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**BOARD OF SELECTMEN MEETING
September 21, 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 7:00 p.m.

Approval of Agenda:

Motion was made by Philip Miller to approve the Agenda with one change. The Regular Meeting August 17th should read September 7th and to add under New Business Item E. Essex Fire Engine Company Proposed 10 Year Plan Capital Expenditures. Joel Marzi seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Norman Needleman to approve the September 7, 2011 Regular Meeting Minutes. Philip Miller seconded the motion. All in favor.

COMMUNICATIONS AND CORRESPONDENCE: None

PUBLIC COMMENT:

INFORMATIONAL ITEMS:

Mr. Miller reported that the Household Hazardous Waste facility had 240 cars. We had been averaging about 130 cars.

Mr. Miller reported that the Mazda Dealership property is located in a flood plain. Mr. Miller stated that he was still looking into a FEMA grant to turn this property into a federal park. Mr. Miller stated that a brief elevated survey on the property needs to be performed and that the cost would be approximately \$600 to \$800. Mr. Needleman inquired if the grant would cover the cost of purchase and cleanup. Mr. Miller responded that he believed the grant would cover it.

Mr. Needleman stated that he would like to have a Phase 3 environmental study done on the property and to know what the total cost would be to clean it up. He would also like answers about the condition of the land. There was discussion and a concern about purchasing the land for \$200,000 and then to be faced with a million dollar clean up bill for the contaminated property. Mr. Needleman stated his concern is that the contamination has leached all over the place. A private property owner is covered by the transfer act. Mr. Marzi stated that he agreed with doing a Phase 3. Mr. Marzi inquired if it would cover the adjacent properties. Mr. Needleman stated that he did not believe so. Mr. Needleman and Mr. Marzi both agreed that they didn't want to buy a liability and would like more research done before buying it.

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Mr. Miller reported that the Town of Essex was awarded a small cities grant for Essex Court and the work is proceeding. The fixtures are new, electric heat is being replaced, and the outside of the buildings are getting new insulation and siding.

Mr. Miller reported that the Essex Basketball Center has kicked off their basketball center fundraiser.

Mr. Miller reported that he had accepted an award from Newsweek Magazine that Valley Regional High School was awarded America's Best High School for 2011 as featured on Newsweek.com.

OLD BUSINESS None

NEW BUSINESS

Emergency Management Suggested Improvements

Mr. Miller reported that during Tropical Storm Irene the Town of Essex found some needs. Mr. William Buckridge, the Emergency Management Director put together a list of Emergency Management Suggested improvements for the Town of Essex.

Mr. Buckridge stated the EOC room has a lot of water in the room.

The Emergency Management Director is also working on an emergency flyer which should take care of some communication problems.

Mr. Needleman stated that in the wrap up meeting, the Emergency Management team decided to look at this storm as a "fire drill" and they found a lot of things that were deficient. Things like the cell phone towers stopped working because they had no generators. The town was relying on cell phones during this storm and there was no coverage because the batteries ran out of power. Mr. Needleman stated that another problem at the dump was due to the fact the compactor did not work because there was no generator to run it. A truck was hired to haul away the rotting food. Mr. Needleman stated that the list was a great start and we will have to look at this list and categorize and prioritize.

Mr. Needleman reported that the EOC room in the first floor of the Town Hall has mold and mildew and many people who volunteered couldn't stay in the room for any length of time during the storm.

Mr. Marzi stated that this list is of immediate problems and the undesignated fund balance is the one source of funds that could possibly be used, but we would have to explain to the Board of Finance why you need these items. Mr. Needleman stated this past storm highlighted the deficiencies. Mr. Marzi inquired how best to proceed. Mr. Needleman suggested we place this item on the next Agenda and have Mr. Buckridge at the table for the next Board of Selectmen meeting to present this list of needs to the public.

