BOARD OF SELECTMEN  
REGULAR MEETING  
September 7, 2022

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

Norman Needleman called the meeting to order at 5:04 p.m.

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

In attendance: First Selectman Norman M. Needleman, Selectman Stacia R. Libby, and Selectman Bruce M. Glowac.

Others in attendance: Finance Director Tracey Celentano, Kelly Sterner, and Ryan Given (RnB Enterprises)

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 August 17, 2022 Meeting Minutes. Stacia Libby seconded the motion. All in favor.

Informational Items, Communications and Correspondence
The Town has received positive feedback regarding the paving projects and professionalism of the Public Works department personnel.

A 2022 STEAP Project Application for Essex Civic Campus Enhancements, Phase II was submitted.

There was discussion of installation of a pickleball court, possibly as Essex Elementary School.

Public Announcements / Comment: None 

OLD BUSINESS:

Capital Committee:
The Committee met on August 30th to identify stakeholders and outline a plan to identify and prioritize projects. In tandem with the Capital Plan, the River Road bridge and sidewalk project will be moving forward. The Board of Selectmen and Capital Committee agreed the construction of sidewalks must begin in advance of the bridge due to the grant deadline. Another project includes building a second floor on top of the Police Department at the Essex Town Hall. The next meeting will be Tuesday, September 27th at 10:30 am to meet with Ryan Welch, Bob Doane, and John Guzkowski to review infrastructure projects.
NEW BUSINESS:

Appointments and Resignations Board and Commissions

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

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

The following are Board and Commission openings:
- Conservation Commission – Regular Member
- Conservation Commission – Alternate Member
- Park and Recreation Commission – 2 Alternate Members

American Rescue Plan Funds:
The Finance Director presented to the Board of Selectmen the summary list of projects to date along with the remaining balance $415,579.

There was discussion of improving the sound quality in the Town Hall Auditorium and doing some minor technology upgrades to the auditorium with cameras that would be mounted at the back of the room to catch the presenters as well as cameras at the front of the room to capture the audience. The Town is also investigating ways to improve the acoustics in this large room.

Motion was made by Bruce Glowac to recommend to the Board of Finance an appropriation in an amount not to exceed $20,000 to be allocated from the American Rescue Plan Act (ARPA) Funds to upgrade the Town Hall Auditorium to include audio and video equipment. Norman Needleman seconded the motion. All in favor.

Supplemental Appropriations
Motion was made by Norman Needleman to approve and recommend to the Board of Finance the 2021/22 Budget year fyf supplemental appropriations in the amount of $97,877.00 to be distributed according to the following chart. Stacia Libby seconded the Motion. All in favor.

FYE Required Supplemental Appropriations

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Clerk (Offset by Revenue)</td>
</tr>
<tr>
<td>Police Services for additional shifts</td>
</tr>
<tr>
<td>Total Supplemental Appropriations</td>
</tr>
</tbody>
</table>
Minutes of the Board of Selectmen Meeting

FYI Transfers

Motion was made by Norman Needleman to approve and recommend the 2021/22 Budget year fy Transfers in the amount of $45,846.84 from Board of Finance Contingency to be distributed according to the following chart. Stacia Libby seconded the Motion. All in favor.

<table>
<thead>
<tr>
<th>Org #</th>
<th>Department</th>
<th>Primary Cause(s)</th>
<th>Recommended year end transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>10404</td>
<td>Tax Collector</td>
<td>Payroll / Office Supplies / Advertising</td>
<td>$ 2,405.66</td>
</tr>
<tr>
<td>10410</td>
<td>Conservation Commission</td>
<td>Grounds Maintenance &amp; Repair &amp; Engineering Fees</td>
<td>$ 1,704.96</td>
</tr>
<tr>
<td>10414</td>
<td>Building</td>
<td>Fees to State (offset by higher than budgeted fees collected $59K)</td>
<td>$ 2,276.13</td>
</tr>
<tr>
<td>10417</td>
<td>Inland Wetlands Commission</td>
<td>Part-Time Payroll (Board Clerk)</td>
<td>$ 428.15</td>
</tr>
<tr>
<td>10421</td>
<td>Fire Marshal</td>
<td>Automobile Expense (Fuel &amp; Repairs)</td>
<td>$ 988.50</td>
</tr>
<tr>
<td>10423</td>
<td>Resident Trooper</td>
<td>Fringe Rate</td>
<td>$ 1,052.81</td>
</tr>
<tr>
<td>10426</td>
<td>Harbor Patrol</td>
<td>Additional Shifts (PT Payroll) - Extra Boat Traffic</td>
<td>$ 6,534.89</td>
</tr>
<tr>
<td>10428</td>
<td>Emergency 9-1-1</td>
<td>Everbridge</td>
<td>$ 56.75</td>
</tr>
<tr>
<td>10435</td>
<td>Transfer Station</td>
<td>MIRA Fees</td>
<td>$ 2,387.47</td>
</tr>
<tr>
<td>10450</td>
<td>Public Works</td>
<td>Road Reconstruction</td>
<td>$ 17,537.69</td>
</tr>
<tr>
<td>10475</td>
<td>Technology</td>
<td>Managed IT Services &amp; Internet Service Provider</td>
<td>$ 8,230.62</td>
</tr>
<tr>
<td>10494</td>
<td>OPEB Trust</td>
<td>Third participant</td>
<td>$ 2,243.21</td>
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<td>$ -</td>
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<td></td>
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<td>$ 45,846.84</td>
</tr>
</tbody>
</table>

National Opioid Settlement

Motion was made by Stacia Libby to allocate the $2,271.57 received from the National Opioid Settlement to Tri-Town Youth Services Bureau contingent upon the Town of Deep River and the Town of Chester also participating. Bruce Glowac seconded the Motion. All in favor.

Public Hearing

None

October 5, 2022 Board of Selectmen Meeting Time Change

Motion was made by Norman Needleman to move the October 5, 2022 Board of Selectmen Meeting from 5:00 pm to 7:00 pm. Stacia Libby seconded the motion. All in favor.

Set Town Meeting

Motion was made by Bruce Glowac to set a Special Town Meeting on Wednesday, October 5, 2022, at 6:45 pm in Conference Room A. Stacia Libby seconded the motion. All in favor.

Public Comment / Announcements

None

SELECTMEN GENERAL DISCUSSION

None

Motion was made by Norman Needleman to adjourn the meeting at 5:55 p.m. Stacia Libby seconded the motion. All in favor.

Respectfully submitted, Maria P. Lucarelli

Board of Selectmen September 7, 2022