

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
DECEMBER 13, 2011**

**MEMBERS PRESENT:** George Tyler (Village President), Dan Kerin (came at 9:50 a.m.), John Lajza, Lori Houghton and Mary Morris.  
**ADMINISTRATION:** David Crawford, Village Manager  
Lauren Morrisseau, Finance/MIS Director

**I. CALL TO ORDER**

George Tyler called the meeting to order at 8:00 a.m..

**II. BUSINESS**

1. FY 13 Budget Work Session (8:00-9:45 a.m.)

David Crawford and Lauren Morrisseau presented the proposed budget overview to the Trustees, followed by a series of meetings with department heads. The budget will need further consideration by the Trustees in January meetings to be presented at a public hearing on January 24.

2. Consent Agenda (9:45-9:50 a.m.)

**MOTION** by John Lajza, **SECOND** by Lori Houghton, to approve the bill list.

**VOTING:** 5 ayes; motion carried.

3. FY 13 Budget Work Session (9:50 a.m.-2:15 p.m.)

The Trustees continued the department budget reviews.

4. Wastewater Project Review (2:15-2:35 p.m.)

The Board was updated on the high school pump station project and signed the loan application which was previously approved.

Jim Jutras and Wayne Elliott reviewed the current plans and cost estimates for the WWTF project, which is on budget and scheduled for bid in May with a construction start in July.

**MOTION** by John Lajza, **SECOND** by Lori Houghton to authorize bidding the high school pump station project and that the Manager is authorized to sign all related documents. **VOTING:** 5 ayes; motion carried.

5. FY 13 Budget Work Session (2:35-4:20 p.m.)

The Trustees continued the department budget reviews.

**III. ADJOURNMENT**

The meeting was adjourned at 4:20 p.m.