

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

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

ADMINISTRATION: Dave Crawford, Village Manager.

I. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

II. AGENDA ADDITIONS/CHANGES

There were no changes to the agenda.

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. Review/Finalize FY11 Budgets (including Capital Projects)

Dave Crawford stated in consideration of the public comments on the proposed FY11 budget increase of 6.7% the budget increase has been cut to 3.5% by suspending \$62,000 transfer to Capital Reserves, \$20,000 in the paving budget, and \$12,000 for the fence on Main Street. Also, the South Summit Street project will be moved to a separate article on the warning. The project will be deferred to the local option tax. Larry Yandow noted comments he has heard have been in support of the local option tax and against a 6.7% increase. John Lajza spoke against deferring work that needs to be done. The taxpayers need to indicate what services can be eliminated in order to reduce the budget, stressed Trustee Lajza. George Tyler pointed out the town budget is increasing 3.5% and the village budget is proposed to increase 3.5% so the taxpayers in the village will actually be experiencing a 7% increase because the village is part of the town. Trustee Tyler agreed negativity will be reduced if the village budget increase is reduced to 3.5% rather than 6.7%. There was mention of the reduction in sidewalk plowing to only one side of the street to save money and that sidewalks are plowed before 7 a.m. for the school children. Deb Billado stated the record will show there has been less plowing frequency over the past two years.

MOTION by John Lajza, SECOND by George Tyler, to reduce the proposed FY11 General Fund budget increase to 3.5% for a proposed total FY11 budget of \$3,050,855.

DISCUSSION: Other areas were discussed where services could potentially be suspended for a year should further cuts in the budget be made at the annual meeting. Larry Yandow suggested showing the funding sources for projects that have been done not using local money. John Lajza agreed, noting the public should know the amount spent on capital infrastructure projects was approximately \$2 million and the village portion was \$200,000. Dave Crawford urged the Board to

review the memo from the Finance Director, dated 2/1/10, regarding management's discussion analysis in the 2009 audit. It was noted the budget will be adopted by the Trustees at the February 9, 2010 meeting and the warning for the annual meeting will be adopted at a special meeting on March 2, 2010. There were no further comments.

VOTING: 4 ayes; motion carried.

2. Review/Discuss Annual Meeting Presentation re: Local Option Tax

Dave Crawford advised the policy for use of the local option tax should be that the money received will be deposited into the general Capital Reserve Fund or the Rolling Stock Fund or both funds. At the 2/9/10 meeting the Trustees need to decide on the local option tax policy, questions and answers on the tax, use of the revenue from the 1% tax, and which public hearings should be attended by Dick Heaps, consultant on the local option tax. Public information meetings are 2/23/10 and 3/23/10. Following further discussion the Board concurred Dick Heaps should attend the 2/23/10 meeting and depending on the outcome a decision will be made about the 3/23/10 meeting. Mr. Heaps will also attend the annual meeting. George Tyler stressed it must be clear to the villagers that revenue from the local option tax will be used to support streets, sidewalks, and repairs. There was discussion of potential arguments for and against the local option tax.

3. Sign Warning for Charter Amendment Hearings re: Fire Chief Appointment

MOTION by George Tyler, SECOND by John Lajza, to approve and sign the warning for hearings on the charter amendment to appoint the position of Fire Chief. VOTING: 4 ayes; motion carried.

V. NEW BUSINESS

None.

VI. VILLAGE MANAGER'S REPORT

1. Meeting Schedule

- Feb. 9 @ 6:00 – Board of Abatement
- Feb. 9 @ 6:30 – Regular Trustees Meeting
- Feb. 23 @ 6:30 – Regular Trustees Meeting
- March 2 @ 6:30 – Special Trustees Meeting
- March 9 @ 6:30 – Regular 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

Special Meetings:

- Feb. 10 @ 5:30 – Public Forum on Railroad Ave. Revitalization Project
- Feb. 15 @ 7:30 – Joint Meeting with Essex Selectboard on CCMPO Initiatives
- Feb. 16 @ 3 p.m. – Annual Essex Junction Employees Appreciation Party
- March 1 @ 7:30 – Annual Town Meeting
- March 2 from 7 AM to 7 PM – Annual Town Meeting Australian Ballot Voting

2. Letter to Sue McCormack

Dave Crawford mentioned the letter of thanks to Sue McCormack for her high level of commitment to the public forum on 2/10/10. The Board will sign the letter. George Tyler stated the full report on the results of the forum will be sent to the Trustees, but the results should also be presented at the annual meeting. There was general discussion of the flow of business at the annual meeting. Further discussion of the matter will occur at the Trustees meeting in March.

3. Storm Water Issues

Dave Crawford explained the issue with the expired permit for the pond at Fairview Farm (condominium association).

4. Traffic Study on Main Street

Dave Crawford reported a property owner requested the speed limit be lowered to 25 mph from 30 mph for the entire length of Main Street. Village policy requires a speed study before changing the speed limit. The cost of the study is estimated at \$3,300. Following discussion the Board decided to defer the traffic study due to current budget constraints.

VII. TRUSTEES COMMENTS/CONCERNS

George Tyler reviewed display panels showing reconstruction and new construction projects in the village. The panels will be on display at the forum in February.

VIII. CONSENT AGENDA & READING FILE

None.

IX. EXECUTIVE SESSION

MOTION by John Lajza, SECOND by George Tyler, that the Board of Trustees go into Executive Session to consider legal matters, contract negotiations and 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. VOTING: 4 ayes; motion carried.

The Board entered Executive Session at 8:05 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 John Lajza, SECOND by Deb Billado, to adjourn the meeting. VOTING: 4 ayes; motion carried.

The meeting was adjourned at 8:30 p.m.

RScty: M.E.Riordan