

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 2, 2010**

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

ADMINISTRATION: Dave Crawford, Village Manager.

I. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, Larry Yandow, called the meeting to order at 6:30 p.m. and led the assemblage in the Pledge of Allegiance.

II. AGENDA ADDITIONS/CHANGES

Add under New Business: Park Street School/Street Light

Add under Executive Session: Personnel/Employees Association Issue

III. GUESTS AND PRESENTATIONS

1. Comments from Public on Items Not on Agenda

There were no comments from the public at this time.

IV. OLD BUSINESS

1. None

V. NEW BUSINESS

1. Adopt and Sign Annual Meeting Warning

MOTION by Peter Gustafson, SECOND by John Lajza, to approve the Warning for the Village of Essex Junction Annual Meeting to be held on April 7, 2010 with Australian ballot voting on April 13, 2010. VOTING: 4 ayes; motion carried.

2. Approve Trustees 2009 Annual Report

George Tyler had drafted the Trustees report for the 2009 Annual Report and it was reviewed by the board. There was discussion about the report's statement that the Village is on firm financial ground. Dave Crawford said the reason that can be said is that the financials look pretty good, with the exception of not having a very good reserve and the capital plan is severely underfunded. The other good piece is the Village has very little debt. The report says the use of LOT funds will include equipment purchases, i.e., \$1 million for Fire Dept. ladder truck, and the other items in the capital plan. The total tax burden of our residents (Village, Town, Recreation Dept. and schools) is acknowledged in the report.

MOTION by John Lajza, SECOND by Peter Gustafson, to approve the report as drafted. VOTING: 4 ayes; motion carried.

3. Discuss Annual Meeting Preparation

The Board reviewed 15 budget graphs and pie charts for the Annual Report and/or Annual Meeting. George Tyler suggested not having a power presentation at the Annual Meeting but

rather have the graphs and pie charts in the Annual Report. The board mentioned the \$3 million received from federal stimulus funds this fiscal year. Peter Gustafson noted that figure is more than the annual Village budget. Dave Crawford recommended nine pie charts and graphs for the Annual Report, which included general fund expenditures and revenues, actual 2009-10 taxes for an average taxpayer showing the Village percentage of the total at 11%, loss of the IBM subsidy and IBM's percentage of the grand list. George Tyler suggested changing the wording on the total taxes pie chart from Education to Schools and from Recreation to Parks and Recreation. The board wants to include the graph showing the actual 2009-10 water/sewer costs for Chittenden County residents, which showed the Village as extremely favorable in that area even with the large rate adjustment. The board approved the nine charts for the Annual Report.

Dave Crawford discussed the Village newsletter which would go out to all residents by March 18. It will include the FY11 proposed budget, Annual Meeting Warning, information about the Local Option Tax proposal and the charter amendment related to the Fire Chief's appointment. There is a very important issue related to stormwater compliance costs being transferred from the state to municipalities. This issue has been addressed by the Town of Essex Public Works Director in a handout at their Annual Meeting, which Jim Jutras has requested we also have at our Annual Meeting. The issue could be summarized in our newsletter and on the web site.

4. Park Street School Light

Dave Crawford reported that the Planning Commission and CCSU are in agreement that there needs to be a parking lot light at Park Street School. Our idea is that it should be the same style as the other gas lamps motifs, which cost approximately \$5,000 each. Dave told the CCSU Director of Property Services that the Village can't make a decision until the budget is approved at Annual Meeting on April 7th, as the cost would have to be in next year's budget. The supplier indicated we could get it cheaper if we ordered it with the ones for the Pearl Street Project. CCSU could have the base put in now with their parking lot project. The light would be located on the south side of the driveway in front of Park Street School, approximately 30 feet from Park Street. The board was in favor of the addition of one light at 21 Park Street.

VI. VILLAGE MANAGER'S REPORT

Meeting Schedule:

- March 9 @ 6:30 – Regular Trustees Meeting
- March 16 @ 6:30 – Special Trustees Meeting
- March 23 @ 6:30 – Regular Trustees Meeting
- April 7 @ 7:00 – Village Annual Meeting
- April 13 @ 6:30 – Regular Trustees Meeting
- April 13 from 7 AM to 7 PM – Annual Village Meeting Australian Ballot Voting
- April 27 @ 6:30 – Regular Trustees Meeting

VII. TRUSTEES COMMENTS/CONCERNS

None

VIII. CONSENT AGENDA & READING FILE

None

IX. EXECUTIVE SESSION

MOTION by Peter Gustafson, SECOND by George Tyler, that the Board of Trustees go into Executive Session to consider personnel matters and potential budget changes related to personnel issues where premature general public knowledge would clearly place the Village at a substantial disadvantage, and to invite the Village Manager to attend the session. VOTING: 4 ayes; motion carried.

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

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

X. ADJOURNMENT

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

The meeting was adjourned at 7:45 p.m.

Minutes respectfully submitted by David A. Crawford, Village Manager