



**VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
REGULAR MEETING AGENDA**

2 Lincoln Street  
Essex Junction, VT 05452  
**Tuesday, May 28, 2019**  
**6:30 PM**

E-mail: [manager@essexjunction.org](mailto:manager@essexjunction.org)

[www.essexjunction.org](http://www.essexjunction.org)

Phone: (802) 878-6944

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
  - a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
  - a. Approve the use of Economic Development Funds for Parking
  - b. Discussion regarding special events processes, including fireworks, street closures, parades, etc.
6. **CONSENT ITEMS**
  - a. Approve and sign Proclamation for Arbor Day
  - b. Approval of minutes: May 14, 2019
  - c. Check Warrants #17147—05/17/19
7. **READING FILE**
  - a. Board Member Comments
  - b. Letter of support for Connector Road Phase III from Genesee & Wyoming Railroad
  - c. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
  - a. An executive session is anticipated for negotiating or securing real estate
9. **ADJOURN**

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Certification: 05/24/2019

Date Posted

  
Initials

## **Memorandum**

**To:** Board of Trustees; Evan Teich, Unified Manager  
**From:** Sarah Macy, Finance Director/Assistant Manager  
**Re:** Approve the use of Economic Development Funds for Parking  
**Date:** May 24, 2019

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### **Issue**

The issue is whether the Trustees will approve the use of \$100,000 in Economic Development Funds for parking.

### **Discussion**

On May 14, 2019 the Trustees instructed Village Staff and the Village attorney to develop an Agreement for 33 public parking spaces in a to-be-constructed parking garage in the Village Center. The Agreement, for 10 purchased public vehicle parking spaces and 23 donated public parking spaces, would be brought back to the Trustees for approval and signature by the Village Manager. The Village will pay \$100,000 for the 10 spaces, and provide a letter on Village letterhead to the property owner stating that the 23 donated public parking spaces have a value of \$460,000, and are for the exclusive use by the Village of Essex Junction for public parking.

The intention is to use the Economic Development Fund to finance the \$100,000 payment. The Economic Development Fund was established at annual meeting 2016 where the voters approved adding one cent to the tax rate to establish a fund for Village capital improvement projects designated by Village Trustees. The tax rate will be reconsidered by the voters at the annual meeting 2021. The current balance in the Fund is \$324,404.

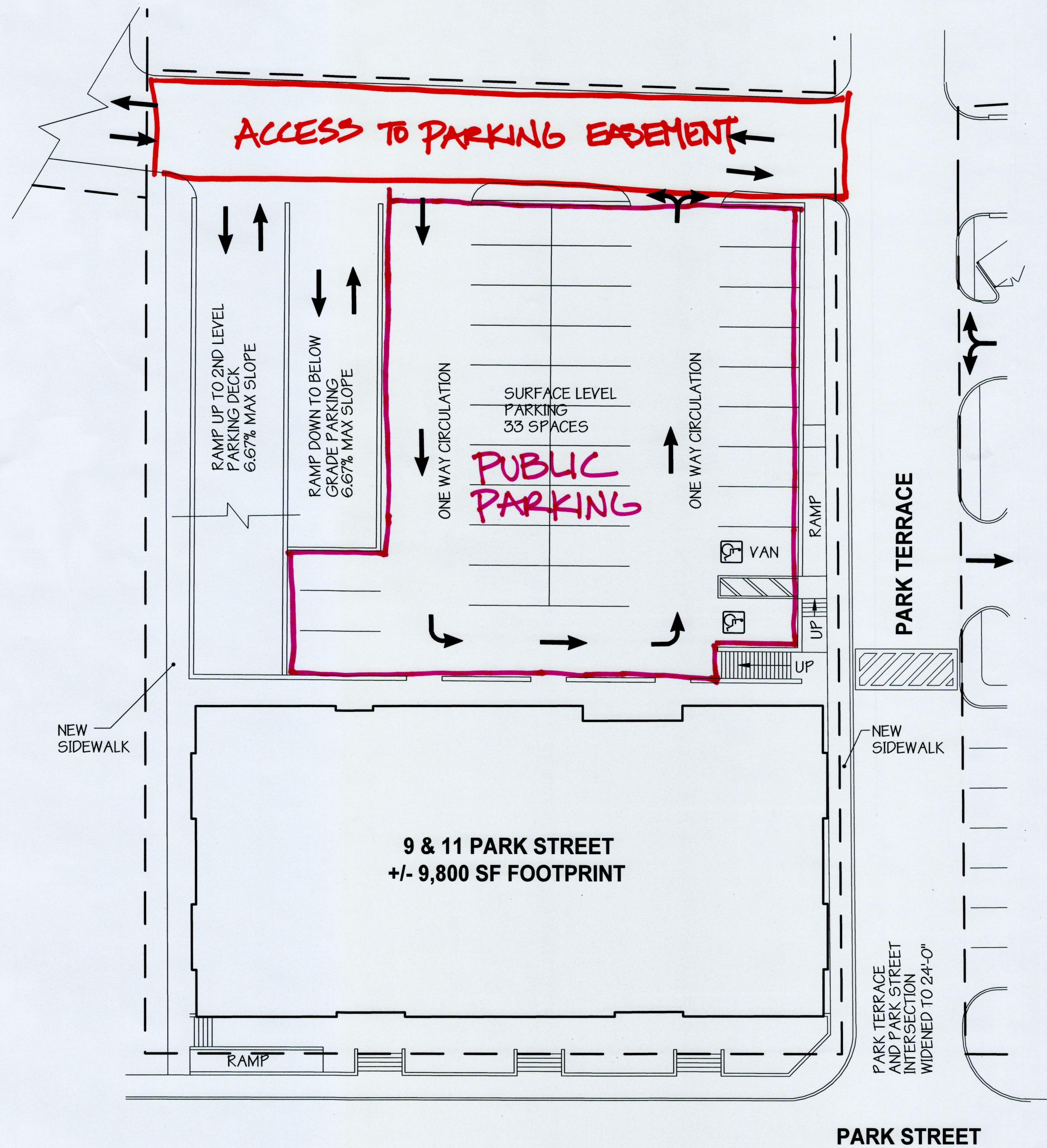
This is also subject to the project being approved by the planning commission.

