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**BOARD OF SELECTMEN
REGULAR MEETING
November 16, 2011**

Present: Norman M. Needleman, First Selectman
Stacia R. Libby, Selectman
Joel B. Marzi, Selectman

Norman Needleman called the meeting to order at 7:02 p.m.

Approval of Agenda:

Motion was made by Norman Needleman to approve the Agenda with the following changes. To amend the line Public Comment line by removing "For Items Not on the Agenda" and to remove Item 8F. Joel Marzi seconded the motion but requested there be a discussion on whether to add back the second public comment onto the agenda and it was unanimously approved. Motion carried.

Approval of Minutes:

Motion was made by Norman Needleman to approve the October 19, 2011 Regular Meeting Minutes. Joel Marzi seconded the motion. Stacia abstained. Motion carried.

Motion was made by Norman Needleman to approve the October 28, 2011 Special Meeting Minutes. Joel Marzi seconded the motion. Stacia abstained. Motion carried.

Motion was made by Norman Needleman to approve the November 4, 2011 Special Meeting Minutes. Joel Marzi seconded the motion. Stacia abstained. Motion carried.

Communications and Correspondence: None

PUBLIC COMMENT:

Lois Ely stated congratulations and good luck to the Board of Selectmen.

INFORMATIONAL ITEMS None

OLD BUSINESS:

Emergency Operations Center Refit

Mr. Needleman reported that our insurance company would allow for cleaning up of the mold in the basement, not the asbestos. They would also pay for the moving of the Emergency Operations Center (EOC) from the basement up one floor and then they would move ECO back downstairs. The process will be complicated and we are getting the appropriate quotes. We want to eliminate the water problems downstairs, especially in the vault. The vault is lower and the insurance company stated they would not pay for the

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vault remediation, but Mr. Needleman stated that while we were fixing the water problem in the EOC room we should also address the vault at the same time.

NEW BUSINESS:

Set Public Hearing and Town Meeting

Mr. Needleman reported on the short list of Emergency Management items that had been recommended by the Board of Selectmen to be purchased this fall either from contingency or by an appropriation in order to set the town up in preparation of a severe storm this winter.

Emergency Management Suggested Improvements:

Mr. Needleman reported that in follow-up to Tropical Storm Irene Emergency Management put together a list of improvements and needs. The initial list totaled \$223,349.17. The list has been reviewed and pared down to \$32,528. The list has been reduced quite a bit and the Selectmen fully support the volunteers having equipment in working order. Items on the list include signage to be used for Centerbrook and Ivoryton, a hydraulic thumb, first responder radios and repeaters, emergency management flyer project, email spooler and transportable sandwich boards.

Motion was made by Norman Needleman to set a public hearing on Wednesday, December 7th at 7 p.m. for the purpose of going over the list of items that were found lacking after Tropical Storm Irene. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Motion was made by Norman Needleman to set a Special Town Meeting on Wednesday, December 21, 2011 at 6:30 p.m. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Appointments and Resignations Board and Commissions

Motion was made by Norman Needleman to accept the resignation of regular member Alvin Wolfgram from Water Pollution Control Authority. Joel Marzi seconded the motion. All in favor.

Motion was made by Norman Needleman to accept the resignation of regular member Alvin Wolfgram from Sanitary Waste Commission. Joel Marzi seconded the motion. All in favor.

Motion was made by Norman Needleman to accept the resignation of alternate member Mark J. Reeves from Water Pollution Control Authority. Joel Marzi seconded the motion. All in favor.

Motion was made by Norman Needleman to accept the resignation of alternate member Mark J. Reeves from Sanitary Waste Commission. Joel Marzi seconded the motion. All in favor.

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Motion was made by Norman Needleman to accept the resignation of alternate member Leigh Rankin from Water Pollution Control Authority. Joel Marzi seconded the motion. All in favor.

Motion was made by Norman Needleman to accept the resignation of alternate member Leigh Rankin from Sanitary Waste Commission. Joel Marzi seconded the motion. All in favor.

Norman Needleman reported the following **First Selectman appointments** that will go to Town Meeting on November 21:

Aff	Name	Term
Conservation Commission – 3 yr term		
U	Pamela Bernardini	Dec 14
D	Gudrun Lelash	Dec 14
D	Maryann Pleva	Dec 14
U	Susan Malan (Alternate)	Dec 14
Inland Wetlands Commission		
D	Gudrun Lelash	Dec 14
D	Claire Tiernan	Dec 14
D	Barbara Zernike	Dec 14

Motion was made by Norman Needleman to reappointed Janice Atkeson to the Essex Housing Authority. Effective December 31, 2011. This appointment does not require Town Meeting. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

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Motion was made by Norman Needleman to recommend the following **Board of Selectmen appointments** to Town Meeting on November 21. Joel Marzi seconded the motion and it was unanimously approved. Motion carried.

