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**BOARD OF SELECTMEN
SPECIAL MEETING
November 4, 2021**

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

Norman Needleman called the meeting to order at 5:10 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, Selectman Bruce R. Glowac.

Others in attendance: Tracey Celentano, Kelly Sterner, members of the Harbor Commission.

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 October 20, 2021 Meeting Minutes. Norman Needleman seconded the motion. All in favor.

Informational Items, Communications and Correspondence

Mr. Needleman reported that all three Selectmen were re-elected for another term. Norman Needleman, Stacia Libby, and Bruce Glowac have served together for 5 terms.

Mr. Needleman reported that all the sidewalk work in Centerbrook has been completed and there are now continuous sidewalks from Ivoryton all the way down to the Connecticut River.

The Selectmen presented a Proclamation to Ernest "Cy" Libby for his continued efforts in managing the Essex waterfront and saving numerous individuals and a dog from certain drowning in harsh conditions. The Town is incredibly grateful for the marine rescues. The Board of Selectmen and the Harbor Commission presented the Proclamation to recognize the significant contributions of Ernest "Cy" Libby during his many years of service keeping the Town of Essex waterfront safe.

Public Announcements / Comment: None

OLD BUSINESS: None

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NEW BUSINESS:

Appointments and Resignations Board and Commissions

Motion was made by Stacia Libby to recommend the following **Board of Selectmen appointments** to the Annual Town Meeting on November 15. Norman Needleman seconded the motion, and it was unanimously approved. Motion carried.

Harbor Management Commission

Terry Stewart
John Senning

Park & Recreation Commission

Carolyn Field (alternate)

Zoning Board of Appeals

Barbara Sarrantonio
Phil Beckman
Richard Rybak (alternate)

Planning and Zoning Commission

Robert L. Day III

Norman Needleman reported the following **First Selectman appointments** that will go to the Annual Town Meeting on November 15:

Conservation Commission

Richard Helmecki
Kathleen Tucker

Economic Development Commission

Peter Decker
James Vineburgh

Inland Wetlands Commission

Michael Furgueson
David Kirsch (alternate)

Norman Needleman reported the following **Board of Selectmen appointments:**

Tree Committee

Kenneth Bombaci

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Norman Needleman reported the following **First Selectman appointments:**

Essex Housing Authority

Janice Atkeson

Retirement Board

Peter Decker

Robert Parkerson

Animal Control Officers

Harry Plaut

Matthew Carroll (Assistant)

2022 Holiday Schedule

Motion was made by Stacia Libby to approve the 2022 Town of Essex Holiday Schedule. Bruce Glowac seconded the motion, it was unanimously approved. Motion carried.

2022 Board of Selectmen Meeting Schedule

Motion was made by Bruce Glowac to approve the 2022 Board of Selectmen Meeting Schedule. Stacia Libby seconded the motion, it was unanimously approved. Motion carried.

Ordinance – Smoking

Mr. Needleman reported that a draft smoking ordinance was prepared by the Town attorney. The ordinance would expand the current smoking regulations to parks and Town owned property in order to make all Town parks and property non-smoking. The Selectmen tabled this to the next meeting.

Schedule Public Hearing None

Set Town Meeting None

Job Descriptions

Motion was made by Norman Needleman to approve the Harbor Commission Recording Secretary job description. Stacia Libby seconded the motion. All in favor.

The Selectmen discussed that effective immediately, recording secretaries shall receive a minimum of two (2) hours pay at the applicable rate for attending and working the regularly scheduled board or commission meetings or special meetings, provided that the time worked is not contiguous to his/her regularly scheduled hours. The Selectmen further agreed that if meetings are cancelled at the last minute on the day of the meeting due to lack of a quorum or other extenuating circumstances, that the recording secretary shall still receive a minimum of two (2) hours pay.

American Rescue Plan Funds (ARPA) None

There was discussion on the possibility of purchasing a Fire Marshal vehicle since it is used for public safety.

Public Comment: None

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SELECTMEN GENERAL DISCUSSION:

American Rescue Plan Funds (ARPA) – Employee/Volunteer Appreciation

The Selectmen discussed different scenarios for employee/volunteer appreciation using ARPA funds. Possibly doing an appreciation dinner, or a \$100 or \$200 gift card, or paying for the annual banquet, etc.

Security Cameras

Norman discussed quotes that were received for installation of security cameras in Town parks. This was tabled until next meeting.

Rumble Strips

The Town received a letter from the Department of Transportation regarding their plans to resurface Route 153 from Westbrook to Essex that would also include installation of centerline rumble strips (CLRS). The letter from DOT requires a signature that the Town concurs with the installation. The Selectmen, at this time, are not going to vote on whether to sign this today and tabled this to be discussed further at the next Selectmen meeting.

Motion was made by Bruce Glowac to adjourn the meeting at 6:02 p.m. Norman Needleman seconded the motion. All in favor.

Respectfully submitted,
Maria P. Lucarelli