### **Cost**

\$100,000

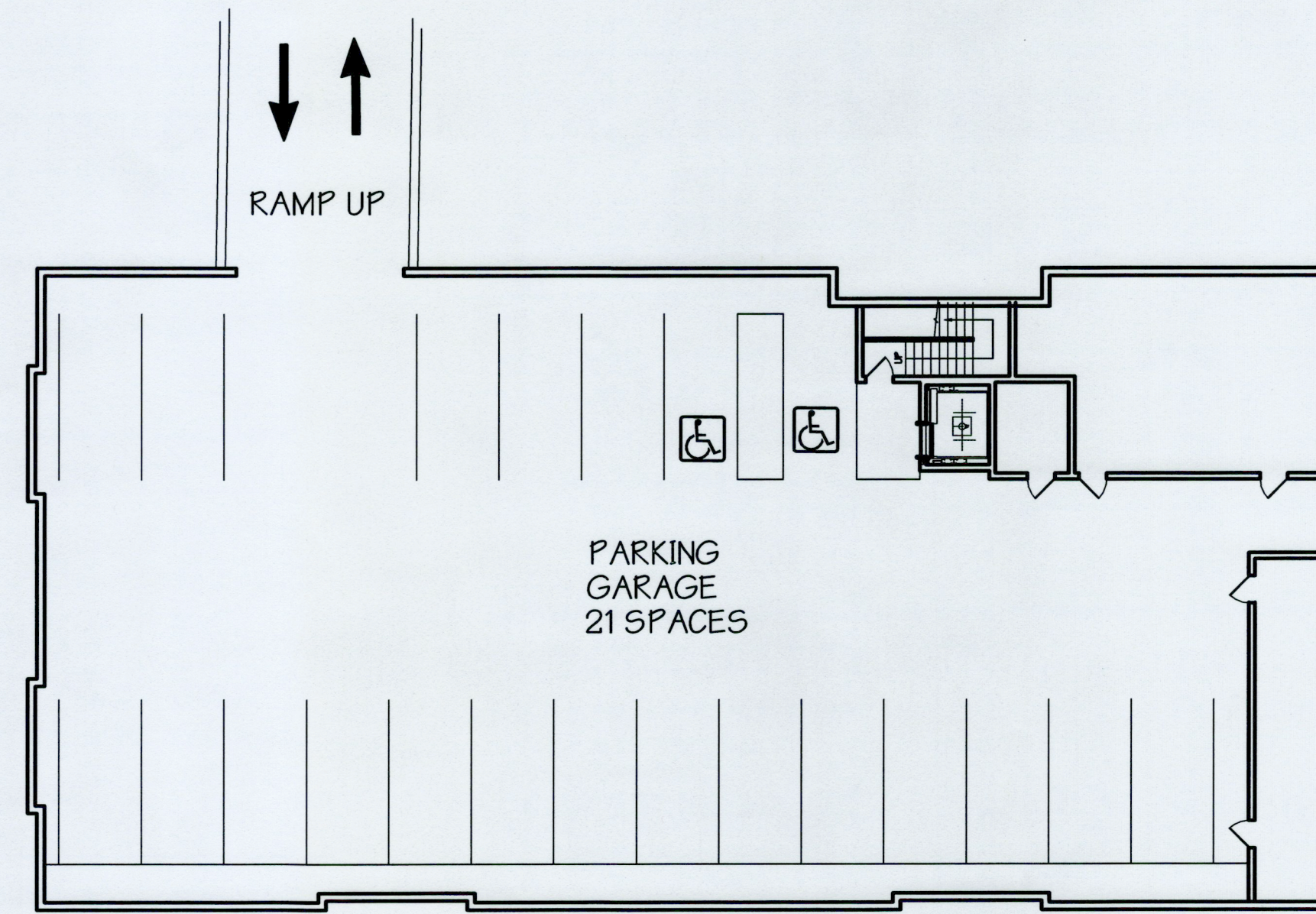
### **Recommendation**

It is recommended that the Trustees approve the use of \$100,000 from the Economic Development Fund.



