

**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 19, 2014**

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

Norman Needleman called the meeting to order at 7:06 p.m.

**Approval of Agenda:**

**Motion** was made by Bruce Glowac to approve the Agenda with two additions under New Business: 7F Estuary Transit District Municipal Grant and 7G Special Town Meeting. Stacia Libby seconded the motion. Motion carried.

**Approval of Minutes:**

**Motion** was made by Stacia Libby to approve the March 5<sup>th</sup> Minutes. Bruce Glowac seconded the motion. Motion carried.

**Motion** was made by Stacia Libby to approve the March 5<sup>th</sup> Budget Workshop Minutes. Bruce Glowac seconded the motion. Motion carried.

**Informational Items, Communications and Correspondence**

**Phase 1 – Release of Updated Human Resources Manual**

Mr. Needleman reported that there were not many changes to the HR Manual, they are just formalizing the documents.

**Signs and Lights Regulation Changes**

The Zoning Department is updating the zoning regulations on signs and lighting. There will be public hearings and this will be publicized.

**Agriculture Viability Grant Program - Ivoryton Farm Agricultural Grant**

The Town received a grant award in the amount \$2,999. The funds awarded will be used to promote and expand the attendance by farmers and customers at the Ivoryton Farmers Market. The funds will be used to produce advertising materials and to hire musical acts.

**Connecticut River Gateway Commission**

The Town is still looking for a second volunteer for the Gateway Commission. It is a two (2) year term.

**Public Announcements / Comment:** None

**OLD BUSINESS:**

**Delay of Demolition Ordinance:** Nothing to report.

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## **NEW BUSINESS:**

### **Resolution – Connecticut State Library for an Historic Documents Preservation Grant**

**Motion** was made by Bruce Glowac to approve the Connecticut State Library for Historic Documents Preservation Grant Resolution (see attached). Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

### **Appointments and Resignations Board and Commissions**

First Selectman appointed John Ackerman as the Planning Representative to the Inland Wetlands Commission.

### **Job Description**

**Motion** was made by Bruce Glowac to approve the Assistant Building Official Intern Job Description. Stacia Libby seconded the motion. Motion carried.

### **Main Street Investment Fund Ivoryton Center – Engineering Design Fee**

Mr. Needleman reported the engineering costs are not covered under the grant.

**Motion** was made by Stacia Libby to recommend to the Board of Finance to appropriate a sum not to exceed \$15,000 for the design engineer for the Main Street Investment Fund Project in Ivoryton Center. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

### **Bridge Committee**

**Motion** was made by Norman Needleman to create a Bridge Committee. Members of the committee will be Al Wolfgram, Bruce Glowac, Kelly Sterner, John Guskowski, and David Caroline. Stacia Libby seconded the motion. Motion carried.

### **Municipal Grant FY 2014-2015 – Estuary Transit – 9 Town Transit**

**Motion** was made by Bruce Glowac to approve and support the initiative of the Estuary Transit District applying for a State Matching Grant for Elderly and Disabled Demand Responsive Transportation which is a Municipal Grant. Stacia Libby seconded the motion. Motion carried.

### **Set Town Meeting**

**Motion** was made by Stacia Libby to set a Special Town Meeting for Wednesday, April 16, 2014 at 6:45 pm. Bruce Glowac seconded the motion. All in favor.

**Public Comment:** None

## **SELECTMEN GENERAL DISCUSSION:**

Special Town Meetings will be scheduled later when there are any funds being appropriated.

The Perry Property Acquisition would not be moving forward at this time.

The person who won the auction to purchase 63 North Main Street decided not to buy the house.

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**Calamari – Land Acquisition**

There was discussion on a request to purchase the 10 acres of land that is land locked on Dump Road. The Selectmen said they would need to take a look at all the options for the land.

**Small Town Economic Assistance Program (STEAP) Grant Application**

The Selectmen discussed several ideas and options for applying for the STEAP grant. The most logical item is the design of sidewalks along Westbrook Road but there is a need for a new salt shed at the Public Works garage on Dump Road.

**Motion** was made by Bruce Glowac to adjourn the meeting at 7:48 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,  
Maria P. Lucarelli



## Selectmen's Office

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

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### Signatory Authorizing Resolution

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 19th of March 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 Norman M. Needleman, First Selectman is empowered to execute and deliver in the name and on behalf of this municipality a contract with the Connecticut State Library for an Historic Documents Preservation Grant.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the Seal of the Town of Essex this 20th day of March, A.D. 2014.

  
Joel Marzi, Town Clerk