

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
June 28, 2011**

BOARD OF TRUSTEES: George Tyler, Dan Kerin, Lori Houghton, John Lajza. (Deb Billado was absent.)

ADMINISTRATION: Dave Crawford, Village Manager.

BOARD OF ABATEMENT

The Board of Abatement met prior to the Board of Trustees meeting to hear requests for tax abatements.

I. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, George Tyler, called the regular meeting to order at 6:45 PM and led the assemblage in the Pledge of Allegiance.

II. AGENDA ADDITIONS/CHANGES

Add under "Consent Agenda & Reading List":

- Summary sheet drafted by George Tyler providing background information on agenda items

Add under "Executive Session":

- Contract negotiations with Bradford and real estate matters.

III. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda

Tim Jerman urged the Trustees to support the resolution recognizing the service of Deb Billado to the village. Mr. Jerman noted he served with Ms. Billado for seven years and it was an honor and pleasure.

2. Public Hearing: FY12 Water/Sewer Rates

The public hearing was opened at 6:48 PM. Dave Crawford reported the recommended combined increase in the water/sewer rate for FY12 is 4.3%. Residential water rate will be \$0.02564; sewer rate will be \$0.02174; and the sanitation rate will be \$0.01446. An increase of \$20.66 can be expected for the average residence using 165 gallons of water per day. The water rate increase for large water users, such as IBM, is proposed at 1.6% for a rate of \$0.063 per 1,000 gallons of water. There were no comments from the public. The hearing was closed at 6:55 PM.

IV. OLD BUSINESS

1. Discuss Circumferential Highway and Crescent Connector

George Tyler reported on a joint meeting with the Governor and towns impacted by the Governor's decision to abandon the circumferential highway project. Towns are asked to submit alternative plans for traffic mitigation by October/November to the Governor's Office. CCMPO will take the lead in the process. Essex Junction may want to

coordinate the effort with Essex Town. The village has the crescent connector proposal for consideration.

Linda Waite-Simpson confirmed the Governor wants to determine what can realistically be built with available federal funds (the amount available will likely be known by August; funds are very scarce). Projects must meet the requirements of the Federal Highway Administration.

John Lajza expressed disappointment that one organization, the EPA, can stop the project. A better focus for the environmentalists would be on better livability and improvement of water quality in the lake, said Trustee Lajza, adding the crescent connector does not alleviate traffic through the village as the circumferential highway would. Dan Kerin echoed Trustee Lajza's remarks. Lori Houghton suggested looking at options such as bike paths to help alleviate traffic. Rep. Waite-Simpson urged involving the Congressional delegation to help with FHWA funding and EPA issues.

Staff will draft traffic mitigation ideas for consideration. Information on the crescent connector will be posted on the village website. George Tyler will contact Linda Myers to determine next steps in bringing a proposal from area towns forward.

2. Discussion Draft Trustees Annual Action Plan

The Trustees will review the Trustees action plan/progress to date at the August meeting.

3. Discuss Police Facility Committee

John Alden, architect, explained the concepts of "design build" (incorporates design and building in one) and "design bid build" (includes design of plans that go out to bid for award and construction). "Sustainable design" includes the building cost plus operational costs (the community must determine the level of commitment). The building design can allow for the addition of sustainable items at a future date.

Dan Kerin will be the board representative on the police facility committee. The decision on the citizen appointee will be made at the next meeting. There is a consensus of support to have John Alden serve on the committee provided Mr. Alden is not a bidder on the project.

V. NEW BUSINESS

1. Acceptance of Deborah Billado Resignation from Board of Trustees

George Tyler read the letter of resignation from Deb Billado.

MOTION by John Lajza, SECOND by Lori Houghton, to accept with regret the resignation of Deb Billado from the Board of Trustees.

DISCUSSION: Deb Billado's contribution to the community and as an asset on the Board of Trustees was noted. Best wishes were extended to Ms. Billado in her future endeavors.

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

2. Approve/ Sign Resolution of Appreciation for Deborah Billado

George Tyler read the resolution of appreciation recognizing 11 years of service on the Board of Trustees by Deb Billado.

MOTION by John Lajza, SECOND by Dan Kerin, to accept and sign the Resolution of Appreciation recognizing the service of Deb Billado to the village. VOTING: unanimous (4-0); motion carried.

It was noted John Lajza will assume the position of village representative on the ECOS steering committee formerly held by Deb Billado and Lori Houghton will be the alternate. Mr. Lajza will also be the representative on the Tri-Town WWTF Committee. George Tyler will be the alternate representative to the CSWD board.