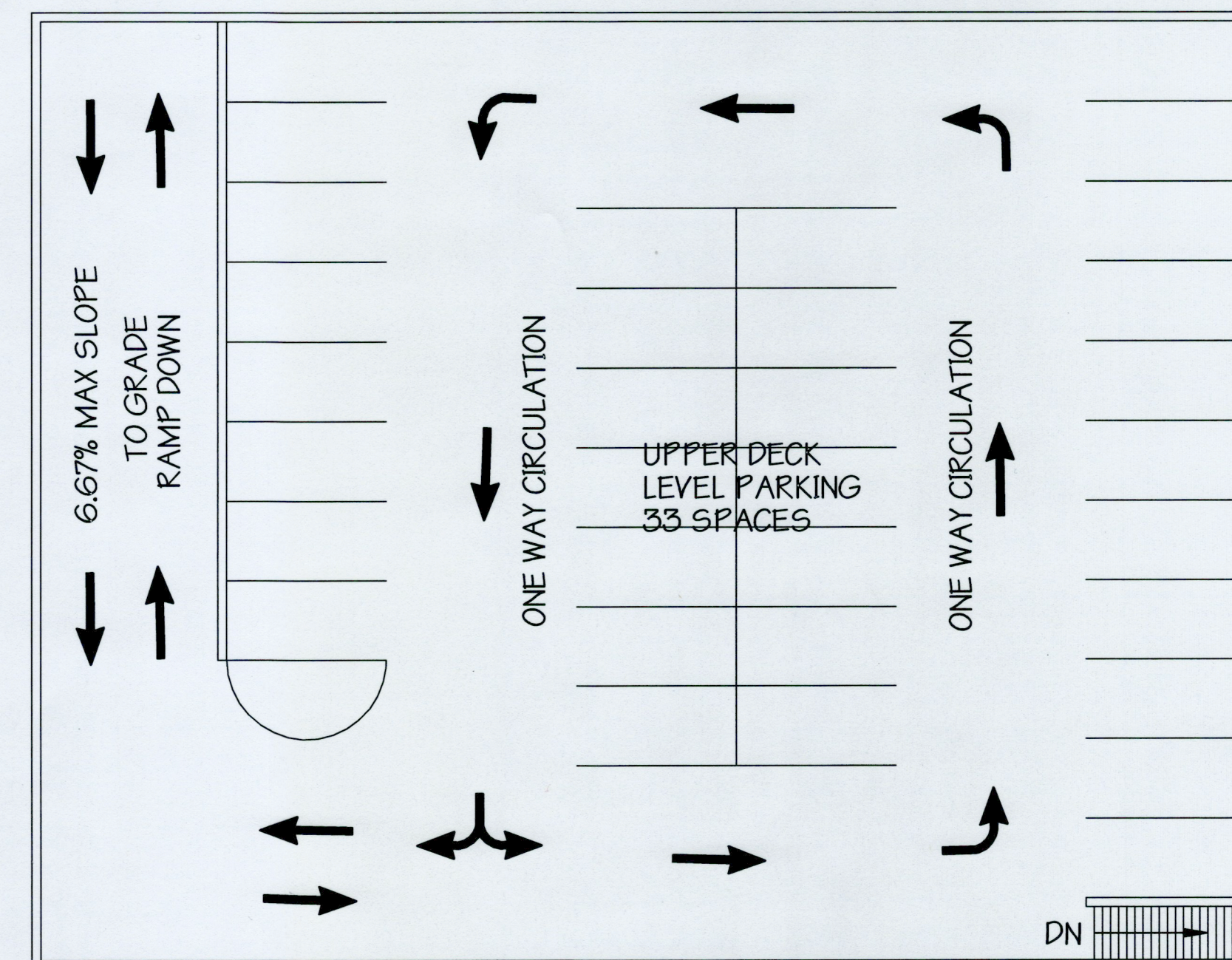
**9 & 11 PARK STREET - SURFACE PARKING PLAN**

SCALE: 1/16" = 1'-0"



**9 & 11 PARK STREET - LOWER LEVEL PARKING PLAN**

SCALE: 1/16" = 1'-0"



**9 & 11 PARK STREET - UPPER DECK PARKING PLAN**

SCALE: 1/16" = 1'-0"

DATE:	03/11/2019
REVISIONS:	
9811 PARK STREET AND 4 PEARL SITE PLAN DEVELOPED	

SKETCH SITE PLAN	VERMONT
9 & 11 PARK STREET	ESSEX JUNCTION

550 Willsburg Road  
Suite 101  
South Burlington, VT 05403  
802.883.0222  
Rabideau Architects.com

PROJECT #	1607
SHEET NUMBER	SKP2
	12/18/2018

services. The intention is to identify and eliminate duplication of services by the village and town and increase efficiencies. The governing bodies are informed of the dollar value of savings and move toward a more equitable tax structure. George Tyler pointed out the town outside the village pays a highway tax which has been decreased and the savings moved into the general fund to the benefit of all the citizens of the town and village.

