

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
April 8, 2008**

**BOARD OF TRUSTEES:** Larry Yandow (Village President); Deb Billado, Peter Gustafson, John Lajza, George Tyler.

**ADMINISTRATION:** Dave Crawford, Village Manager.

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**I. OATH OF OFFICE, CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Village Clerk, Susan McNamara-Hill, administered the Oath of Office to the newly (re)elected Trustees, Peter Gustafson and George Tyler. Village President, Larry Yandow, called the meeting to order at 7 p.m. and led the assemblage in the Pledge of Allegiance.

**II. AGENDA ADDITIONS/CHANGES**

**1. Appointment to CVE Negotiating Committee**

Trustee John Lajza was appointed to the CVE negotiating committee to complete a committee of three Trustees and avoid a tie vote situation. Regarding a comment about Trustee Yandow being a shareholder of CVE stock, Larry Yandow disclosed he owns one share out of a total of 5,000 shares of stock. Per the Ethics Policy, "conflict of interest" is defined as being at least a five percent shareholder of total outstanding shares. Regarding the Board not working as fast as could be, negotiations are proceeding quite speedily and much has been accomplished to date with much to go. The effort continues, assured Mr. Yandow, adding it is hoped to have something in place in the short term relative to the noise issue.

Dave Crawford mentioned having two rather than three board members to avoid the need to publicize a meeting of the Board of Trustees. It was noted the meetings are Executive Sessions at this point in time.

**2. Assumption of Duties**

**MOTION by John Lajza, SECOND by George Tyler, to nominate and appoint Trustee Deb Billado to assume the duties of chairperson of the Board of Trustees meeting in the absence of Larry Yandow. VOTING: unanimous; motion carried.**

Larry Yandow left the meeting due to illness. The meeting proceeded under Trustee Billado's leadership.

**III. GUESTS/PRESENTATIONS**

**1. Downtown Group Proposal**

Michelle Ottaviano explained her proposal to create opportunity for businesses in the downtown area (Five Corners) to work cooperatively in developing community and furthering business growth. Ms. Ottaviano said she plans to meet with area business owners to research what was done in the past and what needs to happen in the future to reach this goal. What is being done in other communities will also be investigated. Ms.

Ottaviano explained her idea of the theme for the block party this year to be Harry Potter, perhaps with a 'Hogwarts train' and readings from the Harry Potter books. It was mentioned there was a past downtown business group that was networking. Jeff Arango may be able to provide further information. The Trustees asked to be kept informed on the proposal.

2. Comments from Public on Items not on the Agenda

There were none.

**IV. OLD BUSINESS**

None.

**V. NEW BUSINESS**

1. Confirm Village Manager's Annual Appointments

**MOTION by Peter Gustafson, SECOND by George Tyler, to confirm the following appointments until June 30, 2009:**

**Susan McNamara-Hill as Clerk/Treasurer/Tax Collector**

**Dave Barra as Village Attorney**

**Hamlin Consulting Engineers as Village Engineer**

**Forcier, Aldrich and Associates as Waste Water Treatment Facility Engineer**

**VOTING: 4 ayes; motion carried.**

2. Review Ethics Policy

The Board reviewed and signed the Ethics Policy.

**VI. VILLAGE MANAGER'S REPORT**

1. Verbal/Written Report

Dave Crawford reported the following:

- Jeff Arango submitted his notice of resignation effective August 1, 2008 in order to attend graduate school at the University of Washington at Seattle. Mr. Arango will be pursuing a Master's Degree in Urban Planning and Design. The vacancy will be advertised in Vermont and the New England region.
- Noise issue with CVE continues to move forward. The matter will be further discussed in Executive Session.
- VTrans will update the Trustees at the 4/22/08 meeting on the circumferential highway EIS and discuss the Route 2A alternative versus building the highway.
- Rick Jones will work with Jeff Arango on projects in the village (Five Corners improvement project) to ensure a smooth transition when Mr. Arango leaves.

**VII. TRUSTEES COMMENTS & CONCERNS/READING FILE**

1. Reading List

Trustee Billado reviewed election results, Act 250 notice for a pole mounted light at Gate B/Pearl Street by CVE, legislative update from Rep. Tim Jerman, and notice that delinquent taxes are at 2.9% as of March, 2008 (the percentage was the same as of March, 2007). There were no comments or questions.

## 2. Board Member Comments

John Lajza reported on 4/4/08 the House Government Operations Committee discussed the Essex Junction charter amendment relative to not paying the Town of Essex for services not received. Deb Billado and George Tyler gave a presentation to the Government Ops Committee on behalf of the Village of Essex Junction covering the history of the tax inequity between the two communities. Definitive feedback from the committee has not yet been received. The matter is still under discussion. The Board of Trustees is committed to moving forward toward tax equity in a number of ways. A letter from Deb Billado and George Tyler is on file thanking the committee for the opportunity to provide testimony on 4/4/08.

## **VIII. CONSENT AGENDA**

1. Approve Minutes of Previous Meeting (3/18/08 & 3/25/08)
2. Approval of the Warrants
3. EPA New England's Community Energy Challenge – Letter of Intent

**MOTION by Deb Billado, SECOND by John Lajza, to accept the consent agenda as presented. VOTING: 4 ayes; motion carried.**

## **IX. EXECUTIVE SESSION**

1. Contractual Issues
2. Legal Issues
3. Personnel Issues

**MOTION by Deb Billado, SECOND by Peter Gustafson, to go into Executive Session to discuss contracts, legal matters, and/or personnel issues. VOTING: 4 ayes; motion carried.**

The Board entered Executive Session at 7:45 p.m.

**MOTION by John Lajza, SECOND by Peter Gustafson, to adjourn Executive Session and reconvene the regular meeting. VOTING: 4 ayes; motion carried.**

Executive Session was adjourned at 9:43 p.m.

## **X. ADJOURNMENT**

**MOTION by John Lajza, SECOND by Deb Billado, to adjourn the meeting. VOTING: 5 ayes; motion carried.**

The meeting was adjourned at 9:45 p.m.

*RScty: M.E.Riordan*