Aff	Name	Term
Economic Development Commission		
D	Lon Seidman	Dec 13
R	Lee Thompson	Dec 13
D	Mark Uihlein	Dec 13
Harbor Management Commission		
D	Walter Wiegert	Dec 14
R	Mark Faulstick (Alternate)	Dec 14
Park and Recreation Commission		
D	Anthony Mosa	Dec 14
D	Robert Russo	Dec 14
D	Douglas Senn	Dec 14
D	Cathy Bishop (Alternate)	Dec 14
Sanitary Waste Commission		
D	Mark Reeves	Dec 13
U	Randel Osborne	Dec 13
D	Robert Van Houten	Dec 13
R	Leigh Rankin	Dec 13
D	Alvin Wolfgram (Alternate)	Dec 13
WPCA		
D	Mark Reeves	Dec 13
U	Randel Osborne	Dec 13
D	Robert Van Houten	Dec 13
R	Leigh Rankin	Dec 13
D	Alvin Wolfgram (Alternate)	Dec 13
Zoning Board of Appeals		
R	Douglas Demarest	Dec 14
R	William Timothy Furgueson	Dec 14
Zoning Commission		
R	Lillian Mosa	Dec 14
D	Alvin Wolfgram	Dec 14
D	Robert Connelly (Alternate)	Dec 14
D	William Reichenbach (Alternate)	Dec 14
Tree Committee – 3 yr term		
R	Nancy Hudson	Dec 14
D	Anne Penniman	Dec 14

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A. Holiday Party

There was discussion on the Town Hall holiday party. The dates tentatively set are Monday, December 5th or Monday the 12th.

B. 2012 Holiday Schedule

New Year's Day	January 2, 2012*	Monday
Martin Luther King Day	January 16, 2012	Monday
Presidents' Day	February 20, 2012	Monday
Good Friday	April 6, 2012	Friday
Memorial Day	May 28, 2012	Monday
Independence Day	July 4, 2012	Wednesday
Labor Day	September 3, 2012	Monday
Columbus Day	October 8, 2012	Monday
Election Day	November 6, 2012	Tuesday
Veterans Day	November 12, 2012	Monday
Thanksgiving Day	November 22, 2012	Thursday
Day after Thanksgiving Day	November 23, 2012	Friday
Christmas Eve	December 24, 2012	Monday
Christmas Day	December 25, 2012	Tuesday
New Year's Eve	December 31, 2012	Monday
New Year's Day	January 1, 2013	Tuesday

* Personnel Manual states: All holidays will be celebrated either on the traditional date or on the date designated by the Governor. In all cases, when a holiday falls on a Saturday, the preceding Friday shall be the day off; and when a holiday falls on a Sunday, the following Monday shall be the day off.

Motion was made by Norman Needleman to accept the 2012 Holiday Schedule. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

C. 2012 Board of Selectmen Meeting Schedule

January 4, 2012	5:00 pm
January 18, 2012	7:00 pm
February 1, 2012	5:00 pm
February 15, 2012	7:00 pm
March 7, 2012	5:00 pm

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March 21, 2012	7:00 pm
April 4, 2012	5:00 pm
April 18, 2012	7:00 pm
May 2, 2012	5:00 pm
May 16, 2012	7:00 pm
June 6, 2012	5:00 pm
June 20, 2012	7:00 pm
July 5, 2012	5:00 pm
July 20, 2012	7:00 pm
August 1, 2012	5:00 pm
August 15, 2012	7:00 pm
September 5, 2012	5:00 pm
September 19, 2012	7:00 pm
October 3, 2012	5:00 pm
October 17, 2012	7:00 pm
November 7, 2012	5:00 pm
November 21, 2012	7:00 pm
December 5, 2012	5:00 pm
December 19, 2012	7:00 pm
January 2, 2013	5:00 pm

A. All meetings are held in Meeting Room A unless otherwise noted.

Motion was made by Norman Needleman to approve the 2012 Board of Selectmen schedule with a mention that the first Wednesday in July is the 4th of July holiday and the Selectmen will hold their first meeting in July on Thursday July 5th at 5 p.m. Stacia Libby seconded the motion and it was unanimously approved. Motion carried.

SELECTMEN GENERAL DISCUSSION:

Mr. Marzi did some research on agendas and public comment. He found that although you should limit discussion to items on the agenda, you should always allow people to speak or comment on what people want to speak about. Mr. Marzi stated that the Selectmen could set rules on how to handle non-productive comments. It is the only time the public can interface the Board of Selectmen. He also wanted to address setting some rules on how to compile the agenda.

Mr. Needleman felt that the Selectmen have always been very flexible in allowing participation from the public at the Selectmen meetings.

Mr. Needleman stated that if the public comment is at the end of the meeting and someone is present that just wants to make an announcement, then they have to wait until the end

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of the meeting. Mr. Needleman stated that the public is always welcome to be here, it is a public forum.

Mr. Marzi stated the Board of Selectmen is held at a higher standard. There was discussion regarding whether public comment is even a requirement at a Board of Selectmen meeting.

Mr. Marzi stated that he would do a little bit more research on the public comment section and would like to keep an open government with open communication and to leave the agenda the way it was.

Motion was made by Norman Needleman to adjourn the regular meeting at 7:26 p.m. Norman Needleman seconded the motion and it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli