



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, APRIL 8, 2014 at 6:30 PM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES** [6:30 PM]
3. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS** [6:35 PM]
 - a. Comments from Public on Items Not on Agenda
4. **OLD BUSINESS** [6:40 PM]
 - a. Draft Communication Policy
5. **NEW BUSINESS** [7:00 PM]
 - a. Approve Grant Application for Caring for Canopy
6. **VILLAGE MANAGER'S REPORT** [7:05 PM]
 - Trustees meeting schedule
7. **TRUSTEES' COMMENTS & CONCERNS/READING FILE** [7:10 PM]
 - a. Board Member Comments
 - b. Minutes from other boards/committees:
 1. Tree Advisory Committee 3/18/14
 2. Planning Commission 3/20/14
 - c. Letter from Boston Mayor Martin Walsh about Regional Gun Trafficking Summit on 4/24/14
 - d. Letter from VT Agency of Transportation about Speed Limit Request on Lincoln Street/VT Rt. 2A
 - e. Article in VLCT News about EPA Award for Jim Jutras
8. **CONSENT AGENDA** [7:15 PM]
 - a. Approve Minutes of Previous Meeting 3/25/14
 - b. Approve Warrants including check #10049022 through #10049099 totaling \$241,812.30.
 - c. Approve Request to Waive Noise Ordinance for EJRP Fireworks 7/4/14
 - d. Approve Banner Application for Vermont Quilt Festival 6/27-6/29/14
9. **EXECUTIVE SESSION** [7:20 PM]
 - a. Shared Manager's Contract
 - b. Personnel
10. **ADJOURN** [7:45 PM]

Meetings of the Trustees are accessible to people with disabilities. For information on access or this agenda, call the Village Manager's office at 878-6944. Times on the agenda are approximate.

Website Considerations

- Need an agenda link for all public meetings, esp. trustees and PC.
- Updates of trustee meetings need to match the available minutes. Agendas need to be current for next upcoming meeting.
- Trustee page: move legislative priorities up to where minutes are on the left side.
- Nice photo of the village trustees would be good.
- Tax and water bill payment info on Administration page too, or just a link to finance page.
- Employment opps shouldn't be on the News page.
- Contact info for all planning commissioners should be on PC page.
- Comprehensive Plan should be a link on the left side of PC page, like LDC is, like Community Development page has.
- PC meetings at least through June should be on Municipal Calendar.
- PC charter should be a link on left side of PC page.
- Comprehensive plan page: there is nothing here! Explain! Good spot for videos.
- Fee schedule page: explain!
- Forms page: possibly group by topic?
- School impact page: explain
- Zoning map: put all of them there with an explanation of what they show. Excerpt comp plan to describe zones.
- News: now you can pay your bills online!
- Documents relating to upcoming events should be moved to home page. EG, 2013 annual report should be front & center with village meeting announcement.
- Front page should have events that rotate CF Lyndon state website.
- Public works page: make See Click Fix more prominent.
- Stormwater: link to Stream Team.
- Link to FAQs on home page, not just pull down.
- Proofread FAQs. Also fix fonts.
- Zoning page → Approved projects → bad link—goes to community dev page that's it.
- Photo and contact info for Zoning board on page.
- Bike committee: list chair contact info.
- Capital comm page: list members and contact info
- Comp plan should be listed under Ordinances & Codes as well.
- Selected economic facts goes to US only. Need to set up for EJ. Demographic OK.

Website possibilities:

- More consistent posting by Village to FPF
- What's up with the H&S calendar project?
- Meeting space database
- More links to Essex groups, like Essex Economic Development
- News: recent awards. Where else can we list awards?
- Spotlight on local volunteers
- Trustees: need to provide items for the Trustees News section. Should we have access to post ourselves?

- Need to have topics regularly posted to the Public Input page of the website.
- Essex Reporter, Free Press articles linked to the News page
- PC News page should have links to images and plans for current projects under consideration. (Need to check on legality/privacy etc)
- Wastewater treatment page: add “Arrange for a tour” link (with Jim’s permission). Update video and move it to top of page.
- Post capital list criteria with explanation. Link to the actual list?
- Tree committee: link to LDC code list of acceptable trees?
- Rewrite the business page, esp. part about IBM. They are not our focus.
- I would not single out particular businesses for inclusion on this page but rather just have the link to the list and a short explanation.
- Tax stabilization policy should just go under economic development and not have its own tab. Same with business resources—where are the links? Lame.
- Essex Junction Facts—is there any video from the play from the last town meeting?

Trustees Procedure for Soliciting and Monitoring

Public Input to the Village Website

The purpose of this procedure is to provide guidance to the Village Staff regarding the solicitation and monitoring of public input to the Village Website.

- 1) Who may solicit public input to the Village Website?
 - a) The Trustees as a board may solicit public input on any subject they propose.
 - b) An individual Trustee may solicit public input with the approval of the Village Manager.
 - c) Department Heads may solicit public input with the approval of the Village Manager.
- 2) How is the request posted to the website?

The approved request will be forwarded to the MIS Director who will cause the request for input to be posted to the website.
- 3) What is the procedure for monitoring incoming public comments?
 - a) The Village MIS Director, the Administrative Assistant, and the Economic Development/Community Relations Assistant will be alerted via e-mail when a new comment has arrived at the website and be informed of its content.
 - b) At least once each day the Village MIS Director, the Administrative Assistant, and the Economic Development/Community Relations Assistant will briefly discuss the comments received. If any comment contains inappropriate language (i.e. foul language, sexually explicit language, threats, racial slurs, etc.) it will not be posted but will be referred to the Village Manager for further consideration. All other comments will be posted as received.

(Draft)
Village of Essex Junction
Communication Policy for Village Trustees and Staff

The Village Trustees and Village staff share the responsibility of providing accurate, responsible, and timely information to Village citizens and news media.

Because no communication policy can anticipate all possible circumstances under which the words and actions of trustees and staff may be heard, observed, or disseminated to the public, trustees and staff must be aware that any occasion on which they discuss Village business, such as online media, email, written communication, telephone conversation, or face to face discussion, could result in public dissemination. For that reason, Trustees and staff should make every effort to ensure that they conduct themselves in a professional manor in all communications regarding Village affairs and that their words and deeds conform to the following guidelines.

I. Public Communication

Trustees: As the Village's elected leaders the trustees must be both the voice of the community and representatives of the government. As elected leaders it is appropriate for trustees to express personal opinions and political judgments on topical issues. At times, their opinions may differ with those of other Trustees. However, they should strive to ensure that their opinions are factually correct, do not misrepresent the words or opinions of other Trustees or staff, and do not publicly impugn the actions or words of Village staff, other Trustees, or the members of other boards and committees affiliated with the Village government. If asked or called upon to provide technical or factual information of which they are uncertain, they should defer the question to the Village manager. If asked or called upon to express an opinion or judgment representing the collective position of the Board of Trustees or Village government, they should defer the question to the Village President or Village Manager accordingly.

Staff: As government professionals Village staff must provide technically accurate information free of political judgment and personal bias. As a rule, requests for comments or information from the media or public should be made to the Village Manager and staff should defer such requests to the manager unless the manager has specifically requested that a staff member respond. If asked or called upon to express a personal opinion or political judgment they should defer the question to the Village Manager or President of the Board of Trustees.

II. Responses to Public Comments

The U.S. Supreme Court has consistently held that in accordance with the First Amendment citizens have a right to criticize their government even if the criticism is not in good taste or factually accurate.

Additionally, when a citizen chooses to run for elected office, whether at the local, state, or federal level, inherent in that decision is acknowledgment that in the course of discharging governmental responsibilities one's words and actions may be publicly criticized or condemned, and that the criticism or condemnation may be unfair, inaccurate, politically motivated, and harsh, and that the elected official does not have recourse to the same legal protections from defamation as a private person as long as the criticism pertains to government-related issues.

In the spirit of transparency the Village government and Trustees promote and support a range of communication resources such as Front Porch Forum, the Essex Junction Website, and Facebook, which allow and encourage Village citizens to post comments and exchange views on community issues and government actions. The Trustees and staff promote and support these resources with the understanding that many of the citizen' postings may be technically inaccurate, misinformed, intentionally or unintentionally misleading, or politically motivated.

When such a posting occurs, it is understandable and reasonable for Trustees and staff to respond. However, responses should conform to the following guidelines.

Village Staff: Village staff may not respond without the approval of the Village manager. The Village manager must confer with the Village President before posting the response, or with the Village Vice President if the Village President is unavailable.

Trustees: As elected officials, Trustees may respond individually to such postings, however their responses should conform to the policy guidelines for Public Communication. Additionally, Trustees should bear in mind that the underlying goal of the Village's support for communication resources is to promote lively public discourse on a range of issues. Although well intentioned, the factual, technical response of an elected official or staff member can have a chilling effect on such debates. As Board members we are expected to be more knowledgeable about local government issues, but our deeper knowledge does not entitle us to insert ourselves into every public discussion of local government. Immediate Trustee responses to any criticism published in a media resource suggests a hypersensitivity contrary to the spirit of open government. As a general rule, restraint is preferable to response.

If a Trustee chooses to respond, the response should first be shared with other Board members out of respect for their positions as knowledgeable and responsible colleagues, and with the Village manager to ensure technical and factual accuracy.



MEMORANDUM

TO: Village Trustees
FROM: Darby Mayville, Community Relations & Economic Development Assistant *DEM*
DATE: 4/8/2014
SUBJECT: Caring for Canopy Mini Grant

Issue

The issue is whether or not the Trustees will authorize staff to apply for a Caring for Canopy Mini Grant in order to complete a street tree inventory of Essex Junction.

Discussion

During the summer of 2013, the Village of Essex Junction applied for and received a grant to assist with the completion of a street tree inventory. In order to complete this project, the Urban and Community Forestry Program was able to connect us with a summer class of UVM students who spent a week inventorying Village trees. While the students were able to complete the majority of the inventory work, they were not able to finish it completely.

Therefore, we would like to apply for a second grant from the Urban & Community Forestry program to finish this project. Urban & Community Forestry staff has indicated that there will be several summer interns that will be able to provide direct assistance to communities. If we are to receive these funds, we will use them to reimburse the Urban & Community Forestry program for the cost of an intern's time to complete our inventory. We believe that this would allow us to complete the street tree inventory during the summer of 2014, and move on towards creating a street tree management and planting plan.

Cost

If the Village was to be awarded this grant, we would receive a \$500 cash award. We would need to match this with \$500 in employee and volunteer support for the project. This match will be provided through staff administrative support, as well as direct project assistance from members of the Tree Advisory Committee.

Recommendation

It is recommended that the Trustees approve the submittal of the Caring for Canopy Mini grant application.



MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Village Manager
DATE: April 8, 2014
SUBJECT: Trustees Meeting Schedule

TRUSTEES MEETING SCHEDULE/EVENTS

April 22 at 6:30 – Regular Trustees Meeting

- Board reorganization

May 13 at 6:30 – Regular Trustees Meeting

May 24 at 10 AM – Memorial Day Parade

May 27 at 6:30 – Regular Trustees Meeting

June 10 at 6:30 – Regular Trustees Meeting

- Interviews/Appointments to Commissions & Committees

June 24 at 6:30 – Regular Trustees Meeting

- Annual appointments for Clerk, Attorney, Fire Chief & Engineer

July 4 at 9:30 PM – Fireworks at Maple Street Park

July 8 at 6:30 – Regular Trustees Meeting

July 19, 5-10 PM – Block Party & Street Dance

July 22 at 6:30 – Regular Trustees Meeting




Patrick Scheidel
Municipal Manager
PatS@essexjunction.org

2 Lincoln Street
Essex Junction, VT 05452
www.essexjunction.org

Office: (802) 878-6944
Fax: (802) 878-6946

MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Village Manager 
DATE: April 8, 2014
SUBJECT: Request to Alter Meeting Schedule

As I will be out of town on April 22nd, I respectfully request that you cancel your April 22nd meeting and reschedule for April 29th.



Patrick Scheidel
Municipal Manager
PatS@essexjunction.org

2 Lincoln Street
Essex Junction, VT 05452
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Office: (802) 878-6944
Fax: (802) 878-6946

MEMORANDUM

TO: Village Trustees
FROM: Pat Scheidel, Village Manager *PS*
DATE: April 8, 2014
SUBJECT: Green Meadows Eviction Notices

Issue

The issue is regarding concern about eviction notices served to residents at Green Meadows apartments on Thasha Lane, which requires them to vacate before the end of the school year.

Discussion

We approached the property owners with a request to change the date of eviction to after the school year ends. We were told it was a reasonable request that Dr. Rubman would consider. The property owner, Dr. Jeff Rubman, further stated that the tenants had been notified a year ago about the need to vacate at this time and the plan was to move them to another building that had a high turnover rate.

Dr. Rubman called back the next day to say that they could not change the 60-day eviction notice because they would run into legal problems. He said they will offer open units in another building to tenants with families so they could finish out the school year. His son, Bradd Rubman, indicated to Robin Pierce that three families were impacted.

Cost

There is no cost associated with this issue.

Recommendation

This item is for informational purposes.

**VILLAGE OF ESSEX JUNCTION
TREE ADVISORY COMMITTEE
MINUTES OF MEETING
MARCH 18, 2014**

MEMBERS PRESENT: Nick Meyer, Rich Boyers, Paula DeMichele, Warren Spinner

ADMINISTRATION: Darby Mayville, Community Relations and Economic Development
Assistant

OTHERS: Mike Servetas, Drew Gingras, Erin Parizo

1. CALL TO ORDER

The meeting was called to order at 6:05 PM by Nick.

2. ADDITIONS OR AMENDMENTS TO AGENDA

None.

3. DISCUSSION & INPUT ON TREE PLANTING ALONG MULTI-USE PATH

Erin completed an overview of the proposed location of the path and the project limits. She stated that the intent of the project is to stay completely within the NECR Railroad or Village right-of-way (ROW). The path is a VTrans Local Transportation Project, and is at the 60% project stage. The path is planned to be 1200 feet long and 10 feet wide. There is currently a large amount of pedestrian traffic in this area.

Erin and Mike touched upon the lighting layout and the on/off timing of the lighting. The lights will be solar. They mentioned that other options were discussed for triggering the lighting. Motion sensing was ruled out early on because of issues with functionality. A timer based system, which will on only during peak times, is what is currently being proposed. The lights will have 85 foot spacing with limited spillback.

It was noted that initially, a fence was proposed to separate abutting properties from the path but the design is now proposing the 'natural fencing' of a hedge or tree line. The property owners are interested in having a visual separation between their homes and the path. The issue of vegetation density was brought up as a concern, and it was pointed out that we would want to limb up the evergreens so it does not become a larger maintenance or security issue.

Warren asked if the trees at the North St. intersection are within the railroad ROW, and was told that they were. Once this project is built, the responsibility will lie with the Village to maintain these trees.

The Tree Advisory Committee will take an initial look at the trees that are currently proposed to be saved to determine if they should in fact be saved and maintained in the future by the Village.

Rich mentioned the potential for deciduous plantings. This may be best if there is decreased use in the winter months, as there will be less screening for adjacent property owners when leaves fall off.

Warren mentioned that a combination of both coniferous and deciduous plantings is possible. While the trees are currently evenly laid out, there is the potential to bunch trees in some places and spread them out in others if this is deemed appropriate. He also mentioned that if we can't maintain the currently existing vegetation, overgrowth into the new plantings can occur, and that proper maintenance (mowing, trimming, etc.) is an absolute must in this area. Nick mentioned that it is important not to create hiding places with these clumps of trees.

Warren asked if most of the shrubs and perennials (referencing the quantity spreadsheet) will be planted in the bioretention ponds, and was told that they would be planted there.

It was suggested that a better detail than what we currently have for plantings, and some specifications to go along with it should be obtained and included in the next plan submission.

Rich asked if this path would be plowed, and was told that it would be.

Nick asked whether the fence is directly on the ROW line. The abutting fence appears to be located directly on the property line and for this reason it would act as a backdrop to the vegetation.

Per Warren, VHB will need to properly spec out all necessary landscape work that will be done.

Warren asked when the project would be ready to go to construction. Michael and Erin replied that the intent is to get the project ready to bid as quickly as possible. Preliminary Plan comments were just received from the state and they are coordinating with the RR on some recently discovered issues. As it stands now, they would like to have plans complete by spring and construction to begin this summer. Bidding will also be dependent on what time of year the project is completed and whether or not bids are likely to come in at a high cost due to already secured workload of local contractors. Warren suggested "Johnson Paving" as a potential contractor for the project.

Warren also asked to see the specs when the project goes out to bid so when the contractor gives the plans to their landscape contractor, we have material to work with and base design off of. VHB agreed to come up with specs/warning signs to alert the general public of tree protection measures that will be installed.

As it currently stands, the construction area will be fenced during construction and the planting areas will be fenced off until an appropriate amount of vegetation is grown in. A concern over staging areas was brought up, and the Committee suggested that VHB contact Rick Jones to discuss some options.

It was stressed that there will be a need to talk to the maintenance teams that will be upholding the newly installed pieces of landscaping (vegetation, benches, etc.).

The Village Tree Advisory Committee will plan a site walk in the future to evaluate what currently exists in the area. They will then share this information (along with suggested species to be planted in the area) with the design team. VHB will then work with a landscape architect to develop appropriate layouts along the path.

4. MINUTES REVIEW

MOTION by NICK, SECOND by RICH, to approve the minutes. VOTING: unanimous; motion carried.

5. WORKSHOP PLANNING

The group discussed PR for the workshop. Warren mentioned that he would be leading the same workshop three days prior in Burlington. The group decided to publicize the event details through as many sources as possible. Darby said that she would draft a poster.

6. ARBOR DAY PLANNING

Rich said that the Summit Street PTO liked the idea of planting a tree. They are currently pricing out trees. The ceremony will be held on May 2nd. Warren will hand out Arbor Day guides. The tree will be planted near the reading garden. They hope to get some press the day of the event.

Paula showed the group an article that she drafted for submission to the Essex Reporter. All of the committee members liked it, and provided some edits. Warren said that he would send a history of Arbor Day to Paula to condense for the article. He said that he could talk to a contact at the Urban & Community Forestry Program if additional sources are needed. Paula said that she wanted to break down the history of Arbor Day to the local level. Warren also suggested adding additional details about the benefits of trees to the article.

Paula said that she would get the article to Darby by the end of the month so that Village management could approve it.

7. MAPPING UPDATE

Nick and Rick Jones, Public Works Superintendent, are working on the tree inventory. Nick said that the KML format is easily adapted to other formats. He added that there are no critical issues with any of the trees on the list.

8. TREE PLANTING 2014 UPDATE

Nick and Rick Jones, Public Works Superintendent, are looking at sites to plant new trees. The group exchanged some ideas, and the decided to walk around the Village Center and brainstorm potential planting areas. Warren suggested focusing the plantings on the main arteries.

Nick brought up the Caring for Canopy grant that the Village received last year. There is some money available for planting and pruning with this grant. He said that there is another round of grant funding coming up, and that he would look more into the details of applying.

9. PUBLIC INPUT

None.

10. MEETING SCHEDULE

Next meeting

- April 15th at 6 PM

Agenda Items

- Minutes Review;
- Arbor Day Update;
- Tree Planting 2014;
- Multi Use Safety Path;
- Canopy Grant Progress;
- Public Comments.

11. ADJOURNMENT

MOTION by WARREN, SECOND by RICH, to adjourn the meeting. VOTING: unanimous; motion carried. The meeting was adjourned at 7:43 PM.

**VILLAGE OF ESSEX JUNCTION
PLANNING COMMISSION
MINUTES OF MEETING
March 20, 2014**

MEMBERS PRESENT: Diane Clemens (Chairwoman); Aaron Martin, John Alden, Nick Meyer, Amber Thibeault, David Nistico. (Andrew Boutin was absent.)

ADMINISTRATION: None.

OTHERS PRESENT: None.

AGENDA:

1. Call to Order
2. Audience for Visitors
3. Additions/Amendments to the Agenda
4. Minutes
5. Work Session: Comprehensive Plan
 - Business/Economic Development
 - Energy
 - Land Use
6. Other Planning Commission Items
7. Adjournment

1. CALL TO ORDER

Diane Clemens called the meeting to order at 6:07 PM and announced the meeting with Essex Planning Commission at 6:30 PM on Thursday, March 27, 2014 at the town offices.

2. AUDIENCE FOR VISITORS

None.

3. ADDITIONS/AMENDMENTS TO THE AGENDA

None.

4. MINUTES

February 20, 2014

MOTION by Amber Thibeault, SECOND by Nick Meyer, to approve the minutes of 2/20/14 as written. VOTING: 4 ayes, 2 abstentions (Aaron Martin, David Nistico); motion carried.

March 6, 2014

MOTION by Diane Clemens, SECOND by Aaron Martin, to approve the 3/6/14 minutes as written. VOTING: unanimous (6-0); motion carried.

5. WORK SESSION: COMPREHENSIVE PLAN

There was discussion of the focus of the plan not being on costs associated with commuter traffic, but on how to get commuters going through the village to stop and shop. Also, the plan recognizes that the circ highway is not likely to be built and the

village is taking other steps to mitigate traffic congestion including building the crescent connector, pedestrianization of a short section of main Street at the Five Corners, and other road improvements.

Business/Economic Development

The following edits were made to the 'Business/Economic Development' section:

- Correct the year in the header to "2014".
- Page 29, paragraph beginning "While the location of Essex Junction..."
 - Change "five major highways" to "three major highways"
 - Insert "and local" between 'commuter' and 'traffic'
 - Delete "as well as the direct budget costs associated with street " and "traffic computers"
- Page 33, Section 3.6 IBM, 1st paragraph ("Essex Junction has maintained a strong employment base...")
 - Delete "with approximately 5,000 employees"
 - Move the sentence "The village should support development policies..." to the end of the next paragraph (paragraph beginning "In recent years the IBM site...")
- Page 33, Section 3.7 Implementation Strategies
 - Begin paragraph with "The Village Planning Commission endorses the implementation strategies and should engage in policies to make progress on the strategies as opportunity arises. The village is particularly interested in maximizing success in the transit specific strategies as identified in #4 (regional multi-modal improvements), #10 (freight rail service expansion), and #12 (transit oriented development)."
 - In strategy #12 delete "698"
- Page 34, Business/Economic Development Goals
 - Objective 1.3 - rewrite to read: "Consider performing market studies or other effort to identify and attract businesses to the village to enhance village life."
 - Objective 1.5 - rewrite to read: "Encourage opportunities for bandwidth improvements."
 - Objective 1.7 - rewrite to read: "Work with Essex Economic Development Committee to help identify underutilized structures in the village and assist in matching the landowners with business prospects."
 - Objective 2.1 - delete the word "willing".
 - Objective 2.4 - delete the entire statement and renumber the subsequent objectives accordingly.
 - Objective 2.7 - rewrite to read: "Conduct market studies as needed to attract key businesses to the village to reinforce the vision and identity of the community."
- Page 35, Business/Economic Development Goals
 - Goal 4 - change "speedy" to "timely".
 - Objective 4.2 - rewrite to read: "Provide application checklist of all requirements for each stage of review."

- Objective 5.3 - rewrite to read: “Establish local historic districts or other mechanisms to preserve existing residential structures of significant historic village character along major arterials and in historic neighborhoods.”
- Renumber Objective 5.4 to Objective 5.5.
- New Objective 5.4 to read: “Create a list of noted historic sites and buildings to supplement Map 2.” Map 2 needs to be updated and needs supporting documentation of why each site/building is historic.
- Objective 5.5 reads: “Continue streetscape and landscaping efforts to attract private sector investment.”

Energy

The following edits were made to the Energy section:

- Page 21, 1st paragraph, 1st sentence - delete “and has far reaching impacts globally” and rewrite the 2nd sentence to read: “The Village of Essex Junction is a jurisdiction where energy use and production are vital concerns which impact overall quality of life in the community.”
- Page 22, Strategies for how to lower residential energy use - insert text on Pages 25 and 26 about home weatherization and new construction.
- Page 23, Municipal
 - Change heading of “Municipal” to “Municipal Lighting”.
 - Rewrite 3rd paragraph (formerly 1.2.1) to read: “Streetlights in the village are currently mercury vapor. High pressure sodium lights are not allowed according to the Land Development Code. Existing streetlights in the village should be upgraded to the most efficient technology available as practicable. The use of architectural or period style lighting is encouraged.”
 - Rewrite ‘Regarding parking lot lighting’ to read: “Current village policy requires compliance with the Regional Planning Outdoor Lighting Manual for Vermont Municipalities.”
 - Land Use & Transportation, 1st sentence – change “with which” to “in which”.
 - Verify the number of barrels of petroleum consumed.
- Pages 24-27, Sections 1.2 (Greenhouse Gas Emissions), 1.3 (Reduce Energy Consumption...), 1.4 (Low Income Energy Assistance), 1.5 (Underground Storage Tanks) – format in the same style as the other sections in the comprehensive plan.
- Page 28, top of page, paragraph beginning “Within Essex Junction the State of Vermont reports...” – change “Appendix G” to “Appendix A”.
- Page 29, Energy Goals
 - Goal 7 – rewrite to read: “Ensure that new and replacement street lamps utilize the most current and efficient energy technology.”
 - Objective 7.3 – rewrite to read: “Meet or exceed the current adopted version of the Regional Planning Outdoor Lighting Manual for Vermont Municipalities.”

- Goal 8 – rewrite to read: “Support a variety of transportation options including walking, biking, public transit that reduces reliance on the automobile.”
- Goal 16 – delete from this section because the goal is more aesthetically directed than energy directed. The goal could be moved to another section, such as utilities or facilities.

Land Use

To be covered at the next work session.

6. OTHER PLANNING COMMISSION ITEMS

None.

7. ADJOURNMENT

MOTION by Aaron Martin, SECOND by Amber Thibeault, to adjourn the meeting. VOTING: unanimous (6-0); motion carried.

The meeting was adjourned at 8:35 PM.