CALL THE QUESTION by Diane Fuchs, SECOND by Chuck Barry.

VOTING on call the question: majority of ayes; motion carried. Discussion ceased.

VOTING ON ARTICLE 2: majority of ayes; motion carried. Article 2 is adopted.

ARTICLE 3: Shall the voters approve adding one (1) cent to the tax rate to establish a fund for village capital improvement projects designated by the Village Trustees?

MOTION by Tim Jerman, SECOND by Mary Jo Engel, to approve Article 3 as read.

DISCUSSION: Village President George Tyler explained one cent on the tax rate will raise \$109,000 each year. The money will be used to make public improvements in the village center such as pocket parks or benches when the opportunity arises. Any expenditure would be discussed at a Trustees meeting and public comment would be gathered.

*PUBLIC COMMENTS*

- George Dunbar, III, expressed concern about the proposed fund, noting the Land Development Code already empowers the village to require developers to do improvements and if the fund is used to purchase real estate the discussion of such purchase could be in Executive Session so there would be no public input.

AMENDMENT by George Dunbar, III, SECOND by Alison Wermer, to add the following wording to Article 3 to read: "Shall the voters approve adding one (1) cent to the tax rate to establish a fund for village capital improvement projects designated by the Village Trustees with a cap of \$250,000 and expenditures from which are at the request of voters at the annual meeting or a special meeting called for that purpose."

DISCUSSION OF AMENDMENT: The following comments were made:

- Tim Jerman, Sycamore Lane, spoke against the amendment because the Trustees have the best interest of the village downtown in mind and need to have the ability to act when opportunity comes up.
- Carl Wermer, Lincoln Street, mentioned the cost and burden to call a special meeting. Trustee Sopchak said the cost is thousands of dollars to warn and organize a special meeting.
- Trustee Sopchak stated one of the many purposes of the fund is to have the nimbleness and ability to help local businesses

in the village with a revolving loan or a small grant for façade improvements or other beautification activities, for example. A public hearing would be held on how to use the funds. A cap on the fund would limit opportunity for the village to be part of a large grant that required a local match.

- Greg Morgan, Grove Street, compared the concept of the proposed one cent fund to the rolling stock fund that avoids having to bond for purchases and gives the village some flexibility. Mr. Morgan noted the Economic Development Committee in the town often cannot act because the town does not have the resources. Mr. Morgan supported the concept of the fund provided there is public process.
- Darryl Stultz, Seneca Ave., spoke in support of having a cap on the fund and asked how long the taxpayers would pay into the fund if there is not a cap. George Tyler said without a cap the fund would continue to accrue or could be spent each year. The Trustees would review the fund each year.
- A gentleman in the audience asked about discussion in Executive Session per state statute. Elaine Sopchak explained state law is strict on what can be discussed in Executive Session.

CALL THE QUESTION by Chuck Barry, SECOND by Dorothy Bergendahl. VOTING on call the question: unanimous; motion carried. Debate ceased.

VOTING ON AMENDMENT (cap of \$250,000): majority of nays; motion does not carry. The amendment fails.

CONTINUED DISCUSSION (on original wording of Article 3): The following comments were made:

- Molly Dillon, Jackson Street, asked how other places, such as St. Albans, supported the fund. Elaine Sopchak said St. Albans established a special tax district (TIF) and worked with the state and developers.
- Alison Wermer, Lincoln Street, suggested putting a sunset on the fund of five years and discussing continuation at that time.

AMENDMENT by Alison Wermer, SECOND by Darryl Stultz, to add wording to Article 3 to read: "Shall the voters approve adding one (1) cent to the tax rate to establish a fund for village capital improvement projects designated by the Village Trustees and such tax rate to be reconsidered by the voters at the annual meeting in 2021?"

DISCUSSION OF AMENDMENT: The following comments were made:

- Brad Luck, Main Street, asked if the article will be before the voters each year. Moderator Eustis said as currently worded the article will not be before the voters again.

- George Dunbar, III, spoke of following the same process for the fund that is followed with the Rolling Stock Fund and the Capital Improvement Fund in that the Trustees discuss the project and transfer money into the fund. Village President Tyler pointed out the Trustees borrowed the one cent fund concept from the town which has two cents on the tax rate for capital projects. The Trustees felt one cent was reasonable and not overly burden the taxpayers. George Dunbar stressed the need to set priorities for use of the money. There are already various funds established.
- Jeffrey Thompson, Rosewood Lane, asked the impact of one cent on the tax rate. George Tyler said the impact is \$28 per household. One cent raises \$109,000.
- Aaron Smith, Main Street, asked who will own and maintain items such as pocket parks. George Tyler said that will be determined by the circumstance. Pocket parks may be the responsibility of the village. The village can require developers to do a lot, but there is a limit. The fund can provide an incentive.

CALL THE QUESTION by Tim Jerman, SECOND by Chuck Barry. VOTING on call the question: unanimous; motion carried. Debate ceased.

VOTING ON AMENDMENT (five year sunset/review): majority of ayes; motion carried. The amendment is adopted.

CONTINUED DISCUSSION on Article 3 as amended: There were no further comments.

