

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
November 16, 2016**

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

Norman Needleman called the meeting to order at 7:05 p.m.

Approval of Agenda:

Motion was made by Norman Needleman to approve the Agenda. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Stacia Libby to approve the November 2nd meeting minutes. Bruce Glowac seconded the motion. All in favor.

Informational Items, Communications and Correspondence: None

Public Announcements / Comment: None

OLD BUSINESS:

Capital Committee

Mr. Bruce Glowac reported that the capital projects continue to progress. The ceiling in the Auditorium has been opened to check the condition of the floor joists under the Land Use Department before the filing system is brought in. An engineering firm will calculate load and determine if any remedial work on the joists is needed. The replacement of the heating system at public works is going well and should be complete on schedule. The exterior work at Town Hall to surround the new HVAC equipment has begun. The surround will be block with a brick face and will include a sound barrier.

Job Descriptions (For Approval)

Motion was made by Stacia Libby to approve the Animal Control Officer job description. Bruce Glowac seconded the motion. All in favor.

Motion was made by Stacia Libby to approve the Park and Recreation Temporary Seasonal Staff job description. Bruce Glowac seconded the motion. All in favor.

Motion was made by Stacia Libby to approve the Municipal Agent job description. Bruce Glowac seconded the motion. All in favor.

Motion was made by Stacia Libby to approve the Economic Development Consultant job description. Bruce Glowac seconded the motion. All in favor.

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Motion was made by Stacia Libby to approve the Mechanic & Equipment Repair job description. Bruce Glowac seconded the motion. All in favor.

Evans Lane Dispute – “Pending Litigation” for FOIA Purposes

Town Counsel reports that communications designed to resolve dispute without litigation are ongoing with Attorney Whitney. This item will be continued on the December 7th agenda.

NEW BUSINESS:

Appointments and Resignations Board and Commissions None

Job Descriptions (For Review) None

Permit Fees – Town of Essex Property on Dump Road

Motion was made by Stacia Libby to waive the Town of Essex Permit Application Fees for the installation of a gas line on Town of Essex property on Dump Road. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Motion was made by Stacia Libby to waive the Town of Essex Permit Application Fees for the installation of two (2) 1,000 gallon AG LP tanks on Town of Essex property on Dump Road. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Mack Lane Easements Amendments

Motion was made by Stacia Libby to authorize the First Selectman, Norman M. Needleman, to execute the Amendment to Easement, and submit to the Harbor Management Commissions for approval. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

Resolution – Department of Energy & Environmental Protection

The Resolution authorizes the First Selectman to sign the contract between the Town of Essex and the Department of Energy & Environmental Protection providing funding under the Clean Vessel Act for the Lower Connecticut River Pumpout Boat Program of a Marine Sewage Disposal Facility.

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

Public Comment:

SELECTMEN GENERAL DISCUSSION:

Finance Director, Kelly Sterner gave a brief review Muncity, a municipal permitting software. The Town has contracted with Muncity and will begin installation and training with a target of being complete and operational with the software by the first quarter of 2017.

Transportation Alternatives Program (TAP)

The Selectmen discussed a grant opportunity that the Town of Essex applied for on Thursday, November 10th for the installation of new sidewalks along Plains Road (Route 153).

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Motion was made by Norman Needleman to adjourn the meeting at 7:49 p.m. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli



Selectmen's Office

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Board of Selectmen:
Stacia R. Libby
Bruce M. Glowac

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TOWN OF ESSEX

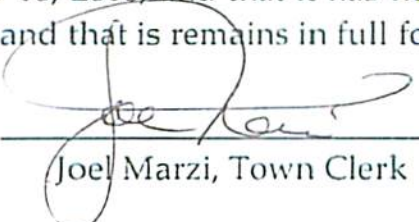
Certified Resolution

Be it resolved that it is in the best interests of the Town of Essex to enter into contracts with the Department of Energy & Environmental Protection.

In furtherance of this resolution, Norman M. Needleman, the First Selectman is duly authorized to enter into and sign said contracts on behalf of the Town of Essex. The First Selectman is further authorized to provide such additional information and execute such other documents as may be required by the state or federal government with said contracts and to execute any amendments, rescissions, and revisions thereto.

The Town Clerk is authorized to impress the seal of the Town of Essex on any such document, amendment, rescission, or revision.

I, Joel Marzi, the Clerk of the Town of Essex, do hereby certify this to be a true copy of the resolution adopted at the Essex Board of Selectmen meeting on November 16, 2016, and that it has not be rescinded, amended or altered in any way, and that it remains in full force and in effect.


Joel Marzi, Town Clerk

November 17, 2016

Date