Rcdg Scty: MERiordan





CITY OF BOSTON • MASSACHUSETTS

OFFICE OF THE MAYOR
MARTIN J. WALSH

March 30, 2014

RECEIVED

APR 03 2014

Village of Essex Junction

The Honorable George Tyler, Village President
Village of Essex Junction
2 Lincoln Street
Essex Junction, VT 05452

Dear President Tyler,

I would be honored if you would join me in officially launching a regional conversation about the scourge of gun violence on the streets of our cities throughout New England. I know that you share my concerns about gun violence and are working toward the common goal of making our neighborhoods, our homes, and our children safe in your city and mine. **I hope you and your appropriate colleagues can join me and stakeholders from around New England at a Regional Gun Trafficking Summit on Thursday April 24, 2014 from 10 AM to 3 PM at Roxbury Community College in the Roxbury neighborhood of Boston.**

Removing illegal guns from our neighborhoods is at the heart of violence prevention. The illegal trafficking of crime guns is one of the primary threats to the safety of each of our neighborhoods. With the existence of dangerous loopholes that allow criminals and prohibited purchasers to have easy access to crime guns, we must take action regionally to confront this problem head on. That action can only be successful through true partnerships between our cities that result in real collaboration between our administrations, law enforcement agencies at the federal, state and local levels, community partners, and experts in the field. By coming together on April 24th we can build lasting relationships that set a foundation of data sharing, advocacy for updates to state laws across our region, and an emphasis on the comprehensive nature at the core of truly solving this problem.

The intent of this Regional Gun Trafficking Summit will not be to go after responsible, law-abiding gun owners. They are not the source of crime guns in our cities. This summit will be about saving lives and keeping crime guns out of all our neighborhoods. By convening together on April 24th we will break down barriers, foster new alliances, and open up new possibilities of working together. It is an opportunity to raise awareness and mobilize the entire region to work together against gun violence.

I hope you and your colleagues will join me to begin this important effort. Please RSVP to James Sullivan, Director of Intergovernmental Relations, at (617) 635-3174 or james.sullivan@boston.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Martin J. Walsh". The signature is fluid and cursive, with the first name "Martin" and last name "Walsh" clearly distinguishable.

Martin J. Walsh
Mayor of Boston



State of Vermont
AOT - Traffic Operations
1 National Life Drive
Montpelier VT 05633-5001
www.aot.state.vt.us

[phone] 802-828-2696
[fax] 802-828-2437
[ttd] 800-253-0191

Agency of Transportation

April 2, 2014

Patrick Sheidel
Essex Junction Village Manager
2 Lincoln St
Essex Junction VT 05452

RECEIVED

APR 03 2014

Village of Essex Junction

RE: Speed Limit Request, VT 2A, Essex

Dear Mr. Sheidel:

This letter is in response to your January 24, 2014 request to change the speed limit on VT 2A just north of the Village of Essex Junction. The Traffic Operations Unit has conducted an engineering study in this area.

Due to new pedestrian facilities and lighting, the roadway in this area has had a significant character change, and looks similar to the Class 1 town highway section of roadway. The existing 35 mph zone starts at the state highway/Class 1 town highway transition. We recommend to the Traffic Committee that the 25 mph zone be extended 0.09 miles northerly to St James Place (Gate F).

We will forward this recommendation to the Vermont Traffic Committee, who makes the final decision. This topic will be on the agenda of the next Traffic Committee meeting on Thursday April 25, 2014 at 1 pm in the 5th Floor Transportation Board Room at the National Life Building in Montpelier. Please attend if you wish to present testimony on behalf of the town. If you or members of the public are unable to attend but would still like to participate, please let me know and we can arrange a telephone connection

Please do not hesitate to contact me at (802) 828-2696 if you have any questions or require additional information.

Sincerely,

Bruce Nyquist, PE
Assistant Program Manager

cc

AOT District 5, DTA Blackmore (via e-mail)
Robyn Pierce, Essex Development Director, 2 Lincoln St, Essex Junction VT 05452
Michelle Boomhower, CCRPC (via e-mail)





VLCT NEWS

A PUBLICATION OF THE VERMONT LEAGUE OF CITIES & TOWNS

89 Main Street, Suite 4
Montpelier, VT 05602-2948
Tel.: (802) 229-9111 • Fax: (802) 229-2211
Email: info@vlct.org
Web: www.vlct.org

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EPA AWARDS ESSEX JUNCTION WATER QUALITY SUPERINTENDENT

James Jutras, who oversees operations at the Essex Junction Wastewater Treatment Plant, was recently honored by the Environmental Protection Agency (EPA) with a Regional Wastewater Treatment Plant Operator Excellence Award for 2013. Jutras was selected because of his exemplary performance over a long career operating and maintaining the facility in Essex Junction, which processes wastewater for Essex, Essex Junction, and Williston homes and businesses. The Vermont Department of Environmental Conservation was instrumental in nominating Jutras for the award.

"The professionals operating these wastewater treatment plants, as well as the municipalities and the state environmental agencies that support them, are essential to keeping our environment healthy by protecting water quality," Curt Spalding, Regional Administrator of EPA's New England Office, said in a press release. "EPA is proud to acknowledge Mr. Jutras' outstanding contributions to help protect public health and water quality for so many years and to give him the credit he deserves."

The EPA Regional Wastewater Awards Program recognizes personnel in the wastewater field who have provided invaluable public service managing and operating wastewater treatment facilities throughout New England, according to the press release.

Reprinted with permission from *The Essex Reporter*, Feb. 27, 2014.



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Since 1970*

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Playground**

For more information contact:

Vermont Municipal Bond Bank
Champlain Mill
20 Winooski Falls Way, Suite 305
Winooski, VT 05404

(802) 654-7377 (phone)
(802) 654-7379 (fax)
Bond-bank@vtbondagency.org
www.vmbb.org

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 25, 2014**

BOARD OF TRUSTEES: George Tyler (Village President); Dan Kerin, Elaine Sopchak, Andrew Brown, Lori Houghton.
ADMINISTRATION: Lauren Morrisseau, Co-Assistant Manager & Finance Director; Susan McNamara-Hill, Co-Assistant Manager & Village Clerk/Treasurer/HR Director; Jim Jutras, Water Quality Superintendent.
OTHERS PRESENT: Paige Leahy, Heidi Leat, Steve Copeland, Philip Fay, Jeff Forward, Ivana Andreani.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

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

2. AGENDA ADDITIONS/CHANGES

Add to Old Business:

- Draft Q & A Budget Handout for Annual Meeting

Add to New Business:

- Draft Letter to Governor Shumlin re: Lake Champlain TMDL

3. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda

None.