VOTING ON ARTICLE 3 as amended (five year sunset/review): unanimous; motion carried. Article 3 as amended is adopted.

ARTICLE 4: Shall the voters approve holding the 2017 Annual Meeting on Wednesday, April 5, 2017 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 11, 2017 to vote for the village officers and transact any business involving voting by Australian ballot?  
MOTION by Chuck Barry, SECOND by Tim Jerman, to approve Article 4 as read.

DISCUSSION: None.

VOTING ON ARTICLE 4: unanimous; motion carried. Article 4 is adopted.

ARTICLE 5: To transact any other business that may lawfully come before the meeting.

#### *Brownell Library Foundation*

Dorothy Bergendahl announced donation to the Brownell Library Foundation from Hannaford's for every purchase of a blue reuse grocery bag. All were urged to purchase a blue reuse bag.

## **MEMORANDUM**

**TO:** Village Trustees and Unified Manager

**FROM:** Rick P. Garey, Chief of Police

**DATE:** May 24, 2019

**RE:** Development of a new policy & permit process for Special Events

### **ISSUE:**

Each year we are receiving more and more special events request. Our municipal departments are finding it harder to process, track and coordinate these request that are often placing an increased burden on municipal departments and resources. The police department is seeing increased complaints from citizen about these special events and how they impact the community. I would like recommend the development of a new policy & procedure for how special events are reviewed, funded, approved and publicized.

### **DISCUSSION:**

I envision a policy that will regulate the request, funding, approval and notification of special events. At this time I believe that "Special Events" could include things like parades, street closures, street events (5k runs, block parties), fireworks, music events (amplified) and other identified events that either affect municipal resources or that may impact the community by traffic, noise, public safety, crime, etc. The policy should at least include; what events are allowed, an application review process that include things like department review & paperwork, an approval process (department, trustees), fees, permit conditions (sound monitoring, traffic control) and possibly an appeal process

**COSTS:** None - staff project

### **RECOMMENDATION:**

It is recommended that the Unified Manager set up a working committee to develop a Special Events permitting policy and process for review and consideration of the Village Trustees and public feedback.



TO: Village Trustees and Evan Teich, Unified Manager  
FROM: Nick Meyer, Chair of the Tree Advisory Committee  
DATE: May 28, 2019  
RE: Arbor Day Proclamation

### **Issue**

The issue is whether or not the Trustees should issue a proclamation declaring May 2, 2019 Arbor Day in the Village of Essex Junction.

### **Discussion**

In order to maintain the Village's status as a Tree City USA, an official Arbor Day proclamation must be signed each year. This year, the Village Tree Advisory Committee celebrated Arbor Day by planting a tree at Fleming School.

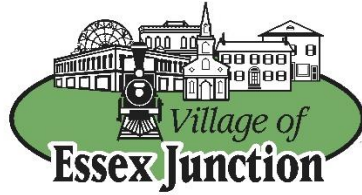
### **Cost**

None.

### **Recommendation**

It is recommended that the Trustees sign the proclamation declaring May 2, 2019 Arbor Day in the Village of Essex Junction.





## PROCLAMATION

**WHEREAS**, the Board of Trustees is the governing body of the Village of Essex Junction;

and

**Whereas**, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees;

and

**Whereas**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska;

and

**Whereas**, Arbor Day is now observed throughout the nation and the world,

and

**Whereas**, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air; produce life-giving oxygen, and provide habitat for wildlife;

and

**Whereas**, trees in our Village increase property values, enhance the economic vitality of business areas, and beautify our community,

and

**Whereas**, trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW, THEREFORE**, we hereby proclaim May 2, 2019 as

**Arbor Day in the Village of Essex Junction.**

### VILLAGE OF ESSEX JUNCTION BOARD OF TRUSTEES

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Andrew Brown, Village President

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George Tyler, Vice President

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Raj Chawla, Trustee

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Amber Thibeault, Trustee

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Daniel S. Kerin, Trustee



**VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
REGULAR MEETING AGENDA**

2 Lincoln Street  
Essex Junction, VT 05452  
**Tuesday, May 14, 2019**  
**6:30 PM**


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3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
  - a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
  - a. Discuss whether to consider initiating proceedings and a petition pursuant to 19 V.S.A Chapter 7 to lay out a road to be named Railroad Street and to be located beginning at a point on Park Street approximately 875 feet south of the 5 Corners intersection, then extending north along Park Street to the New England Central Railroad (NECR) Burlington branch; along the east side of NECR's Burlington branch and crossing NECR's main line; continuing north across Maple Street; and then along the existing alignment of Railroad Street to the intersection of Main Street
  - b. Discuss Planning Commission vacancies
6. **CONSENT ITEMS**
  - a. Approve Street Vending Permit for Mr. Ding-A-Ling Ice Cream Truck
  - b. Approve transfer of easement to Handy's Hotels & Rentals LLC for Senior building beside Park Street School
  - c. Approve FYE20 Lincoln Hall lease for Essex CHIPS
  - d. Approve Vermont Air Testing Services for monitored events at Champlain Valley Exposition
  - e. Approve Manager's Annual Appointments
  - f. Appoint representatives and alternates to Chittenden County Regional Planning Commission's Board of Directors, Clean Water Advisory Committee, and Transportation Advisory Committee
  - g. Approval of minutes: April 23, 2019
  - h. Check Warrants #17144—04/29/19; #17145—05/03/19; #17146—05/10/19;
7. **READING FILE**
  - a. Board Member Comments
  - b. Champlain Valley Exposition List of 2019 Waived/Monitored Events
  - c. Green Up Day summary and public relations
  - d. Memo re: Village roads to be paved in 2019
  - e. VLCT Spring Planning and Zoning Forum
  - f. Upcoming meeting schedule
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  - a. An executive session is not anticipated
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Certification: \_\_\_\_\_ 05/10/2019 