3. Approve Trustee Replacement Process

There was agreement advertisement in local media of the vacancy on the Board of Trustees will be done in July with letters of interest submitted for discussion in August. Interviews will be conducted in open session in August.

3. Action on VLCT Health Trust Carrier Choice for 2012

MOTION by Dan Kerin, SECOND by Lori Houghton, to authorize the Village Manager to sign the Broker of Record letter appointing Hickok and Boardman Group Benefit. VOTING: unanimous (4-0); motion carried.

4. Action on Lease with CCSU for Parks

MOTION by Dan Kerin, SECOND by John Lajza, to forward the “Parks Lease Agreement” to CCSU and authorize the Village Manager to sign the lease following acceptance by CCSU. VOTING: unanimous (4-0); motion carried.

5. Appointment of James Jutras as an Authorized Agent

MOTION by Dan Kerin, SECOND by Lori Houghton, to confirm Jim Jutras was an ‘authorized agent’ to sign the Notice to Proceed with the Summit Street project. VOTING: unanimous (4-0); motion carried.

VI. VILLAGE MANAGER’S REPORT

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

1. Meeting Schedule

- July 19 @ 6:30 – Regular Trustees Meeting
- July 26 @ 6:30 – Regular Trustees Meeting
- August 2 – Interviews for Board of Trustees vacancy
- August 9 @ 6:30 – Regular Trustees Meeting
- August 16 @ 5:30 – Regular Trustees Meeting (Review Trustees Action Plan)
- September 13 @ 6:30 – Regular Trustees Meeting
- September 27 @ 6:30 – Regular Trustees Meeting
- October 11 @ 6:30 – Regular Trustees Meeting
- October 25 @ 6:30 – Regular Trustees Meeting

- November 8 @ 6:30 – Regular Trustees Meeting
- November 22 @ 6:30 – Regular Trustees Meeting
- December 13 @ 6:30 - Regular Trustees Meeting
- December 27 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- July 23 – 10th Annual Block Party
- October 6 – VLCT Town Fair, Killington
- December 7 – Light the Village Celebration and Train Hop

2. Memo from Jonathan Williams re: Amtrak Station Projects

The train station platform will be brought to a state of good repair. Amtrak cannot fund a new pitched roof on the station. Expanding the visiting room at the station is under discussion by VTrans and the railroad. George Tyler noted Amtrak's Great American Stations Program encourages communities with train stations to enhance them. Jonathan Williams and Jaye O'Connell will further investigate the program and granting agencies. Vermont Secretary of Transportation, Brian Searles, supports enhancing the station.

3. Security Cameras at Train Station

Security cameras are being installed around the train station including the CCTA canopy.

4. Lincoln Hall Leases

The offices formerly occupied by "Save the Greyhound Dogs" will hopefully be available July 1st and August 1st. Greyhound no longer leases space at Lincoln Hall. CHIPS expanded their space.

5. Dump Truck Bids

The bids for the dump truck are very favorable.

6. Support for Grant Application to Orton Family Foundation

The Board signed the letter of support.

7. Summit Street Work

Road work on Summit Street is underway.

8. End of Year Budget Status

It appears the year will end with a small surplus.

9. Camera at Five Corners

Staff is investigating posting a camera at Five Corners with connection to Lincoln Hall.

VII. TRUSTEES COMMENTS/CONCERNS

John Lajza asked if residents on Summit Street were notified of the road closing. Dave Crawford confirmed property owners were notified, but some neglected to notify tenants.

VIII. CONSENT AGENDA & READING FILE

MOTION by Lori Houghton, SECOND by Dan Kerin, to approve the consent agenda with the addition of the summary sheet drafted by George Tyler providing background information on agenda items and as presented below:

- 1. Approve Warrants**
- 2. Approve FY12 Lincoln Hall Leases**
- 3. Approve 2011 Dental Plan Renewal**
- 4. Approve Bid Award for Dump Truck**
- 5. Approve and Sign Letter of Support for 2011 Heart & Soul Community Planning Grant Application**
- 6. Reading List Acceptance (Letters & Communications)**
 - Planning Commission minutes (6/16/11)**

VOTING: unanimous (3-0)[John Lajza not present for vote]; motion carried.

IX. EXECUTIVE SESSION and/or ADJOURNMENT

MOTION by Dan Kerin, SECOND by Lori Houghton, that the Board of Trustees go into Executive Session to discuss real estate and contract matters where premature general public knowledge would place the village at a substantial disadvantage, and to invite the Village Manager to attend. VOTING: unanimous (3-0)[John Lajza not present for vote]; motion carried.

The regular meeting was adjourned and Executive Session convened at 9:25 PM.
Executive Session adjourned at 10:30 PM.

RScty: M.E.Riordan