4. OLD BUSINESS

1. Approve Encore Solar Agreement(s) for Waste Water Treatment Facility

The proposal by Encore for a solar array by the waste water treatment plant for net metering large commercial users in the village was explained. Encore will own, operate, and maintain the equipment for the first seven years after which the village can purchase the array at market price. There is a 25 year warranty on the panels. The village will gain approximately \$4,000 in offsetting revenue per year. Most of the electric usage at the treatment plant will be generated by solar and a combination of heat and power.

MOTION by Dan Kerin, SECOND by Lori Houghton, to authorize the Village Manager to sign the Encore Solar Group Net Metering Agreement and the related Lease Agreement.

DISCUSSION: Support was expressed for the solar project which fits with the co-gen effort at the treatment plant.

VOTING: unanimous (5-0); motion carried.

2. Annual Meeting Preparation

The following was noted:

- Minor edits were made to the Q&A sheet.
- Projects to be bonded will be listed in the presentation on capital projects. A list of capital projects will be handed out at the annual meeting. Pictures of existing conditions will be shown.
- The bond vote will be discussed after the conclusion of the annual meeting.
- There are 200 clickers available for polling, but only two opinion poll questions (holding the annual meeting on a Saturday and holding both the village and school annual meeting on the same date). A show of hands will be done on the questions.
- There has not been enough information provided to the public on the issue of voting the budget by Australian ballot to ask an opinion question at the annual meeting.
- Channel 17 will stream the meeting live to television and on-line.
- Free childcare services will be available at the annual meeting.

5. NEW BUSINESS

1. Approve Bid Award for Woods End Drive Reconstruction Project

Staff reported the low bid out of eight bids received for the street reconstruction project was Dirt Tech Company, LLC for the amount of \$470,333.84. The Village Engineer recommends awarding the bid to Dirt Tech for a savings in the capital budget of \$105,000.

MOTION by Lori Houghton, SECOND by Andrew Brown, to award the bid for the Woods End Drive roadway reconstruction project to the lowest bidder, Dirt Tech Company, LLC in the amount of \$470,333.84.

DISCUSSION: It was noted all references for Dirt Tech were checked. Essex Town has contracted with Dirt Tech on projects with positive results.

VOTING: unanimous (5-0); motion carried.

2. Letter to Governor Shumlin re: Lake Champlain TMDL

Jim Jutras explained the letter to the Governor is in regard to the Agency of Natural Resources' position and proposal to the EPA. There are serious errors in the cost information for treatment plants and the cost burden should be shared across all sectors, not just borne by treatment plants. The purpose of the letter is to have an open discussion with the permittees at the table and help the Governor make solid recommendations that the EPA will accept. Mr. Jutras will modify the letter to present a stronger argument for review by the Trustees before signing.

6. VILLAGE MANAGER'S REPORT

1. Meeting Schedule

- April 8, 2014 @ 6:30 – Regular Trustees Meeting
- April 22, 2014 @ 6:30 – Regular Trustees Meeting
- May 13, 2014 @ 6:30 – Regular Trustees Meeting
- May 27, 2014 @ 6:30 – Regular Trustees Meeting
- June 10, 2014 @ 6:30 – Regular Trustees Meeting
- June 24, 2014 @ 6:30 – Regular Trustees Meeting

Special Meetings/Events:

- April 2, 2014 @ 6 PM – Community Supper before Annual Meeting
- April 2, 2014 @ 7 PM – Village Annual Meeting
- April 8, 2014 @ 7 AM – 7 PM – Australian Ballot Voting
- April 9, 2014 – Joint Meeting with Essex Town on Biking/Walking
- May 24, 2014 @ 10 AM – Memorial Day Parade

2. Award to Village

The village will receive an award at the upcoming bike/walk summit. George Tyler will confirm who will attend the ceremony. Rick Hamlin is Chair of the Bike/Walk Committee.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE**1. Board Member Comments**

- Lori Houghton thanked Public Works for the stellar work effort this winter. Ice on sidewalks was managed well.
- Lori Houghton mentioned the presentation by Bruce Seifer on sustainable communities recently held in Burlington and suggested the town and village host a similar event perhaps at the high school. The Economic Development Committee has offered to pay part of the \$500 fee and the Trustees discretionary fund could also be used. Lori Houghton will work with Greg Morgan and Trevor Lashua on the matter.
- Elaine Sopchak mentioned village and town representatives will attend a leadership through change seminar on April 25, 2014.
- Elaine Sopchak stated according to the VLCT newsletter there is a proposal in the legislature called the Warn Act that will require employers with over 90 workers to give notice when employees will be laid off.
- Elaine Sopchak will provide examples of tasteful digital municipal signs for outside Lincoln Hall.

2. Reading file:

- Minutes of Planning Commission (3/6/14)
- Minutes of Block Party Committee (3/17/14)
- Letter from Vermont Land Trust re: Whitcomb Farm
- Email from CCRPC re: Walk/Bike Award on 3/29/14
- Staff and Director's Report Brownell Library February 2014
- Act 250 Notice Application and Hearing: 4 Pearl Street 4/24/14
- Letter re: Submittal to Public Service Board for Waste Water Treatment Facility Cogeneration System Upgrade

8. CONSENT AGENDA & READING FILE

MOTION by Andrew Brown, SECOND by Dan Kerin, to approve the consent agenda as follows:

- 1. Approve Minutes of Previous Meetings (3/11/14 with correction on Page 2, New Business, Annual Meeting Preparation, 5th bullet to read: "Borrowing clickers from Heart & Soul for opinion poll voting was discussed.")**

-
- 2. Approve Warrants including check #10048918 through #10049021 totaling \$340,478.32**

VOTING: unanimous (5-0); motion carried.

9. ADJOURNMENT

MOTION by Dan Kerin, SECOND by Andrew Brown, to adjourn the meeting.

VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 8:47 PM.