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
May 14, 2019**

**TRUSTEES PRESENT:** Andrew Brown, George Tyler, Dan Kerin, Raj Chawla, Amber Thibeault  
**ADMINISTRATION:** Evan Teich, Unified Manager; Sarah Macy, Finance Director/ Assistant  
Manager; Greg Duggan, Deputy Manager; Robin Pierce, Community  
Development Director  
**OTHERS PRESENT:** Jeffrey Kershner, Village Engineer; Claudine Safar, Village Attorney; Irene  
Wrenner

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

Andrew Brown called the meeting to order at 6:32 PM and led the assemblage in the Pledge of Allegiance.

2. **AGENDA ADDITIONS/ CHANGES**

Mr. Tyler added item 8a to the agenda, for the Trustees to enter executive session to discuss a real estate matter, and item 5c, to act on the real estate matter if needed.

3. **APPROVE AGENDA**

**GEORGE TYLER made a motion, and DAN KERIN seconded, that the Trustees approve the agenda as described. VOTING: unanimous (5-0); motion carried.**

4. **PUBLIC TO BE HEARD**

**a. Comments from public on items not on the agenda.**

There were no comments from the public.

5. **BUSINESS ITEMS**

**a. Discuss whether to consider initiating proceedings and a petition pursuant to 19 V.S.A Chapter 7 to lay out a road to be named Railroad Street and to be located beginning at a point on Park Street approximately 875 feet south of the 5 Corners intersection, then extending north along Park Street to the New England Central Railroad (NECR) Burlington branch; along the east side of NECR's Burlington branch and crossing NECR's main line; continuing north across Maple Street; and then along the existing alignment of Railroad Street to the intersection of Main Street.**

Mr. Teich introduced the issue of initiating proceedings and a petition pursuant to 19 V.S.A Chapter 7 as a step in the process of constructing part of the Crescent Connector in the Village of Essex Junction. To complete the Crescent Connector project, the Village needs to obtain land within the scope of the project. It has become clear that condemnation proceedings will be necessary to acquire some of the land for the project. He explained that the first step on initiating these proceedings, and a petition pursuant to 19 V.S.A Chapter 7, is for the Essex Junction Board of Trustees to discuss the issue and vote on whether to proceed.

Mr. Brown and Mr. Tyler stressed the importance of moving forward with the Crescent Connector, which is a longstanding strategy initiated as part of the Circ. Alternative study many years ago. The project was identified as a state priority, designed to alleviate traffic congestion and increase safety for pedestrians and bicyclists. They discussed the deep financial challenges that would lie ahead if they do not move forward with the project, pointing out that all phases are being reimbursed by the state of Vermont with the assumption that it will be completed.

Mr. Chawla and Ms. Thibeault asked about the condemnation proceedings and petition timeframe as well as the process that led up to this. Mr. Pierce explained that the first part of this project was to secure easements from abutting property owners and this included an appraisal process. During this phase, 15 property owners signed off on easements but two industrial properties rejected them. He said that the rejected easements would affect a very small portion of the landowners' properties, using land that is already being used for vehicle parking. The easements would make an access driveway into a road. The rejection of these easements initiated the process of acting against these properties as identified in 19 V.S.A Chapter 7. Once the property for the Crescent Connector project is secured, the first phase of construction, installing railroad crossings, is scheduled for this construction season, and the rest of the Railroad Street project is scheduled for next year.

**GEORGE TYLER made a motion, and AMBER THIBEAULT seconded, that the Trustees initiate proceedings and a petition pursuant to 19 V.S.A Chapter 7 to lay out a road to be named Railroad Street and to be located beginning at a point on Park Street approximately 875 feet south of the 5 Corners intersection, then extending north along Park Street to the New England Central Railroad (NECR) Burlington branch; along the east side of NECR's Burlington branch and crossing NECR's main line; continuing north across Maple Street; and then along the existing alignment of Railroad Street to the intersection of Main Street. VOTING: unanimous (5-0); motion carried.**

Mr. Teich assured the Trustees, with the passing of this motion, that staff will follow all state statutes in this process.

**a. Discuss Planning Commission vacancies**

Mr. Teich explained that the Planning Commission's design code states there should be 7 members on the Commission, but currently there are 5. He asked if the Trustees would like the Planning Commission to continue to be comprised of 7 or approve a change so the full commission would be 5. Mr. Teich pointed out that the two vacancies have been posted on Front Porch Forum and the Village website with no interest shown.

