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**BOARD OF SELECTMEN MEETING
June 15, 2011
Meeting Room A**

Present: Philip J. Miller, First Selectman
Norman M. Needleman, Selectman
Joel B. Marzi, Selectman

Philip Miller called the meeting to order at 7:03 p.m.

Approval of Agenda:

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

Approval of Minutes:

Motion was made by Philip Miller to approve the June 1, 2011 Special Meeting Minutes. Norman Needleman seconded the motion. All in favor.

Communications and Correspondence:

Fund For the Public Interest

Philip Miller reported on the Fund for Public Interest which is a nonprofit environmental and public interest advocacy organization. The Fund is running a political fundraising and membership drive for Environment Connecticut. This summer they are working to protect Long Island Sound in particular. They will be educating people about sewage pollution that's making its way into Long Island Sound.

They will be going door-to-door in Essex and they will have Environment Connecticut shirts on. The areas that will be walked are Cedar Grove Terr., Hillside Dr., Cove Hill Rd., Essex Hill Dr., Gates Rd., Stanford Hill Rd., Cross Trees Hill Rd., Grove St., High St., Prospect St., Grandview Terr., Sunset Terr., Laurel Rd., Saybrook Road, and Main St.

PUBLIC COMMENT:

There was discussion regarding the Fund For the Public Interest and whether they were selling something because hawking is not allowed under the Hawkers and Peddlers Ordinance. Mr. Miller stated that he believed this group was not in violation of the ordinance.

There was discussion on tax incentives for farm land.

INFORMATIONAL ITEMS:

Energy Efficiency Grant

Frank Hall & Keith Chrisman reported on a grant award from the State of Connecticut of \$44,554. There was an energy audit, new boiler reset controls, and thermostats were installed in all the rooms in the town hall building.

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There is \$27,832 left to do windows in the Town Hall. We went out to bid and the lowest window proposal came in at \$30,099 to replace 14 windows on the north side of the town hall. There is a difference of \$2,267 between what is left of the grant and what is needed for the lowest proposal. Mr. Hall stated he wanted to propose three options to the Selectmen: 1) To obtain approval to use building & maintenance funds or, 2) To reduce the number of windows from 14 to 13 windows or, 3) to ask the Board of Finance for contingency funds.

Mr. Marzi inquired if this was for an exact price or is there a contingency fund for anything additional to the work. Mr. Hall stated no, we do not have a contingency. Mr. Miller would like to bring this to the Board of Finance.

Mr. Needleman suggested the window committee go back to the contractor and tell them this is what we have for the project and can they do it for this price. All three Selectmen are in support of replacing all 14 of the windows. It was suggested that the window committee come back to the selectmen once they have contacted the contractor to see if they could do the project at the \$27,832 budget.

FEMA

Mr. Miller reported on the January 12 snow storm and FEMA Assistance and reported that we didn't qualify. Therefore, public assistance was denied.

STATE OF CONNECTICUT - SMALL CITIES GRANT

Mr. Miller reported that the pre-bid meeting was held today for Essex Court. There were 8 contractors in attendance. The bids are due at the end of June with hopes that the project will begin this summer.

SAFE ROUTES TO SCHOOL GRANT

Mr. Miller reported that the status of this grant is that plans were submitted to Department of Transportation this week with plans for replacing the sidewalk by the Elementary School.

STEAP GRANT – TROLLEY

Mr. Miller reported on the STEAP Grant application that was submitted this week for \$277,985. This application was a tri-town collaborative effort with Essex, Deep River, and Chester. Mr. Miller thanked Mr. Lee Thompson and those who sent in letters of support.

IVORYTON PIANO FACTORY

Mr. Miller reported that the piano factory is being auctioned off tomorrow morning. It does not have city water or a sewer system.

The Town of Essex is currently having Fuss & O'Neill do a study to look at if there is any way possible for a communal septic system some day.

OLD BUSINESS

Pension Plans

Ellen Whaley, the Retirement Committee Chair, reported that the pension plan for the town employees and a plan for police were submitted to the Selectmen for approval. The goal of the new plans effective July 1, 2011 is to bring them into compliance at the State and Federal level. The plans are being standardized. Ms. Whaley stated that in Section 4 Contributions under 4.4 Special Participant Contribution under Section (f) the date August 31 needs to be inserted.

Motion was made by Norman Needleman to insert the date of August 31 in Section 4 Contributions under 4.4 Special Participant Contribution under Section (f). Philip Miller seconded the motion and it was unanimously approved. All in favor.

