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**BOARD OF SELECTMEN
REGULAR MEETING
August 5, 2015**

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

Norman Needleman called the meeting to order at 5:03 p.m.

Approval of Agenda:

Motion was made by Stacia Libby to approve the Agenda with an addition under New Business to add Roof Replacement Project and to add under Traffic Authority – Bokum Road. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Stacia Libby to approve the July 15th Minutes. Bruce Glowac seconded the motion. All in favor.

Informational Items, Communications and Correspondence:

Bond Funding Approved – Essex Place

Mr. Needleman reported that Competitive Housing Assistance for Multifamily Properties (CHAMP), which is administered by the Department of Housing (DOH) will provide up to \$3.83 million to assist in the development of Essex Place, a newly constructed 22-unit affordable elderly apartment building. Essex Place will be located adjacent to the existing 36-unit Essex Court elderly housing development. The project will consist of 18 one-bedroom and 4 two-bedroom rental units. The units will serve residents or below 80 percent of the area median income.

Small Cities Grant - \$635,000

Mr. Needleman reported that the State of Connecticut DOH application for Community Development Block Grant (CDBG) Small Cities funding has been approved. The grant funding is six hundred thirty-five thousand dollars (\$635,000.00) for Essex Court Senior Housing Public Housing Modernization. Norman Needleman thanked both Maria Lucarelli and Kelly Sterner for all their hard work on this grant application process.

Ivoryton Inn Septic System Installations

Mr. Needleman announced that the shared septic system in Ivoryton is now being separated and the Ivoryton Inn is the last place to install their septic system.

Clean Energy Communities Municipal Pledge Update

Essex has exceeded the goal of an 11% reduction of electrical usage for FY 2014-15. The Town Hall reduced its electrical consumption by almost 15% and the Essex Elementary School by almost 18%.

Code of Ethics

Mr. Needleman reported that the Board of Selectmen would need to amend and / or accept the Code of Ethics conveyance letter in order to begin the distribution of the Code of Ethics. The Selectmen accepted the conveyance letter.

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Plan of Conservation and Development

Mr. Needleman reported that the Board of Selectmen need to review and comment on the Plan of Conservation and Development by October 8th, 2015.

Regional Mental Health Thank You Letter

The Town received a thank you letter for the donation of \$354.

The Shoreline Soup Kitchens & Pantries – Hunger Report

Part of the Soup Kitchen's mission is to educate the community about hunger and poverty.

Clean Energy Communities Rewards

The Town of Essex earned one (1) reward from the Connecticut Green Bank (CGB) through the Clean Energy Communities Program. Each reward is currently worth \$4,500 and may be used for any project involving energy efficiency, renewable energy, or alternative fuel vehicles.

State Set-Aside Requirements Expanded to Municipalities

Mr. Needleman reported that the program and new law that is administered through Commission on Human Rights and Opportunities (CHRO) will now apply to state-funded municipal public works contracts in excess of \$50,000, and will require that towns and cities comply with the set-aside requirements. There was discussion on the difficulties this new law will impose on small Towns.

Resident State Trooper

Ms. Needleman reported that David Tretter is now officially the permanent Resident State Trooper for the Town of Essex.

Public Announcements / Comment:

Stacy Abbott discussed doing energy usage studies on buildings in the Town. There are two libraries, the Fire Department, and the Town Hall, and the Public Works Garage which could be included in the study.

OLD BUSINESS:

Capital Building Committee Report:

Bruce Glowac reported the school roofing project is moving along quite well and will be completed before the start of school. The committee is looking at solar energy and they are currently receiving bids. Mr. Glowac reported that air conditioning will be installed in the Town Hall, starting on the first floor. Mr. Glowac also reported that the roof project for the Town Hall and the Public Works Garage was awarded to the low bidder Silktown Roofing.