Mr. Kerin said that when he was on the Planning Commission it was designed to be 5 members, which worked well for efficiency and finding a quorum. Ms. Thibeault said that the number of people on the commission had been 6, while she served, with one vacancy for some time. She found this configuration to work but suggested keeping the number at 7 for a few more months to see if any people show interest.

Mr. Chawla and Mr. Kerin discussed how experience, diversity and people's backgrounds play on the Planning Commission. Mr. Kerin and Mr. Tyler talked about the challenges faced by the Commission when community members get confused by the code and attend meetings to try to make changes on a project, when decisions have already been made and cannot be reversed. Mr. Teich and Mr. Tyler considered the role of advisory committees to engage people from the Town Outside the Village, but clarified that the Planning Commission is written into the Village Charter.

Mr. Teich will run the postings for the Planning Commission for another 60 days then revisit the issue with the Trustees. Each of the Village Trustees agreed to reach out directly to at least one individual who may be a good fit for the role.

**b. Take action on the real estate matter, if needed as per executive session item 8a.**

After the executive session, the Trustees reconvened to take action on a real estate matter.

**GEORGE TYLER moved, and DAN KERIN seconded, that the Trustees instruct Village Staff and the Village attorney to develop an Agreement for 33 public parking spaces, to be constructed in a parking garage in the Village Center, for Trustee approval and signature by the Village Manager for the purchase of 10 public vehicle parking spaces for which the Village will pay \$100,000 plus a letter on Village letterhead to the property owner stating that the donated 23 public parking spaces that have a value of \$460,000 for the exclusive use by the Village of Essex Junction for public parking.**

The Trustees discussed the source of funds for this arrangement, with the intention of using the economic development fund and having it be warned at a future meeting.

**6. CONSENT ITEMS**

**DAN KERIN made a motion, seconded by RAJ CHAWLA to approve the consent agenda, with Trustee comments:**

- a. Approve Street Vending Permit for Mr. Ding-A-Ling Ice Cream Truck

**Approval of Mr. Ding-A-Ling Ice Cream to make neighborhood ice cream sales.**

- b. Approve transfer of easement to Handy's Hotels & Rentals LLC for Senior building beside Park Street School

**Approval of the Electrical Easement to Green Mountain Power to the proposed Senior Building in exchange for the proposed Senior Building owner doing work on Village property to increase public parking, realign an existing path and relocate an existing light fixture.**

- c. Approve FYE20 Lincoln Hall lease for Essex CHIPS

**Approval of the FYE20 Lincoln Hall lease for Essex Chips.**

- d. Approve Vermont Air Testing Services for monitored events at Champlain Valley Exposition

**Approval of continuing with Vermont Air Testing Services for monitored events at CVE.**

- e. Approve Manager's Annual Appointments

**Approval of the Manager's annual appointments for the period July 1, 2019 to June 30, 2020:**

- **Susan McNamara-Hill—Village Treasurer/Tax Collector and Village Clerk**
- **Claudine Safar—Village Attorney**
- **Chris Gaboriault—Village Fire Chief**
- **Hamlin Consulting Engineers—Village Engineering Consultant**

**Mr. Teich commended the individuals that are on the list for jobs well done. He pointed out that each are being re-appointed.**

- f. Appoint representatives and alternates to Chittenden County Regional Planning Commission's Board of Directors, Clean Water Advisory Committee, and Transportation Advisory Committee

**Approval of the following reappointments for two-year terms commencing on July 1, 2019 and ending on June 30, 2021:**

- **CCRPC Board of Directors Representative Dan Kerin**
- **CCRCP Board of Directors Alternate Rep Andrew Brown**
- **CCRPC CWAC Representative Chelsea Mandigo**
- **CCRPC CWAC Alternate Rep James Jutras**
- **CCRPC TAC Representative Robin Pierce**

- g. Approval of minutes: April 23, 2019

- h. Check Warrants #17144—04/29/19; #17145—05/03/19; #17146—05/10/19; **VOTING: unanimous (5-0); motion carried.**

Jeffrey Kershner, the president of Hamilton Consulting thanked the Trustees for reappointing Hamlin Consulting Engineers as the Village's Engineering Consultant for another year and talked about his dedication to working for Essex, his hometown.

7. **READING FILE**

a. Board Member Comments

- Mr. Tyler updated the Trustees on the Governance Committee's plan to contract a person/firm to conduct a series of focus groups with community members on consolidation. This strategy is based on feedback that the original bid's project was too complicated.
- Mr. Brown shared some results of a survey conducted by the Burlington Chamber of Commerce's Young Professionals group, showing that Essex did not make the top ten places to live for 25-30 year olds. However, he explained, actual population growth records of people in this age bracket are higher in Essex than other towns in the area. Mr. Teich and Mr. Chawla discussed the importance of the district telling a better story about Essex and highlight what it offers.
- Mr. Teich shared some Unified Manager notes:
  - Blodgett Oven Company will bring another division to Essex, which will add 20-90 new jobs. Their facility will be built on Saxon Hill. Essex was chosen based on a competitive selection process, from a pool of regions in other parts of the country.
  - The #4 Green Mountain Transit (GMT) bus route will continue, despite concerns that it would change, and that the #2 bus has GMT's highest ridership.
  - The generous donation of 165 acres of land from the Unsworth family to Essex, which abuts Indian Brook and is significant to the conservation of animals, waterways and plants, was recognized on the house floor in Montpelier on May 14<sup>th</sup>, 2019 with a resolution read by Representative Marybeth Redmond.