Parking Ordinance

Mr. Lee Thompson put together a parking survey for tonight's meeting. His recommendations to help with parking issues are:

1. To have employees park on Bank Lane or behind the post office
2. When events are in the park have the event members park on Bank Lane or behind the post office, and not park in the street
3. Enforce the two hour parking limit.
4. Hire a parking warden.

Mr. Miller stated that he would like the planners to take a look at and work on ways to resolve this issue. Mr. Needleman stated that the parking ordinance needs to be practical and enforceable and he agreed the town planner should spearhead this issue and could start the research in July.

Mr. Marzi suggested sending memos to the residents with suggestions of ways to help with the parking problems. Mr. Needleman suggested having a public hearing.

Mr. Marzi suggested including zoning in the study. Mr. Needleman suggested that all three commissions work on this, Economic Development, Zoning, and Planning.

NEW BUSINESS

Appointments and Resignations, Boards and Commissions

Motion was made by Philip Miller to appoint Susan Malan to the position of alternate member of the Conservation Commission. Norman Needleman seconded the motion. All in favor.

Motion was made by Philip Miller to appoint Kathy Bishop to the position of alternate member of the Park and Recreation Commission. Joel Marzi seconded the motion. All in favor.

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Tent Permit Fee

Motion was made by Philip Miller to approve the waiving of the tent permit fee for the Hot Steamed Jazz festival for the upcoming 2011 festival to be held on June 24, 25, and 26, 2011. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Electrical Permit Fee

Motion was made by Philip Miller to approve the waiving of the electrical permit fee for the Connecticut River Museum for the dock lighting. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Emergency Operations Center Renovation (EOC)

Mr. William Buckridge reported on a grant opportunity that would move the EOC from the basement to the first floor. The grant application was submitted for \$50,342.67. The grant is a matching grant that will match 75% with federal funds. The 25% of \$12,585.67 is the grant match needed from the Town.

Mr. Needleman stated that there was a 9 day window to apply for this particular grant. Mr. Buckridge stated the reason for applying for this grant was due to the water problem in the basement. Water is coming through the floor and walls. There is also a mold and mildew problem. Another reason is that during a recent emergency operation test drill, the room was difficult for people to locate and too small to hold everyone. Mr. Buckridge stated it may be a month before we hear if we are awarded the grant.

Mr. Needleman stated that the Selectmen could inform the Board of Finance for the need of these funds if the grant is awarded.

Mr. Miller stated that when we have a category 2 or 3 hurricane or ice storm, the town hall is our EOC. This building can run on a generator.

Mr. Buckridge stated we had only 45 mph winds the other day and to note the amount of trees that went down. There is less farm land and more trees today.

Mr. Miller stated that he would inform the Board of Finance of this possible request.

Plotter

Mr. Joseph Budrow submitted to the Selectmen a proposal for the purchase of a plotter for use by the Town Clerk's Office, the Assessor's office, and the Land Use Office. The total cost of the plotter is \$8,467.58.

Motion was made by Philip Miller to approve the purchase of the plotter using funds from technology equipment 10475-507200. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

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Land Use Fees

Mr. Miller reported that the Planning Commission delivered a proposed Subdivision Land Use Fees document to his office late this afternoon. Mr. Miller stated that there were several recommendation made by the town's attorney that were included in this proposed ordinance but some recommendations were not. Mr. Miller stated that he would like the three Selectmen to review this thoroughly. The Selectmen agreed to table this item to the next meeting.

Set Town Meeting

Motion was made by Philip Miller to set a Special Town Meeting to be held in and for the Town of Essex, Wednesday, July 6, 2011 at 4:45 pm in the Essex Town Hall, 29 West Avenue in said Essex. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Public Comment:

There was discussion on which local contractors were notified by the town regarding the window project.

There was discussion regarding the parking in the fire zones at Colonial Market parking area. There was a request to increase enforcement in that area. The Selectmen were unclear if that parking lot was enforceable. Police cannot enforce if it is private property. Trooper Kerry Taylor will be notified of this request and asked if enforcement can be done about this problem.

A resident of Book Hill wanted to express his continued concerns regarding speeders on his road. He stated that Book Hill has a lot of speeders and asked if the police could increase ticketing on that street.

SELECTMEN GENERAL DISCUSSION:

Mr. Needleman reported that a section of sidewalk by Hubbard Field has risen up, probably due to the winter cold, and he requested that public works take a look at it.

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

Respectfully submitted,
Maria Lucarelli