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Park and Recreation – Usage Fees Sinking Fund Request



Essex Park and Recreation

September 8, 2011

To: Town of Essex Board of Selectmen
From: Essex Park and Recreation Department
Re: Request to Proceed to Town Meeting for Approval to use Baseball Usage Fees in Sinking Fund Budget for Hubbard Field Irrigation Project

Dear Selectmen,

We are writing to inform you of a project that the Park and Recreation Commission, in coordination with Essex Little League, wishes to undertake this fall. As you know, we collect player use fees from all baseball league players each season. The purpose of these funds is to enable us to complete projects outside the scope of our general fund budget that will go directly back into our ball fields to the benefit of our local ball players.

We wish to install irrigation in the Hubbard Field outfield. Irrigation is currently installed in the infield only. Doing so will improve the quality of our turf in this outfield area which is a current goal of ours. The project has the approval of both our Commission and Essex Little League. The cost of the project is \$2110 which is covered by the money already in our Park & Recreation Usage Fees Sinking Fund.

I respectfully request that a motion be made by the Board of Selectmen to recommend to the Board of Finance this special appropriation from the Park & Recreation Usage Fees Sinking Fund. We will then seek approval from the Board of Finance and bring it to Town vote per the policy of the Town of Essex.

Thank you for your consideration; please let our Department know if you have any questions or concerns on this matter.

Respectfully,

Rick Audet, CPRP
Director
Essex Park and Recreation

Sinking Fund Request -

Motion was made by Norman Needleman to recommend to the Board of Finance to appropriate a sum not to exceed \$2,110.00 for the purpose of installation of an irrigation system in the Hubbard Field outfield. Said sum to be taken from the Park & Recreation Usage Fees Sinking Fund. Philip Miller seconded the motion. All in favor.

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Contingency Request – Park and Recreation



Essex Park and Recreation

29 West Avenue
Essex, CT 06426

September 20, 2011

Philip J. Miller, First Selectman
Board of Selectmen:
Norman M. Needleman
Joel B. Marzi
Town of Essex
29 West Avenue
Essex, CT 06426

Dear Selectmen,

The purpose of this updated memo is to request either a transfer of \$7657.16 from the Town of Essex's General Government: Board of Finance "Contingency" line item 10409-508400, to the General Government: Park & Recreation Commission "Hubbard Field" line item: 10416-505500-505 in the amount of \$1000, and to the General Government: Park & Recreation Commission "Mowing" line item: 10416-504480 in the amount of \$6657.16, or a special appropriation to our budget in said amounts.

On Thursday, June 9, 2011, a severe thunderstorm came through Essex resulting in the Hubbard Field batting cage being damaged beyond repair. The batting cage was immediately taken down and dismantled for safety reasons. A loss report was filed with our underwriter at CIRMA, all documentation and forms were submitted, and we have received a check for \$7305.75. The project cost for both the batting cage and installation is \$8305.75. Our insurance policy includes a \$1000 deductible for this type of incident.

Additionally, due to Tropical Storm Irene, Park & Recreation incurred \$6657.16 worth of expenses to address immediate safety concerns in our Town parks including tree damage/removal, debris removal, irrigation system repair, and Ivoryton Green fence damage. All documentation of expenses is attached.

We are requesting the transfer or special appropriation stated above. I have been advised by the Treasurer's Office to bring this matter to the attention of the Board of Selectmen first, and then I would welcome the Board of Finance to review the matter as well and offer their direction on how to best proceed. Please let me know if you require any additional information or action from Park & Recreation at this time. Thank you.

Sincerely,

Rick Audet, CPRP
Director
Essex Park and Recreation

Cc G. Michael Holmes, Park and Recreation Commission Chair

Mr. Needleman suggested these invoices for damages from Tropical Storm Irene be submitted to CIRMA, our insurance carrier, for possible reimbursement. This request for contingency funds was tabled until we could determine if these damages were reimbursable.

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STEAP Grant – Novelty Lane Pentway Project

Philip Miller reported that there were three bids for the Novelty Lane Project. ReadCo's bid came in at \$19,010.77, Eleuthera Associates was \$54,395.00, and Burnett's Landscaping was \$44,741.00. There was discussion regarding the project and water running into the cove from properties adjacent to the project. Mr. Marzi stated he went to the wetland's hearing and it was determined that the roof runoff from the property would go into the cove anyway.

