

**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 MINUTES  
February 21, 2024**

**Present:** Norman M. Needleman, First Selectman  
Stacia R. Libby, Selectman  
Bruce M. Glowac, Selectman (Virtual)

Norman Needleman called the meeting to order at 7:44 p.m.

Norman Needleman welcomed everyone to the Board of Selectmen in person and remote public access meeting via Zoom.

Others in attendance: Finance Director Tracey Celentano, Kelly Sterner, and DG Fitton.

**Approval of Agenda:**

**Motion** was made by Stacia Libby to approve the agenda. Bruce Glowac seconded the motion. All in favor.

**Approval of Minutes:**

**Motion** was made by Bruce Glowac to approve the February 7, 2024 Meeting Minutes. Stacia Libby seconded the motion. All in favor.

**Informational Items, Communications and Correspondence**

**Public Announcements / Comment:** None

**OLD BUSINESS:**

**Capital Committee:** Mr. Glowac reported that he is working with Kelly Sterner and John Guskowski on creating an RFP for the public safety complex. The committee is looking for an alternate location for the Police Department and Emergency Management.

**Signage** Selectman Stacia Libby reported she is working with Public Works Director Ryan Welch at creating new signage and possibly refurbishing the 2 rotary signs.

**250<sup>th</sup> Anniversary – July 4, 2026** Selectman Libby had nothing new to report.

**NEW BUSINESS:**

**Appointments and Resignations Board and Commissions**

**First Selectman Norman Needleman appointed** Roger Kern as a regular member of the Conservation Commission filling an unexpired term ending December 2026, which will need to go to a Town Meeting.

**First Selectman Norman Needleman appointed** Peter Fleischer as a regular member of the Gateway Commission, which will need to go to a Town Meeting.

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**First Selectman Norman Needleman appointed** James Hiller as an alternate member of the Gateway Commission, which will need to go to a Town Meeting.

**VACANCIES:**

**Park & Recreation Commission**

Vacancy (alternate)

Vacancy (alternate)

**Conservation Commission**

Vacancy (alternate)

Vacancy (alternate)

**CT Water's Customer Advisory Council (CAC)**

Connecticut Water & Marine Water is asking the Town to appoint a resident of the community who is a customer of Connecticut Water to serve on CT Water's Customer Advisory Council (CAC). The purpose of the council is to enhance communications with their customers and communities. The meetings are held every 3 to 6 months via Zoom. Please let Selectman Needleman know if you are interested in representing the Town of Essex or call 860-767-4340 x 112 for more information.

Open Town Board and Commission positions can be found at

[https://www.essexct.gov/sites/g/files/vyhlif3116/f/uploads/boards\\_and\\_commissions\\_website\\_30.pdf](https://www.essexct.gov/sites/g/files/vyhlif3116/f/uploads/boards_and_commissions_website_30.pdf)

The application to join a Board or Commission can be found at:

[https://www.essexct.gov/sites/g/files/vyhlif3116/f/file/file/application\\_to\\_volunteer\\_for\\_board\\_or\\_commission\\_fillable\\_4\\_13\\_18.pdf](https://www.essexct.gov/sites/g/files/vyhlif3116/f/file/file/application_to_volunteer_for_board_or_commission_fillable_4_13_18.pdf)

**American Rescue Plan Funds:**

There was discussion that the Town's Pitney Bowes postage machine is an IBI meter and the USPS is updating postage meter regulations and all IBI meters must be phased out before June 2024.

**Motion** was made by Bruce Glowac to approve and recommend to Board of Finance an appropriation in the amount of \$7,500 to be allocated from the American Rescue Plan Act Funds to be used to purchase a new postage meter. Stacia Libby seconded the motion, and it was unanimously approved. Motion carried.

**Public Hearing** None

**Set Town Meeting** None

**General Discussion** None

**Motion** was made by Bruce Glowac to adjourn the meeting at 8:41 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,  
Maria P. Lucarelli