

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
October 14, 2008**

**BOARD OF TRUSTEES:** Deb Billado, John Lajza, George Tyler, Peter Gustafson  
(Larry Yandow was absent.)

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

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**MOTION by George Tyler, SECOND by John Lajza, to appoint Trustee Deb Billado to assume the duties of acting chairman in the absence of Village President, Larry Yandow. VOTING: unanimous; motion carried.**

**I. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

Trustee Billado called the meeting to order at 6:30 p.m. and led the assemblage in the Pledge of Allegiance.

**II. AGENDA ADDITIONS/CHANGES**

None.

**III. GUESTS/PRESENTATIONS**

1. Comments from Public on Items not on Agenda

None.

2. CVE Presentation of Annual Contribution for Pearl Street Revitalization

Dave Grimm, CVE General Manager, and Matt Stevens, President of the CVE Board of Directors, presented the Village of Essex Junction with a check for \$80,000 as CVE's contribution toward the Pearl Street Enhancement Project to create a user friendly area for shopping and other activities. Matt Stevens read a statement noting CVE is a 501(c)3 not-for-profit organization that has been in business in Essex Junction since 1922 to serve the mission of promoting agriculture, education, commerce, and entertainment. The annual Champlain Valley Fair has grown into the largest fair in the region. It is necessary to hold non-fair events to raise the funds necessary to support the annual fair and CVE's mission. CVE readily provides in-kind services to support activities in the community. CVE has joined in an economic partnership to enhance development in the community and provide assistance toward specific projects that are mutually beneficial to the village and CVE.

**IV. OLD BUSINESS**

None.

**V. NEW BUSINESS**

1. Sidewalk Plow Bid Award

**MOTION by John Lajza, SECOND by Peter Gustafson, to award the bid for a sidewalk plow to Tenco New England, Barre, Vermont, in the amount of \$104,868.**

**DISCUSSION:** Dave Crawford explained the difference in the bid is because the company is new to the state. The company handling the old equipment is out of business. Tenco is their representative and found the sidewalk plow. The company is forthright and the Village has dealt with them in the past. The sidewalk plow has a snow blower and a V-plow. There is an array of attachments available for purchase. Staff liked the model because the cab is larger, the hydraulics are better, and the attachments are quick-connect. Deb Billado asked if the equipment absolutely needed replacement. Dave Crawford explained there are three pieces of equipment that need replacement: the sidewalk plow, a pick-up truck, and a sewer cleaner. Other equipment purchases have been deferred. Some items will have to be juggled into the next budget year. There were no further comments.

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

## **VI. VILLAGE MANAGER'S REPORT**

### **1. Meeting Schedule**

- Special Meeting on 10/21/08
- Special Meeting on 11/10/08 (Monday)
- Special Meeting on 11/18/08
- No Meeting on 11/25/08
- Regular Meeting on 12/9/08
- No Meeting on 12/23/08

Dave Crawford noted some items to be covered at the next meeting include application(s) for the Planning Commission positions and a draft ordinance prohibiting graffiti.

### **2. West Street Property**

Dave Crawford reported at a recent public meeting on use of the land it was clear the state is not certain of their plans. Local citizens want the land to remain open and accessible. Mr. Crawford asked the state to keep the Trustees informed of their plans. Peter Gustafson commented if the Village is planning to develop the Pearl Street corridor then perhaps in-fill development and other activities on the state land should be explored. Deb Billado pointed out there are 30 acres of land available for multiple uses. George Tyler noted there are state employees working at the site and the state maintains the land which is used by villagers at no cost so the current situation is not undesirable.

### **3. Downtown Group**

An organizational meeting is scheduled for November. Elaine Sopchak is taking a lead role in organizing the group.

### **4. IBM Recreation Property**

Dave Crawford reported Brad Luck has contacted IBM about the recreational property adjacent to Maple Street Park. Mr. Luck will keep the Village informed and perhaps include the Village Manager in future meetings. It needs to be determined if it is more logical for the land to go to the school department or the village recreation department if the land becomes available for purchase or lease.

Dave Crawford said he also mentioned to Brad Luck involving the Trustees in the Advisory Committee. Brad Luck and Dave Crawford will meet periodically to remain current on issues.

5. Library Activities

Dave Crawford reported he is meeting once a month with Penny Pillsbury to discuss budget issues and team building.

6. New Fire Truck

The new fire truck was delivered to Essex Junction on 10/11/08. There are two state agencies looking for a vehicle. These agencies will be contacted about the Village's old fire truck.

John Lajza praised the Fire Department personnel on how well maintained the equipment is, making it hard to tell new from old.

7. Home Energy Savings Workshops

Articles will be printed in the local newspaper announcing upcoming home energy savings workshops.

8. Light the Village Celebration

The tree lighting ceremony will occur on Wednesday, December 3, 2008. The teen center will be open for refreshments and a visit with Santa Claus from 6-8 PM and the tree on the Lincoln Hall lawn will be lighted at 7 PM.

9. Manager's Meeting

Dave Crawford will attend state manager's meetings on October 16<sup>th</sup> and 17<sup>th</sup>, 2008.

**VII. TRUSTEES COMMENTS/CONCERNS**

1. Park Street School

George Tyler reported the grand opening of the renovated Park Street School was enlightening. The space is very nice for the ACE Program upstairs and open meeting space downstairs. Prudential Committee and CCSU meetings will be held at the site.

2. GBIC

Deb Billado observed there are parallels between GBIC and CCMPO. Dave Crawford explained GBIC handles (re)development, RPC handles regional planning, and MPO handles traffic planning in the region. Mr. Crawford will research whether the Village has contributed to GBIC in the past. John Lajza briefed the Board on recent GBIC activities involving Blodgett Ovens and Milton Industrial Park.

**VIII. CONSENT AGENDA & READING FILE**

**MOTION by Peter Gustafson, SECOND by John Lajza, to approve the consent agenda as follows:**

1. Approve Minutes (9/30/08)

2. Approve Warrants
3. Reading list acceptance (letters/communications)
  - Planning Commission Minutes of 9/18//08
  - Letter from GBIC
  - Advertisement for Additional Planning Commission Members
  - Banner Application for Fall Craft Show
  - Articles in October Champlain Business Journal

**DISCUSSION:** Deb Billado asked about the charge for a chainsaw (Check #7164, dated 10/2/08). Dave Crawford will investigate. Jim Jutras noted the Village owns their chainsaws so the expenditure could be for a purchase. Peter Gustafson asked about trimming tree branches hanging over sidewalks. Mr. Crawford said the crews do go around the village periodically trimming tree branches. Deb Billado asked about the payment for the overlay at Five Corners. Dave Crawford stated the payment (\$82,000) is for the complete job. Peter Gustafson asked about the payment for a guest speaker at the library (\$300). George Tyler explained the Library Budget includes an amount for programs and staff decides how the money is spent. There were no further comments.

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

**IX. EXECUTIVE SESSION and/or ADJOURNMENT**

**MOTION** by John Lajza, **SECOND** by Peter Gustafson, to go into Executive Session to discuss legal matters, and to invite the Village Manager (Dave Crawford) and Water Quality Superintendent (Jim Jutras) to attend. **VOTING:** 4 ayes; motion carried.

The Board entered Executive Session at 7:30 p.m.

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

Executive Session and the regular meeting were adjourned at 10:05 p.m.

*RScty: M.E.Riordan*