

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
February 1, 2011**

BOARD OF TRUSTEES: Deb Billado (Village President); Peter Gustafson, George Tyler, Steve Atwood. (John Lajza available via teleconference.)

ADMINISTRATION: Dave Crawford, Village Manager.

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

There were no changes to the agenda.

III. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda

Diane Clemens, village resident, commented on sidewalk plowing and to remind people not to plow snow from their driveway onto the sidewalk. Dave Crawford explained the sequential storms and being short staffed have had an impact on plowing. There was discussion of using the v-plow or a snowblower to better clear the walks and reduce the height of snowbanks, and the need to possibly close school or delay opening to allow time to adequately clear the sidewalks.

IV. OLD BUSINESS

1. Manager Update on Recreation Administration Oversight Issues

Charlee Day, village resident, read a statement regarding the lawsuit against CCSU and stressed that as a taxpayer such action is felt to be fiscally and socially irresponsible. Ms. Day expressed disappointment that the action is being taken by the Trustees, noting that the school budget meetings have begun, but only George Tyler and Dave Crawford attended. The Trustees publicly claim the Prudential Committee has not cooperated, but the Prudential Committee disagrees, stated Ms. Day, adding the Prudential Committee simply wanted to address the request from the Trustees during the budget process and did not understand the urgency by the Village Trustees. Ms. Day mentioned the signed petition with over 800 signers submitted on 1/11/11 and the minutes of that meeting not being posted as yet on the website. Ms. Day urged the Trustees to draw back and work with the Prudential Committee in a cooperative manner, not a mandating manner, or to let the taxpayers handle the situation. Ms. Day recalled the comment by Deb Billado that "something is broken", but said it is not clear what is broken except communication between the Board of Trustees and the Prudential Committee.

Dave Crawford noted letters and emails received include correspondence from Mike Deweese, response by Deb Billado, request to have the Village Attorney deliver court papers, a memo outlining four primary topics of discussion (history of service agreement,

legal issues, concerns about administrative oversight, cost of oversight service), organization chart with the current agreement and without an agreement in place, and the EJSD FY budget which shows a decrease of \$11,000 in the charge by CCSU to the recreation department.

George Tyler mentioned the presentation by Ryan Hegreness at the Prudential Committee budget meeting which highlighted errors in the report by Denise Clavette including counting recreation programs, such as Zooma, as one program for Essex Junction, but as many as five in other communities which gave the impression the other communities were offering five times more programs. Ryan Hegreness also looked at the square miles of parks as a portion of the overall community and found that Essex Junction has a larger portion of the community as parks. Participation hours (number of people in a recreation program) showed Essex Junction has three times as many as Essex Town and Colchester. Mr. Tyler said Ryan Hegreness would like to make his presentation to the Trustees. Dave Crawford noted the consultant, Denise Clavette, took a global view to get an impression of the size, scale, and time needed to answer the question of administrative oversight to run the recreation program. Ms. Clavette said she felt her report met the charge, but conceded there is more information that could be compiled. George Tyler stressed there is a strong consensus that Ms. Clavette's analysis is flawed. Dave Crawford said he asked Mike Deweese for a copy of the report (the report had to be formatted) and even offered to collaborate (Mr. Deweese declined the offer to collaborate). The report will be reworked and request made to present it to the Board of Trustees. Steve Atwood said it may be beneficial to do an independent analysis to ensure there is comparison of "apples to apples" so to speak. Dave Crawford stated Ms. Clavette in her investigation was able to talk to department heads to compile a quick overview. Following further discussion the consensus of the Trustees is to wait to receive the report from Ryan Hegreness and then contact Denise Clavette. Dave Crawford will communicate with Ms. Clavette about the matter - Ryan Hegreness did a detailed summary of a general statement while Denise Clavette asked for general statements from the towns and agrees Mr. Hegreness can give more detailed information, but the real issue is the village has a stellar program and that is what the study showed. Dave Crawford summarized the Trustees are not challenging the quality of the programs, but is saying there are oversight and costs issues and questions to be answered. George Tyler interjected the size and complexity of programs impacts cost so there is need to look at quantitative information in order to get a true picture. Deb Billado commented the taxpayers have demonstrated they are willing to pay for the quality of life they have in the village so that is not the issue. Dave Crawford noted CCSU applies the state law formula to recreation to determine the budget portion of total operations and contends the dollar amount charged by CCSU for Prudential Committee oversight will be the same whether the recreation piece is managed or not, but the logic is if the work goes away there should be less work to be done so the budget should decrease. The Trustees can make comment at the Prudential Committee budget work session on 2/3/11.

2. Discussion of WWTF Rehabilitation Project Bond Vote

Dave Crawford reported the Tri-Town Committee is in agreement with the numbers for the bond vote. The public information campaign is progressing well (includes television,

radio, social media, informational flyers). Other suggestions to help explain the bond vote include information tables at the town and village annual meetings, information sheets to accompany the ballot on the day of the vote, using Survey Monkey and Front Porch Forum to survey and educate the public prior to the vote.

