible in the auditorium to show what is being proposed on the big screen.

Norman Needleman reported the Town recently found, what they believe to be, an orphaned bridge in Essex over the railroad tracks. An orphan bridge is a roadway bridge that crosses over abandoned railroad rights-of-way and which is no longer owned or maintained by any railroad. The Town is investigating whether it is a state bridge. It is approximately 60' long and if it would need to be replaced, the Town may need to pay 20% of the replacement costs. Public Works Director Ryan Welch is looking into this.

Peter Decker inquired if the Town has a plan in place for keeping culverts clear. Selectman Needleman reported Public Works is constantly clearing culverts and looking at the water flow issues, especially near the Industrial Park area. It only takes a few small sticks to block pipes, causing the excessive waterflow.

Mr. Decker also mentioned South Winds Drive and Birch Mill Trail roads are heaving in the area of the storm drains. Mr. Needleman stated that road is approximately 25 years old and he would have the Public Works Director look at the road for improvement options.

Short Term Rental Ordinance

Selectman Needleman reported that the Land Use Official Carey Duques is working with Attorney Sylvia Rutkowska on the ordinance.

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

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

Board and Commission Vacancies

Conservation Commission – 2 Regular Members

Conservation Commission – 2 Alternate Members

Park and Recreation Commission – 2 Alternate Members

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Motion was made by Norman Needleman to disband the Ad-Hoc Housing Committee. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

American Rescue Plan Funds: None

LoCIP Project Authorization

Motion was made by Bruce Glowac to approve and recommend to Board of Finance the acceptance of the “reclamation and repaving of Foxboro Road, the Town of Essex, CT” as part of the Town's Capital Improvement Plan for the fiscal year 2022-2023. Furthermore, the Board recognizes the project as a local capital improvement project and upon acceptance, authorizes submission for state reimbursement in the amount of \$40,983 under the Local Capital Improvement Program (LoCIP). Stacia Libby seconded the motion, and it was unanimously approved. Motion carried.

DARE Funds

There is balance of \$3,757.89 in the DARE account (66000-20699-DARE) which has not been used since April 2017. There was discussion of donating the balance to Tri-Town Youth Services to be used for drug abuse resistance education.

Motion was made by Bruce Glowac to approve and recommend to the Board of Finance that the \$3,757.89 balance in the DARE account be donated to Tri-Town Youth Services. Stacia Libby seconded the motion. All in favor.

Public Informational Meeting – River Road Sidewalk and Bridge Project

Motion was made by Norman Needleman to set a Public Informational Meeting on Wednesday, April 12 at 7:00 pm in the Auditorium. Stacia Libby seconded the motion. All in favor.

Selectman Needleman requested this informational meeting be publicized by using the Everbridge Alert system, the Town Website, mailing out abutter notices, and any other Town social media.

Set Town Meeting

Motion was made by Bruce Glowac to set a Special Town Meeting on Wednesday, April 12 at 4:55 pm in Conference Room A for the sinking fund request transfer. Stacia Libby seconded the motion. All in favor.

Resolution – Connecticut Small Cities Community Development Block Grant

Motion was made by Stacia Libby to approve the Authorization Resolution (attached). Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Public Comment / Announcements:

MaryBeth O'Hara reported she is fairly new to Essex and she would be willing to help the Selectmen with the Short Term Rental Ordinance.

SELECTMEN GENERAL DISCUSSION:

Mr. Needleman reported the Connecticut Water Company is starting a watermain replacement project on Summit St, Chestnut St, Blake St and Oak St starting on April 3rd. The Water Company sent letters to all the customers within the project. When project is completed, these roads will be repaved.

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There was discussion that if the sidewalk on Westbrook Road were to move forward, it would only be done through bonding as well as using funds through a Connectivity Grant award.

EXECUTIVE SESSION

Motion was made by Norman Needleman to go into Executive Session at 8:00 pm for the purpose of discussion of Land Acquisition. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Present: Selectmen Members: Norman M. Needleman, Bruce M. Glowac, and Stacia R. Libby.

Motion was made by Norman Needleman to exit the Executive Session at 8:30 pm. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Re-open the Regular Meeting:

The regular meeting resumed at 8:31 pm.

Motion was made by Norman Needleman to adjourn the meeting at 8:00 p.m. Stacia Libby seconded the motion. All in favor.

Respectfully submitted,
Maria P. Lucarelli



Selectmen's Office

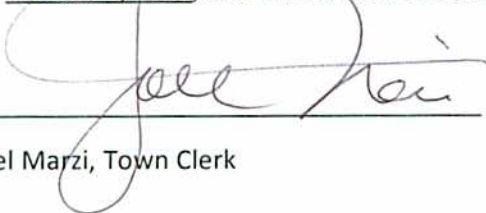
www.essexct.gov

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Stacia R. Libby
Bruce M. Glowac

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CERTIFIED RESOLUTION OF APPLICANT SMALL CITIES PROGRAM

Certified a true copy of a resolution adopted by the Town of Essex at a meeting of its Board of Selectmen on March 15, 2023, and which has not been rescinded or modified in any way whatsoever.


Joel Marzi, Town Clerk

3/16/23
Date

(SEAL)

WHEREAS, Federal monies are available under the Connecticut Small Cities Community Development Block Grant Program, administered by the State of Connecticut, Department of Housing pursuant to Public Law 93 -3 83, as amended; and,

WHEREAS, pursuant to Chapter 127c, and Part VI of Chapter 130 of the Connecticut General Statutes, the Commissioner of Housing is authorized to disburse such Federal monies to local municipalities; and,

WHEREAS, it is desirable and in the public interest that the Town of Essex make a request to the State for an additional \$263,000.00 in order to undertake a Small Cities Community Development Program and to amend and restate the executed SC2105001A Assistance Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE Essex Board of Selectmen:

1. That it is cognizant of the conditions and prerequisites for State Assistance imposed by Part VI of Chapter 130 of The Connecticut General Statutes; and,
2. That a request by the Town of Essex for an additional amount of \$263,000.00 for SC2105001A is hereby approved, and that the First Selectman of the Town of Essex is hereby authorized and directed to make such a request of increased funding to the Commissioner of the Department of Housing, to provide such additional information, to execute such other documents as may be required by the Commissioner, to execute an amended Assistance Agreement with the State of Connecticut for State financial assistance, to execute any amendments, rescissions, and revisions thereto, and to act as the authorized representative of the Town of Essex.
3. That a request by the Town of Essex for an additional amount of \$263,000.00 is in addition to the previously awarded \$1,500,000.00 Small Cities Community Development Block Grant SC205001A for a project known as Improvements at Essex Court.