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**BOARD OF SELECTMEN
SPECIAL MEETING
February 1, 2017**

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

Norman Needleman called the meeting to order at 7:07 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 January 4th Minutes. Bruce Glowac seconded the motion. All in favor.

Informational Items, Communications and Correspondence:

ICRV Radio – Volunteerism in Essex – 2017 the Year of the Volunteer

There was discussion on the importance of volunteerism in Essex with a focus on public safety. There was discussion on getting the word out about volunteer possibilities in Essex and to begin a public relations campaign on volunteer opportunities and recruitment and getting the local press involved. There are several opportunities for volunteers, for example, volunteering with the Essex Fire Department or the Essex Ambulance Association, serving on a board or commission, or working with the Essex Land Trust, garden clubs, weeders, or volunteering with Essex Park and Recreation events and coaching, etc.

Motion was made by Norman Needleman to make the year of 2017 the Year of the Volunteer. Bruce Glowac seconded the motion. All in favor.

Public Announcements / Comment:

Friends in Service Here (FISH)

There was discussion on the services of FISH during 2016. Of the 56 volunteers, 40 of them reside in Essex. FISH provided 836 free round trip rides to medical appointments for residents of Essex, Deep River, and Chester. Of these 836 rides, 411 or 49% were for Essex residents.

OLD BUSINESS:

Capital Building Committee

Mr. Glowac reported the new rolling files have been installed in the land use area and the property files are being transferred into them. Work continues on the repair and reinforcement of the floor joists in the auditorium ceiling. This work is just about completed. Insulation will be added between the land use floor and the auditorium ceiling very soon. The new lights, a new LCD projector, and a new sound system will be installed along with a new suspended ceiling in the auditorium. Once all

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the renovations are complete, the auditorium floor will be refinished and the room will be repainted and ready for use.

There was discussion of adding dimmer switches for the lights and a set of on/off switches at the rear entrance in the auditorium. There was further discussion of adding wiring in the ceiling for the possibility of adding ceiling fans sometime in the future.

The next project will be to start the Essex Town Hall restroom renovations. A committee has concluded that renovations will include one (1) shower stall in one of the restrooms. Finishes and final designs will be forthcoming in the next week or two.

Design for the rear entrance remodeling is complete and that work will start in the spring, 2017.

Safety railings have been installed on the Ivory Street Bridge wing walls. The Ivory Street Bridge project is now complete, with the exception of a small section of road pavement that was not accepted, and that section will be milled and replaced in the spring.

Total Capital Improvement expenditures as of January 3, 2017 is \$4,766,975, offsetting revenue is \$88.942.

Thank You Letter

A thank you note was received from Deep River First Selectman Angus McDonald for the Essex Fire Department's assistance in a house fire in Deep River.

Glenn PenkoffLidbeck who was in the audience, also wished to thank the Essex Fire Department and Essex Ambulance for coming to his home five months ago when he sustained an injury.

Job Descriptions

Motion was made by Bruce Glowac to table the job descriptions. Stacia Libby seconded the motion. All in favor.

Evans Lane Dispute – "Pending Litigation" for FOIA Purposes

Town Counsel asked that the Selectmen go into executive session.

EXECUTIVE SESSION

Motion was made by Norman Needleman to go into Executive Session at 7:30 pm for the purpose of discussion of pending litigation. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Present: Selectmen Members: Norman M. Needleman, Bruce M. Glowac, Stacia R. Libby, and invited guests Attorney David Royston and Selectmen's Assistant Maria P. Lucarelli

Motion was made by Norman Needleman to exit the Executive Session at 9:30 pm. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Re-open the Regular Meeting:

The regular meeting resumed at 9:31 pm.

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Motion was made by Norman M. Needleman to direct Counsel to revise a confidential proposal to the parties with a response due back to the Selectmen by February 21, 2017. Bruce Glowac seconded the motion. All in favor.

NEW BUSINESS:

Appointments and Resignations Board and Commissions None

Set Town Meeting

Motion was made by Norman Needleman to set a Special Town Meeting for Tuesday, February 21, 2017 at 4:55 pm for the Park and Recreation sinking fund request. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Permit Fees – Town of Essex

Motion was made by Stacia Libby to waive the Town of Essex Permit Application Fees for the installation of the sound wall around HVAC component at the Essex Town Hall. Bruce Glowac 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 repairs to the ceiling joist in the auditorium at the Essex Town Hall. Bruce Glowac seconded the motion and it was unanimously approved. Motion carried.

Public Comment: None

SELECTMEN GENERAL DISCUSSION:

Town of Essex Resident Satisfaction Survey

There was discussion on sending out a Town of Essex resident satisfaction survey and to do an online email blast. The general consensus of the Selectmen was to do the survey to Essex residents. The survey is in the final review stage and should be rolled out soon.

Short Term Vacation Rentals

There was discussion a letter of request from the Health Department of adding into the Zoning Regulations some language that could help avoid potential issues that may arise from short term vacation rentals in the Town of Essex.

Ribbon Cutting Ceremony – Ivory Street Bridge – June 27th at 5:00 pm

There will be a ribbon cutting ceremony on June 27th at the Ivory Street Bridge. Details to follow.

July 4th Parade

There was discussion on whether the parade should be held on the actual date of July 4th or the Saturday before July 4th, which would be July 1st. There was discussion that the Farmer's Market is also on Saturday mornings. Ms. Libby reported that the July 4th Parade Committee was meeting and would notify the Selectmen with the date.

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Dennison Road Re-Engineering

There was discussion on ideas for the Dennison Road intersection.

Budget Discussion

The budget meetings are scheduled to start on Tuesday, February 21st at 5:00 pm. The Selectmen agreed that if no one is asking for substantive changes in their budget request for 2017-2018, then there is probably no need for them to attend a budget meeting. Those that need to attend will be contacted by the Finance Director to schedule a date and time to present their budget request.

Mr. Needleman report that he met with Angus McDonald, Lauren Gister, and the new Director at Tri Town Youth Services Allison Abramson, and they all look forward to working with Tri Town. The first selectmen from the three (3) Towns are planning on meeting once a month going forward.

Essex Housing Authority - PILOT

There was discussion that the Essex Housing Authority may now be able to start paying taxes. The Town has given them some relief until they were in better financial standing.

MS4

The Selectmen discussed the possibility that the MS4 requirements could possibly cost Towns \$20,000 - \$25,000 to be in compliance.

Catch Basins

There was discussion on catch basins in and around Essex, and the need to determine which ones have oil separators and which ones should have them. There was discussion on keeping up with the maintenance and cleaning out of the catch basins and being on a schedule.

Tax Relief Programs for Seniors

Mr. Needleman reported that Madison recently passed a significantly enhanced tax relief program. Mr. Needleman would like to do a Town comparison to see if Essex's Tax Abatement plan is being used and / or if it can be better. He asked that his assistant look at surrounding Towns programs for the Selectmen to discuss at their next Selectmen meeting.

Nine Town Transit Bus

There was discussion on the benefits and the costs associated with the Nine Town Transit for Essex residents. The general consensus is that it is the only means of transportation for residents of Essex who do not have their own transportation. Although it was noted that during some hours during the day the buses appear empty, there are several students that use the transportation to get to Middlesex Community Technical College and residents that take the bus to and from work.

Motion was made by Norman Needleman to adjourn the meeting at 10:11 p.m. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli