

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
August 10, 2010**

BOARD OF TRUSTEES: Deb Billado (Village President); John Lajza, George Tyler, Peter Gustafson. (Larry Yandow was absent.)
ADMINISTRATION: Dave Crawford, Village Manager; Jonathan Williams, Manager Assistant.

I. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, Deb Billado, called the meeting to order at 6:30 PM and led the assemblage in the Pledge of Allegiance.

II. AGENDA ADDITIONS/CHANGES

Under Old Business:

- Delete Item 1 - Increase FY10 Wholesale Sewer Treatment Rate

Under New Business:

- Add Item 4 - Overview of 8/9/10 Meeting with Essex Selectboard

III. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda

There were no comments from the public.

IV. OLD BUSINESS

1. FY11 Sewer Treatment Rate Revision

Deb Billado mentioned due to the installation of new water meters the village realized a decrease in the wholesale sewer rate from \$.02122 per cubic foot metered to \$.02039 per cubic foot metered. Dave Crawford acknowledged the team effort that resulted in the reduction.

MOTION by Peter Gustafson, SECOND by George Tyler, to approve the FY11 sewer rate of \$.02039 per cubic foot metered. VOTING: 4 ayes; motion carried.

V. NEW BUSINESS

1. Discuss/Approve Lincoln Development Group MOU

Alex McEwing and Ken Braverman with Lincoln Development Group briefly explained the inception of the partnership between the Lincoln Group and Village and the proposed redevelopment in the core of the village. The proposal encompasses the Lincoln Inn, laundry mat, Stevens Gas, and Flanders properties (with an option on Depot Farm & Garden) as well as the crescent road, and will include housing and retail/commercial opportunities to enhance the vitality of the business and residential community within the core of the Village of Essex Junction. Ken Braverman stated the approximately eight acres in the middle of the village presents a unique opportunity to expand the downtown of the village core as well as weave the new project into the historic core. The plans are preliminary and conceptual at this point. The historic village will be maintained with

appropriately scaled development. Buildings will be three and four stories, mixed use with retail below and residential above (approximately 200 units of market rate for sale condominiums, senior housing, market rate housing, and affordable housing). Relocating the existing train station to a new location within the property with more available parking and access/better convenience to bus service will be explored. Stakeholders at this point in time include CCMPO, CCTA, the State of Vermont, and the Village. All are supportive of the proposal. The project is conducive to a public/private partnership due to its nature. Public sector support is necessary, especially with regard to transportation issues. It is hoped to get regional stakeholders involved. The Memorandum of Understanding reflects the collaborative effort between the CCMPO, CCTA, Village Trustees, Lincoln Development Group, and other interested parties to be brought in, said Mr. Braverman.

MOTION by George Tyler, SECOND by John Lajza, to approve the MOU for the Lincoln Development Group as presented and authorize the Village President to sign the document. VOTING: 4 ayes; motion carried.

George Tyler commented the proposed development is good for the village and the town, good for the entire community. There are many older residents who want to remain living in the community and seek senior housing in the village or the town. John Lajza pointed out historic buildings, such as the Lincoln Inn, will remain and be integrated into the development.

2. Authorize Village Manager to Initial Local Share Funding Letter for Tiger II Grant
Dave Crawford explained the grant is very competitive, but presently the Village has the only project being filed. VTrans will be filing an application for a portion of the crescent road connector. The grant amount is nearly \$600,000. There will be in-kind service and staff time by the various groups involved. The cash commitment is \$121,000. An environmental assessment statement is needed because there are brown fields on the site. The study will identify the location of the crescent connector road in cooperation with the Lincoln Development Group. If the grant is received, CCMPO's work can go farther and the project could move forward up to construction.

MOTION by John Lajza, SECOND by Peter Gustafson, to approve the Letter of Commitment for the Crescent Connector Tiger II Grant as presented and to authorize the Village Manager to sign the document. VOTING: 4 ayes; motion carried.

There was positive comment and optimism regarding how the application is coming together.

3. Discussion/Approval of Circ Highway Statement on Safety

The Trustees spoke in favor of the highway route and configuration, noting the Williston section addresses the concern about getting safety vehicles and public service vehicles around the county if the bridge on Route 2A is closed. There was mention of the argument by Conservation Law Foundation (CLF) against spending \$60 million to save

four minutes of driving time and the concern about increased carbon emissions, but in actuality four minutes multiplied by nearly 25,000 cars per day is a significant reduction in travel time and therefore emissions.

George Tyler made some suggested edits to the draft statement relative to greenhouse gas emissions and 8,000 cars being in queue practically at a stand still on Route 2A every day. Trustee Tyler will forward his changes to staff.

MOTION by John Lajza, SECOND by Peter Gustafson, to approve the draft statement of support for the circ highway with the changes suggested by Trustee Tyler and to forward the amended statement to the individual receiving comments on the circ highway until 8/27/10. VOTING: 4 ayes; motion carried.

4. Overview of 8/9/10 Meeting with Essex Selectboard

Deb Billado summarized the discussion at the 8/9/10 meeting with the Essex Selectboard covered potentially sharing in the cost of the ladder fire truck replacement, the long overdue police facility, and replacement of the bridge by 81 Main Street. No decisions were made. The meeting was informational in nature.

Dave Crawford recommended a letter of thanks be sent to the Selectboard for a productive meeting and expressing strong support for a study committee to help move the police facility project forward.

