

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
December 18, 2013**

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

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

Approval of Agenda:

Motion was made by Stacia Libby to approve the Agenda with one addition under New Business 8E. Job Description. Bruce Glowac seconded the motion. All in favor.

Approval of Minutes:

Motion was made by Stacia Libby to approve the December 4th Minutes. Norman Needleman seconded the motion. Bruce Glowac seconded the motion. Motion carried.

Communications and Correspondence: None

Public Announcements / Comment: None

INFORMATIONAL ITEMS:

There was discussion regarding a letter from the State Historic Preservation Office, from the Department of Economic Development, that was sent informing property owners that their property is located in the historic district, near the "British Raid" on Pettipaug (Essex).

The Director of Finance, Kelly Sterner, reported that budget requests have been distributed to all internal personnel and external organizations that make budget requests. Ms. Sterner reported that budget workshops have been scheduled for: Saturday, February 8, 2014 at 1:00 pm – 4:00 pm, Wednesday, February 19, 2014 at 5:00 pm – 7:00 pm, if necessary, and Wednesday, March 5, 2014 immediately following the regular meeting until 7 pm.

OLD BUSINESS: None

NEW BUSINESS:

Retirement Plan – Defined Benefit vs. Defined Contribution

There was discussion on the possibility of looking at the Town going from a Defined Benefit Plan to a Defined Contribution Plan for all new employees and possibly offering the Defined Contribution Plan option for current employees.

Demolition Ordinance

Mr. Needleman discussed the Demolition Ordinance which is an ordinance originally created in an attempt to deter people from destroying older buildings. The Selectmen tabled this until the next meeting.

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Appointments and Resignations Board and Commissions

Norman Needleman accepted the resignation of Walter Schieferdecker from the Connecticut River Gateway Commission.

Norman Needleman re-appointed Jae Wolf as the Animal Control Officer for term January 1, 2014 to January 1, 2015.

Motion was made by Norman Needleman to appoint Virginia Willets as a regular member of the Zoning Board of Appeals. Stacia Libby seconded the motion. All in favor.

Job Description – Animal Control Officer

The Animal Control Officer works closely with the Resident State Trooper or Police Authority.

Motion was made by Norman Needleman to approve the updated Animal Control Officer Job Description. Stacia Libby seconded the motion. All in favor.

Set Town Meeting

Motion was made by Stacia Libby to set a Special Town Meeting for Wednesday, January 8, 2014 at 4:45 pm. Bruce Glowac seconded the motion. All in favor.

Public Comment: None

SELECTMEN GENERAL DISCUSSION:

Code of Ethics Task Force

There was discussion regarding the Town having a Municipal Ethics Task Force and implementing a Code of Ethics. There was further discussion on the expectations of volunteers and how they can be trained once they are appointed to a board or commission. There was discussion on creating an information packet for new volunteers along with a list of recommended training. The Connecticut Conference of Municipalities already has training opportunities for volunteers. The goal would be to develop objective criteria that the Town expects volunteers to work within.

State Road 621 (Westbrook Road) Update

There was discussion on safety issues to walkers along this road. The State of Connecticut has agreed to lower the speed limit by 5 miles. The new speed limit will be 30 MPH in both directions.

Solarized Connecticut

This item was tabled until the next Board of Selectmen Meeting.

LED Lights

There was discussion on analyzing the invoices on the Town owned street lights.

Motion was made by Bruce Glowac to adjourn the meeting at 8:00 p.m. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Maria P. Lucarelli

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EXECUTIVE SESSION

Motion was made by Norman Needleman to go into Executive Session at 8:01 pm for the purpose of discussion of pending claims and litigation. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Present: Norman M. Needleman, Stacia R. Libby, Bruce M. Glowac. Invited Guest Maria Lucarelli.

Motion was made by Norman Needleman to exit the Executive Session at 8:15 pm. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Re-open the Regular Meeting:

The regular meeting resumed at 8:16 pm

Motion was made by Stacia Libby to adjourn the meeting at 8:16 p.m. Norman Needleman seconded the motion, it was unanimously approved. Motion carried.

Respectfully submitted,
Norman M. Needleman