RScty: M.E.Riordan *gmh*

Check Register Report

BL 4/8/14

Date: 04/03/2014

Time: 4:19 pm

Page: 1

Village of Essex Junction

BANK:

C N	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10049022	03/26/2014	Printed		0795	TOWN OF ESSEX	MARCH SHARED GR CONTRACT-ADMIN	4,486.73
10049023	03/26/2014	Printed		1655	BLUE CROSS BLUE SHIELD OF VT	INS PREMIUM-VARIOUS DEPT	28,406.86
10049024	04/08/2014	Printed		10508	ADVANCED DISPOSAL	1.03 TON GRIT REMOVAL-WWTF	85.78
10049025	04/08/2014	Printed		9975	AMERICAN ROCK SALT CO, LLC	ROAD SALT-STREET	3,925.78
10049026	04/08/2014	Printed		9847	AUTOZONE, INC	DIESEL EXHAUST FLUID-FIRE	6.99
10049027	04/08/2014	Printed		10408	BAY STATE ELEVATOR COMPANY	EXAM & LUBE ELEVATOR-LIBRARY	252.81
10049029	04/08/2014	Printed		10599	BLUETARP FINANCIAL #2	SUPPLIES-VARIOUS	321.15
10049030	04/08/2014	Printed		0239	BOND AUTO PARTS, INC.	SUPPLIES-WWTF	5.15
10049034	04/08/2014	Printed		0268	BRODART CO.	CIRCULATION MATER-LIBR&FRIENDS	1,632.87
10049035	04/08/2014	Printed		0457	CARGILL, INC SALT DIVISION	SALT-STREET	15,851.46
10049036	04/08/2014	Printed		9743	CARQUEST AUTO PARTS	SUPPLIES-STREET/WWTF	160.76
10049037	04/08/2014	Printed		10633	CCI SOLUTIONS	2 RING CASES & INSERTS-LIBRARY	175.18
10049038	04/08/2014	Printed		0461	CENTRAL BEVERAGE	NEWSPAPERS-LIBRARY	100.00
10049039	04/08/2014	Printed		0503	CHAMPLAIN OIL COMPANY, INC.	VEHICLE GAS-VARIOUS DEPT	5,532.87
10049040	04/08/2014	Printed		0525	CHITTENDEN SOLID WASTE DISTRIC	BIOSOLIDS-WWTF	10,263.43
10049041	04/08/2014	Printed		10614	CHOICE COBRA, LLC	ADMIN FEE-ADMIN	30.00
10049042	04/08/2014	Printed		10353	CIVES CORP	BACKHOE LIGHT-WATER	242.30
10049043	04/08/2014	Printed		10411	CLEAN WATERS, INC.	GBT POLYMER-WWTF	3,732.70
10049044	04/08/2014	Printed		9788	COMCAST	CABLE-STREET	64.58
10049045	04/08/2014	Printed		05530	COSTCO COLCHESTER #314	RENEWAL FEE-FIRE	110.00
10049046	04/08/2014	Printed		10631	KAREN COUILLARD	REFUND OF TAX OVERPAYMENT	9.05
10049047	04/08/2014	Printed		0590	CYR LUMBER	BARK MULCH-STREET	756.00
10049048	04/08/2014	Printed		9766	ALBERTA DEUTSCH	MILEAGE REIMB-LIBRARY	72.80
10049049	04/08/2014	Printed		10582	EARTH WATER SPECIALISTS, INC.	EXCAVATION SEMINAR-WTR	300.00
10049050	04/08/2014	Printed		10634	ENVISIONWARE INC	SOFTWARE BUNDLE-LIBRARY	1,500.00
10049051	04/08/2014	Printed		0770	ESSEX JUNCTION SCHOOL DISTRICT	TRANSFER SCHOOL IMPACT FEE	6,926.34
10049052	04/08/2014	Printed		0795	TOWN OF ESSEX	RECORDINGS-PLAN	200.00
10049053	04/08/2014	Printed		0798	HOWARD P. FAIRFIELD, LLC	SUPPLIES-STREET	501.00
10049054	04/08/2014	Printed		10226	G & K SERVICES	SHOPTOWELS-STREET	59.49
10049055	04/08/2014	Printed		0899	GAUTHIER TRUCKING CO., INC	RUBBISH REMOVAL-LH/ST	546.34
10049056	04/08/2014	Printed		10453	GE CAPITAL C.O.RICOH USA	COPIER LEASE-WWTF	207.95
10049057	04/08/2014	Printed		24511	GRAINGER	PVC PARTS&SUPPLIES-WWTF	442.41
10049059	04/08/2014	Printed		10598	GREEN MOUNTAIN POWER CORP #2	ELECTRICITY- VARIOUS	2,246.66
10049061	04/08/2014	Printed		0965	GREEN MOUNTAIN POWER CORP.	ELECTRICITY- VARIOUS	18,563.20
10049062	04/08/2014	Printed		1201	J & B INTERNATIONAL TRUCKS	FREIGHT CHARGES -STREET	454.93
10049063	04/08/2014	Printed		1210	JAMES JUTRAS	MILEAGE/PARKING REIMB-WWTF	166.29
10049064	04/08/2014	Printed		9769	KEMIRA WATER SOLUTIONS	FERROUS CHLORIDE-WWTF	3,542.00
10049065	04/08/2014	Printed		9768	LHS ASSOCIATES INC	BALLOTS-ADMIN	945.00
10049066	04/08/2014	Printed		1353	LIMOGE & SONS GARAGE DOORS INC	FLUSH MOUNT WALL CTRL-FIRE	117.96
10049067	04/08/2014	Printed		13631	LYNN PUBLICATIONS	ADS/POSTINGS-ADMIN&PLAN	195.51
10049068	04/08/2014	Printed		10245	MAILFINANCE	PSTG MTR LEASE-ADMIN	254.91
10049069	04/08/2014	Printed		1483	MCMMASTER-CARR SUPPLY COMPANY	NOZZLES/TOOLS-WWTF	156.08
10049070	04/08/2014	Printed		1000	SUSAN J. MCNAMARA-HILL	COLLEGE COURSE REIMB-ADMIN	150.00
10049071	04/08/2014	Printed		1661	NORTH CENTRAL LABORATORIES	LAB SUPPLIES-WWTF	375.38
10049072	04/08/2014	Printed		9657	OCCUPATIONAL HEALTH CENTERS	RANDOM TESTS-ADMIN	38.50
10049073	04/08/2014	Printed		1755	P & H SENESAC, INC.	POLYMER DEWATERING-WWTF	6,900.00
10049074	04/08/2014	Printed		1789	PIKE INDUSTRIES, INC.	ASPHALT COLD PATCH-ST	933.75
10049075	04/08/2014	Printed		18298	POWERPLAN OIB	BULB & ANTIFREEZE-STREET	55.05
10049076	04/08/2014	Printed		1908	THE RADIO NORTH GROUP, INC.	VEHICLE ANTENNA - STREET	28.00

Check Register Report

BL 4/8/14

Date: 04/03/2014

Time: 4:19 pm

Page: 2

Village of Essex Junction

BANK:

C N	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
Checks							
10049077	04/08/2014	Printed		1955	REYNOLDS & SON, INC.	FIRE EQUIP-FIRE	249.88
10049078	04/08/2014	Printed		10632	GAYLE L ROWELL TRUST	REFUND OF TAX OVERPAYMENT	1,856.00
10049079	04/08/2014	Printed		1994	RUSSELL SUPPLY	SAW REPLACEMENT-WWTF	119.00
10049080	04/08/2014	Printed		9481	SAFETY SYSTEMS OF VERMONT, LLC	FIRE ALARM SERVICE-WWTF	250.00
10049081	04/08/2014	Printed		9924	SHEARER CHEVROLET	BATTERY REPL GMC SIERRA-FIRE	400.17
10049082	04/08/2014	Printed		20732	THE SHERWIN-WILLIAMS CO.	PAINT-FIRE	17.95
10049083	04/08/2014	Printed		21153	SOVERNET COMMUNICATIONS	PH/INTERNET-VARIOUS	276.31
10049084	04/08/2014	Printed		2124	STAPLES ADVANTAGE	OFFICE SUPPLIES-VARIOUS	351.06
10049085	04/08/2014	Printed		2153	SULLIVAN, POWERS & CO.	SINGLE AUDIT -WWTF	2,717.00
10049086	04/08/2014	Printed		2159	SURPASS CHEMICAL CO INC	SODIUM HYPOCHLORITE-WWTF	4,391.12
10049087	04/08/2014	Printed		0545	THE TECH GROUP	8 HP DESKTOPS + MEMORY-LIBRARY	6,260.00
10049088	04/08/2014	Printed		10481	TRUMBULL-NELSON CONST. CO.	WWTF REFURB CONSTRUCT-WWTF	53,852.65
10049089	04/08/2014	Printed		2330	UNIFIRST CORPORATION	OFFICE MATS-LH	40.70
10049090	04/08/2014	Printed		10070	VANASSE HANGEN BRUSTLIN INC	MULTIUSE PATH ENGINEERING-CAP R	38,355.34
10049091	04/08/2014	Printed		23415	VERIZON WIRELESS	CELL PHONE -VARIOUS	409.31
10049093	04/08/2014	Printed		2366	VERMONT GAS SYSTEMS, INC.	NATURAL GAS- VARIOUS	7,942.68
10049094	04/08/2014	Printed		2361	STATE OF VERMONT	PERMIT RENEWAL-STREET	1,767.20
10049095	04/08/2014	Printed		10126	VT COUNCIL ON RURAL DEVELOP	CONTRIBUTION-PLAN	125.00
10049096	04/08/2014	Printed		2385	VT LEAGUE OF CITIES AND TOWNS	WORKSHOP FEE-ADMIN	50.00
10049097	04/08/2014	Printed		2485	WESCO DISTRIBUTION, INC.	BATTERIES-FIRE	41.76
10049098	04/08/2014	Printed		2510	FRANK WHITCOMB CONSTRUCTION	SHU PAC-STREET	107.17
10049099	04/08/2014	Printed		25261	MATTHEW WITTEN	PERFORMANCES-LIB FRIENDS	200.00

Total Checks: 71

Checks Total (excluding void checks):

241,812.30

Total Payments: 71

Bank Total (excluding void checks):

241,812.30

Total Payments: 71

Grand Total (excluding void checks):

241,812.30

Patty Benoit

Subject:

FW: Fireworks Noise Ordinance Request

From: Brian Roy [<mailto:broy@ccsuvt.org>]

Sent: Monday, March 31, 2014 3:54 PM

To: Patty Benoit

Subject: Fireworks Noise Ordinance Request

To: Village Trustees

From: Brian Roy, Essex Junction Recreation and Parks

Dear Village Trustees,

I am writing to request a waiver of Chapter 7, Noise Ordinance of the Village Municipal Code, for July 4th, 2014 at 9:30 PM. The request is to allow the fireworks display at Maple Street Park as part of the annual Fourth of July Celebration event.

Please let me know if you have any questions.

Thanks,

Brian Roy

--

Brian Roy, Assistant Director

Essex Junction Recreation and Parks

"We Create Community through People, Parks, and Programs"

75 Maple Street

Essex Junction, VT 05452

802-878-1375

broy@ccsuvt.org

RECEIVED

APR 03 2014

Village of Essex Junction

**APPLICATION TO HANG STREET BANNERS, GAS LAMP BANNERS OR EVENT
FLAGS IN THE VILLAGE OF ESSEX JUNCTION**

Please Print

Applicant's Name: Patricia Nowlan

Organization: VERMONT QUILT FESTIVAL

Tax Exempt #: 22-2506055 Non-Profit: ☒ Yes ☐ No

Address: 11 PEARL STREET, ESSEX JUNCTION, VT 05452

Phone: 802-872-0034 Email: INFO@VQF.ORG

Application for: Street Banner ☒ Gas Lamp Banners ☐ Event Flags ☐

Message and dimensions: 3.5' X 30' VERMONT QUILT FESTIVAL,
CHAMPLAIN VALLEY EXPOSITION, JUNE 27-29, 2014

Locations you would like the event flags displayed: OVER ROUTE 2A BY POWER DAM BRIDGE

I certify that the above-described banner(s) or event flags have been constructed in
accordance with the specifications noted.

Signed: Patricia H. Nowlan Date: April 3, 2014

Please return completed application to the Manager, Village of Essex Junction, 2
Lincoln Street, Essex Junction, VT 05452.

OFFICE USE ONLY

Insurance Certificate received: ☒ Yes ☐ No
Liability Waiver received: ☒ Yes ☐ No
\$250 fee received: ☒ Yes ☐ No
Application complete: ☒ Yes ☐ No

Waiver signed: Yes ☒ No ☐

Trustees' approval (date): _____

LIABILITY WAIVER

The Village of Essex Junction has agreed to hang a banner(s) or event flags for (print organization name) VERMONT QUILT FESTIVAL, hereinafter known as "Owner."

To the extent permitted by law, the "Owner" agrees to indemnify and hold harmless the Village of Essex Junction and its subsidiaries, its agents, employees or any other persons against loss or expense including attorney's fees, by reason of the liability imposed by law upon the Village except in cases of the Village's sole negligence, for damage because of bodily injury including death at any time resulting therefrom, sustained by any person or persons, or on account of damaged property arising out of the hung banner or in consequence of the performance of hanging the banner, whether such injuries to persons or damage to property are due, or claim to be due, to any passive negligence of the Village employees or agents or any other person.

This indemnification and hold harmless agreement shall be insured by liability insurance naming the Village as an additional insured in the "Owner's" policy, and a certificate of insurance must be provided prior to hanging the banner(s) or event flags.

Event: VERMONT QUILT FESTIVAL

The banner(s)/event flags will be hung from JUNE 2 to JUNE 16
date date

OWNER'S ACKNOWLEDGMENT:

By: Patricia Nowlan

Date: April 3, 2014

VILLAGE OF ESSEX JUNCTION ACKNOWLEDGMENT:

By: _____

Date: _____