MOTION by John Lajza, SECOND by George Tyler, to send a letter of thanks to the Essex Selectboard for a productive meeting and expressing strong support for establishing a police facility study committee and if the Selectboard feels it appropriate to move the project forward. VOTING: 4 ayes; motion carried.

Staff will draft the letter of thanks.

VI. VILLAGE MANAGER'S REPORT

1. Meeting Schedule

- August 24 @ 6:30 – Regular Trustees Meeting (Executive Session at 6:15)
- September 14 @ 6:30 – Regular Trustees Meeting
- September 28 @ 6:30 – Regular Trustees Meeting
- October 12 @ 6:30 – Regular Trustees Meeting
- October 26 @ 6:30 – Regular Trustees Meeting
- November 9 @ 6:30 – Regular Trustees Meeting
- November 23 @ 6:30 – Regular Trustees Meeting
- December 14 @ 6:30 – Regular Trustees Meeting
- December 28 @ 6:30 – Regular Trustee Meeting

Special Meetings/Events:

- October 7 @ CVE – VLCT Town Fair
- December 1 – Light the Village Celebration
- Week of December 13 – Budget Day with Department Heads

2. Meeting on Rehab of WWTF

Engineering documents are being drafted for the rehabilitation of the Waste Water Treatment Facility. The base proposal is about \$10 million plus an additional \$5 million for sludge handling improvements for a total of \$15 million. A bond vote will be proposed at the annual meeting. Construction time is estimated to be three years. The village owns the plant and will do the bond vote. Costs will be recouped through flow fees paid by the members of the tri-town committee (Williston, Essex, Essex Junction).

3. Pearl Street Project

The Pearl Street project continues to make good forward progress. There is the possibility the new streetlights may not be installed prior to the fair.

4. Grant Report

Manager Assistant, Jonathan William, is continuing the effort to secure grants for various projects in the village. A memo, dated 8/10/10, provides an update of activity to date. Staff will be meeting with New England Central Railroad to review associated projects and will also be meeting with representatives of the volunteer citizen group(s).

5. South Summit Street Project

The start up meeting with residents was held and questions are being addressed.

6. Signs in the Village Right-of-Way

Public Works is removing signs from the public right-of-way. Sign owners can retrieve the signs from the village garage.

7. Blower at the WWTF

The company that supplied the blower is working to correct problems with the machine.

8. Paving Program

Paving projects have begun in the village.

9. Sidewalk Work on Pearl Street

Sidewalk work will be done in front of the motorcycle dealership on Pearl Street.

10. Funding for Events

The volunteer group for events and Railroad Ave. improvements will be submitting a request for funding for activities.

11. Waiver for Scarecrows in Right-of-Way

Staff anticipates a request for permission to have scarecrows in the public right-of-way for a scarecrow event.

12. Brownell Library Grants

Library staff continues to search for grants to support various programs.

13. Synchronization of Traffic Lights

Hamlin Engineering is working on the synchronization of the traffic light at the intersection of Park St./South St.

14. Amtrak Ridership

Ridership on Amtrak at the Essex Jct. station has significantly increased likely due to the \$12 special fare in Vermont, improvement in on-time performance, and other improvements that are occurring.

VII. TRUSTEES COMMENTS/CONCERNS

Manager Assistant, Jonathan Williams, was introduced. Mr. Williams said he is excited to be working for the Village of Essex Junction and looking forward to working with everyone in the near future.

Deb Billado commented positively on the incredible project that is proceeding on Pearl Street in front of the fairgrounds. Thanks were extended to Dave Crawford and Robin Pierce for their efforts. Other property owners along Pearl Street appear to be taking the opportunity to enhance their properties as well.

VIII. CONSENT AGENDA & READING FILE

MOTION by Peter Gustafson, SECOND by George Tyler, to approve the consent agenda as presented:

- 1. Approve Minutes of Previous Meetings (7/20/10 & 7/27/10)**
- 2. Approve Warrants**
- 3. Reading List Acceptance (Letters & Communications)**
 - **Zoning Board Minutes 7/13/10**
 - **Planning Commission Minutes 7/15/10**
 - **Email from CCMPO seeking TAC members**
 - **Updates re: Five Corners Farmers Market**
 - **Letter from FEMA re: Flood Map Revision Process**
 - **2010 Block Party Evaluation Feedback**
 - **Memo: FY11 Tax Rates**

VOTING: 4 ayes; motion carried.

IX. EXECUTIVE SESSION

MOTION by Peter Gustafson, SECOND by George Tyler, that the Board of Trustees go into Executive Session to consider legal matters, contract negotiations and personnel matters, and/or 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, Dave Crawford, and Manager Assistant, Jonathan Williams, to attend. VOTING: 4 ayes; motion carried.

Greg Elias requested the recreation agreement not be discussed in closed session due to public interest in the matter. The law permits discussion in closed session, conceded Mr. Elias, but does not require this. Dave Crawford assured the board members individually and almost unanimously want to be as transparent as possible on the issue, but must

decide how and what to present as a position and this is difficult to discuss in public session. The Trustees need to be informed of their legal rights and hear advice from the Village Attorney. Any action taken will be on the public record.

Executive Session was convened at 7:20 PM.

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

Executive Session was adjourned and the regular meeting reconvened at 8:38 PM.

ACTION FROM EXECUTIVE SESSION

MOTION by George Tyler, SECOND by John Lajza, to send the revised letter to the Prudential Committee. VOTING: 4 ayes; motion carried.

X. ADJOURNMENT

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

The meeting was adjourned at 8:40 PM.

RScty: M.E.Riordan