Main Street Investment Fund - Ivoryton Grant

Stacia Libby reported the Ivoryton Gardeners met this morning to discuss a tree that was originally in the island will now be placed in the park and a re-dedication will be arranged. The lines in the road have been painted and the crosswalks are complete. There was discussion on the need for fencing around the port-o-let and about the possibility of removing some of the old no parking signs and installing new ones now that the road is finished.

Amended and Restated Ordinance Creating a Park and Recreation Commission- tabled until September.

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NEW BUSINESS:

Local Bridge Program

Mr. Needleman reported the Department of Transportation reviewed the Town's Preliminary Application for replacement or rehabilitation of the Ivory Street Bridge over Falls River (North Branch) and the project qualifies for funding under the Local Bridge Program. The state commits to fund 43.12% of the eligible project costs through a State grant.

Motion was made by Stacia Libby to accept the State of Connecticut Department of Transportation Commitment to Fund for the Ivory Street Bridge. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

Essex Land Trust Preserve Sign

There was discussion on the Town Right of Way Encroachment Request Form from the Essex Land Trust regarding placement of a Land Trust sign. The Selectmen suggested having Public Works order and install a sign on the existing pole, just below the Ingham Hill street sign. There was further discussion about contacting the residents on the road and the abutters about this proposal.

Essex Land Trust Zoning Permit Fees

Motion was made by Stacia Libby to waive the permit fees for the three (3) Land Trust applications. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Appointments and Resignations Board and Commissions

The First Selectman appointed George Sexton as a regular member to the Planning Commission that will go to a Special Town Meeting.

The First Selectman appointed Gary Riggio as an alternate member to the Planning Commission that will go to a Special Town Meeting.

Roof Replacement Project

Motion was made by Bruce Glowac to approve and recommend to Town meeting that the Town of Essex authorizes the Essex Elementary Board of Education to apply to the Commissioner of Education and to accept or reject a grant for the proposed roof replacement project at the Essex Elementary School. Stacia Libby seconded the motion. All in favor.

Motion was made by Bruce Glowac to approve and recommend to Town meeting that the proposed roof replacement project at the Essex Elementary School is assigned to the 2013-2014 Building Committee. Stacia Libby seconded the motion. All in favor.

Motion was made by Bruce Glowac to approve and recommend to Town meeting that the Town of Essex authorizes at least the preparation of schematic drawings and outline specifications for the roof replacement project at the Essex Elementary School. Stacia Libby seconded the motion. All in favor.

Set Town Meeting

Motion was made by Stacia Libby to set a Special Town Meeting on Monday, August 17th, 2015 at 5:00 pm in Conference Room A. Bruce Glowac seconded the motion. All in favor.

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Traffic Authority – Bokum Road

Motion was made by Stacia Libby to enter Traffic Authority. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Bokum Road – Signage, the Sidewalk, and Speeding Issues

There was discussion on the speeding issues along Bokum Road, especially as the road passes the entrance to Essex Meadows on the way to the traffic light at the intersection just before Route 153. There was discussion of installing a 25 mph speed limit sign on the north side of Bokum Road near the Essex Meadow's driveway entrance. Another issue is that the sidewalk is rather narrow and the lack of space for pedestrians. There was discussion on painting the line along the curb and the Selectmen discussed and suggested that the sidewalk be looked at for ways to improve it. Mr. Needleman suggested installing a private driveway sign and placing the speed dolly sign along this stretch of roadway.

Motion was made by Stacia Libby to exit Traffic Authority. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Public Comment / Announcements: None

SELECTMEN GENERAL DISCUSSION:

There was discussion on the Town looking into installing a credit card machine in the Tax Collector's Office within the next year. The machine would have to work with QDS.

The Gather, located in Ivoryton has closed which is a huge loss for the community.

Mr. Needleman mentioned that William Buckridge, the Emergency Management Director, received a Certificate of Appreciation from the Department of Emergency Services and Public Protection in recognition of his accomplishments and outstanding contributions to emergency management.

Motion was made by Bruce Glowac to adjourn the meeting at 6:28 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria Lucarelli