There was a question regarding the grant funds and what would happen to the funds if they were not all used. Mr. Needleman stated the funds would go back to the state. Mr. Needleman stated the three neighbor's had agreed on the improvements and they worked out some of the issues amongst themselves.

Motion was made by Philip Miller to accept READCO's bid and award the Novelty Lane Pentway Project to READCO, LLC for \$19,010.77. Joel Marzi seconded the motion. All in favor.

Appointments and Resignations, Boards and Commissions

Motion was made by Philip Miller to appoint Ronald W. Skinner 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 Jeffrey C. Lovelace to the position of alternate member of the Zoning Commission. Joel Marzi seconded the motion. All in favor.

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, October 5, 2011 at 4:45 pm in the Essex Town Hall, 29 West Avenue in said Essex. Joel Marzi seconded the motion. All in favor.

Essex Fire Department Fire Engine Co. Proposed 10 Year Plan Capital Expenditures

Mr. Miller reported that with revenue challenges and with the recession of 2008, we've had to curtail the sinking funds, in particular with the fire department.

There was discussion regarding the needs of the fire department.

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Essex Fire Engine Co. No. 1

Apparatus Replacement Schedule

Apparatus	Year Manufactured	Anticipated Replacement Date
Engine 652 (Pierce)	1994	2016 (See 10 Year Plan)
Engine 654 (Pierce)	1996	2018 (See 10 Year Plan)
Rescue 69 (Spartan/SVI)	1999	2020 (See 10 year plan)
Boat 62 (Privateer)	1992	2020 (See 10 year plan)
Tower ladder (Sutphen)	1994	2024
Tanker 663 (4 Guys)	2004	2026
Engine 655 (Crimson)	2008	2030

NFPA guidelines recommend a twenty year life span for fire apparatus, however, we have placed all of these trucks on a twenty-two year replacement schedule, with the exception of the Tower Ladder Truck which is on a thirty replacement schedule because it has been refurbished.

Mr. Miller stated the fire apparatus are on a 22 year replacement schedule. The selectmen would like the officers to come to a Selectmen's meeting and present their needs. Mr. Marzi stated that the fire department is looking for a second location for a firehouse because the Ivoryton firehouse has many needs.

Mr. Needleman stated that there is currently about \$150,000 in the Fire Department sinking fund. Last year \$75,000 was put into the fund. Mr. Miller stated that in the past, sinking funds were funded quite well, but due to the economy, it has not been funded well, and we are behind. Mr. Needleman stated there is about \$314,000 in undesignated funds.

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Mr. Marzi and Mr. Needleman stated the schools are most likely going to be a big ticket items next during the next budget season. The Essex Elementary School roof and the Town Hall roof both need to be replaced. There was discussion on whether to put away sinking funds or bond it?

Public Comment:

There was discussion regarding the Essex Police Boat and the new Essex boat ramp.

Mr. Lovelace stated that the boat launch ramp looks great and everything is working fine. Mr. Lovelace also commended the Board of Selectmen and Mr. Mike Birner for keeping the landfill open for the full week and open later in the evenings after the storm.

Mr. Hyde asked if town's people had caught up with bringing the debris from the storm to the landfill. Mr. Miller stated that he believed that most all residents have caught up.

SELECTMEN GENERAL DISCUSSION: None

Motion was made by Norman Needleman to adjourn the regular meeting at 8:17 p.m. Philip Miller seconded the motion. All in favor.

Respectfully submitted,
Maria Lucarelli

EXECUTIVE SESSION

Motion was made by Philip Miller to enter Executive Session at 8:25 p.m. for the purpose of a personnel Issue. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Present: First Selectman Philip Miller, Selectman Norman Needleman, Selectman Joel Marzi, Officer Russ Gingras, and Deputy Treasurer Kelly Sterner.

Motion was made by Philip Miller to exit Executive Session at 9:06 p.m. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted

Philip Miller
First Selectman