There was brief discussion of the catch basin function versus pump station function. Catch basins must be cleaned out regularly. The pump station by the high school must be upgraded in order to handle the material in the flows. The upgrade is in addition to the treatment plant rehabilitation project.

V. NEW BUSINESS

None.

VI. VILLAGE MANAGER'S REPORT

The Trustees received a memo on items in the Manager's Report.

1. Meeting Schedule

- February 8 @ 6:30 – Regular Trustees Meeting
- February 22 @ 6:30 – Regular Trustees Meeting
- March 8 @ 6:30 – Regular Trustees Meeting
- March 22 @ 6:30 – Regular Trustees Meeting
- April 6 @ 7:00 – Village Annual Meeting
- April 12 @ 6:30 – Regular Trustees Meeting
- April 26 @ 6:30 – Regular Trustees Meeting
- May 10 @ 6:30 – Regular Trustees Meeting
- May 24 @ 6:30 – Regular Trustees Meeting
- June 14 @ 6:30 – Regular Trustees Meeting
- June 28 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- February 9 – Possible Joint Meeting with Prudential Committee
- February 10 @ 3 PM – Employee Appreciation Party (On Tap Bar & Grill)
- March 3 @ 5 PM – Sign Annual Meeting Warning
- April 12 – Australian Ballot Voting for Annual Meeting

2. Crescent Connector Meeting

Public comment on the proposed connector road is invited on February 22, 2011. There has been discussion with Lincoln Development Group about the crescent connector.

3. Leo Nadeau Retirement

A retirement party will be held on March 3, 2011 at 1 PM for Police Chief Leo Nadeau.

4. CCRPC Steering Committee for Regional Plan for Sustainable Development Project

Deb Billado and John Lajza will serve on the steering committee.

5. Sandwich Boards

A memo from Robin Pierce, dated 1/21/11, regarding sandwich boards in the village was provided.

6. Amtrak Ridership

Data show an increase of 6,155 riders on Amtrak in Essex Junction. Discussion continues on the rail upgrade project.

7. Christmas Tree Pick Up

Thanks to Gauthier's for picking up Christmas trees in the village.

8. *Burlington Free Press* Coverage

Mike Donoghue is the correspondent covering Essex Junction for the *Burlington Free Press*.

9. Village Website

Progress continues on the village website which should be ready by March. There is information on the website explaining how to file a valid petition.

10. WWTF Capacity

Williston is considering the purchase of additional capacity from Essex Junction.

11. Cameras at Five Corners

A camera will be mounted to view the monuments in Veterans Park and down Park Street and another to show the weather in the village. Money earmarked for cameras at the train station will be used.

12. Rental of Space

Brownell Library Board of Trustees will be discussing rental of space at the library.

13. Sidewalk Plowing

Agreement on the sidewalks has been reached with the village and school district. The village will do what can be done to provide the information to the school district in a timely manner and the school district will also try to contact the village.

14. Bike Park

Effort continues to secure money for the bike park.

15. Insurance Claims

Wellness and safety will be separate items.

16. Water Meter Purchase

Work continues on the purchase of water meters.

VII. TRUSTEES COMMENTS/CONCERNS

Peter Gustafson reported there is lots of support for reuse of the post office building in Essex for the police station if this space becomes an available option. Other sites include

IBM land on Maple Street, a building site behind the pharmacy at Lang Farm, the building owned by Pizzagalli on River Road. George Tyler suggested combining police and fire in one public safety building.

VIII. CONSENT AGENDA & READING FILE

MOTION by Peter Gustafson, **SECOND** by Steve Atwood, to approve the consent agenda as follows:

- 1. Approve Minutes (1/4/11)**
- 2. Approve Warrants**
- 3. Approve 2011 Fee Schedule**
- 4. Approve Safety Policy Amendment**
- 5. Approve CVE Banner Applications**
- 6. Reading List Acceptance (Letters & Communications)**
 - **CCMPO/CCRPC Merger Plan Update**
 - **Planning Commission Minutes (12/28/10 & 1/6/11)**
 - **VLCT Local Government Day 2/16/11**
 - **VLCT Town Meeting Tune Up Workshop 2/23/11**
 - **Memo from Jim Jutras re: Hach 2010 Big Picture Contest**

VOTING: unanimous (4-0); motion carried.

IX. EXECUTIVE SESSION and/or ADJOURNMENT

MOTION by Peter Gustafson, **SECOND** by George Tyler, that the Board of Trustees go into Executive Session to consider personnel matters and legal issues involving contract negotiations where premature general public knowledge would clearly place the Village at a substantial disadvantage, and to invite the Village Manager, Dave Crawford, to attend. **VOTING: unanimous (4-0); motion carried.**

Executive Session was convened at 8:15 PM and adjourned along with the regular meeting at 9:05 PM

RScty: M.E.Riordan