- b. Champlain Valley Exposition List of 2019 Waived/Monitored Events
- c. Green Up Day summary and public relations
- d. Memo re: Village roads to be paved in 2019
- e. VLCT Spring Planning and Zoning Forum
- f. Upcoming meeting schedule

8. **EXECUTIVE SESSION**

- a. Enter into executive session to discuss a real estate matter

**ANDREW BROWN moved, and GEORGE TYLER seconded, to enter into executive session to discuss a real estate matter in accordance with 1 V.S.A. Section 313 (a) (2) and to include the Unified Manager, Assistant Manager and Community Development Director. VOTING: unanimous (5-0); motion carried at 7:11 P.M.**

The Trustees reconvened to take action on the real estate matter, as noted under 5c.

**ADJOURN**

**DAN KERIN moved, and RAJ CHAWLA seconded, to adjourn the meeting. Voting: unanimous (5-0); motion carried at 7:35 P.M.**

Respectfully Submitted,  
Cathy Ainsworth

05/17/19  
04:56 pm

Town of Essex / Village of EJ Accounts Payable  
Check Warrant Report # 17147 Current Prior Next FY Invoices For Fund (GENERAL FUND)  
For Check Acct 01 (GENERAL FUND) All check #s 05/17/19 To 05/17/19 & Fund 2

Page 1 of 5  
HPackard

Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
05290	04/01/19	ADVANCE AUTO PARTS ST-FLUIDS 909137348	210-43110.626 GAS,GREASE AND OIL	101.18	22886	05/17/19
20440	05/10/19	AINSWORTH CATHY L TR/SB-SB & JOINT MTG 5-6- 26	210-41320.530 COMMUNICATIONS	57.75	22887	05/17/19
25345	05/15/19	ALA MEMBERSHIP BF membership 0087808 5/19	210-49345.000 LIBRARY DONATION EXPENDIT	175.00	22888	05/17/19
42665	05/15/19	AMAZON/SYNCB EJRP Supplies 0432266 419	210-45110.340 COMPUTER EXPENSES	247.98	22891	05/17/19
42665	05/15/19	AMAZON/SYNCB EJRP Supplies 0432266 419	210-45110.610 SUPPLIES	35.95	22891	05/17/19
V9976	05/05/19	AVONDA AIR SYSTEMS, INC BL building maint 6949	210-45551.434 MAINT. BUILDINGS/GROUNDS	1080.00	22894	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-41320.210 HEALTH INS & OTHER BENEFIT	5273.96	22897	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-43110.210 HEALTH INS & OTHER BENEFIT	4219.18	22897	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-43151.210 HEALTH INS & OTHER BENEFIT	711.12	22897	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-45551.210 HEALTH INS & OTHER BENEFIT	6018.46	22897	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-41970.210 HEALTH INS & OTHER BENEFIT	1251.24	22897	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-45110.210 HEALTH INS & OTHER BENEFIT	6525.21	22897	05/17/19
02005	05/01/19	BCBSVT VA June health ins 089378657	210-45220.210 HEALTH INS & OTHER BENEFIT	1207.45	22897	05/17/19
00530	04/26/19	BRODART CO BL book B5612695	210-45551.640 ADULT COLLECTION-PRINT &	15.09	22901	05/17/19
00530	04/26/19	BRODART CO BL book B5612695	210-45551.610 SUPPLIES	0.80	22901	05/17/19
00530	04/29/19	BRODART CO BL book B5614022	210-45551.640 ADULT COLLECTION-PRINT &	184.32	22901	05/17/19
00530	04/29/19	BRODART CO BL book B5614022	210-45551.610 SUPPLIES	0.80	22901	05/17/19
00530	04/29/19	BRODART CO BF books B5614397	210-49345.000 LIBRARY DONATION EXPENDIT	32.37	22901	05/17/19
00530	04/30/19	BRODART CO BL books B5615402	210-49346.002 JUVEN COLLECTION-PRNT & E	67.95	22901	05/17/19
00530	04/30/19	BRODART CO BF books B5615463	210-49345.000 LIBRARY DONATION EXPENDIT	30.76	22901	05/17/19
00530	04/30/19	BRODART CO BL books B5615717	210-45551.641 JUVEN COLLECTION-PRNT & E	311.44	22901	05/17/19
00530	04/30/19	BRODART CO BL books B5615717	210-45551.610 SUPPLIES	24.00	22901	05/17/19
00530	04/30/19	BRODART CO BL book B5615731	210-45551.641 JUVEN COLLECTION-PRNT & E	10.25	22901	05/17/19
00530	04/30/19	BRODART CO BL book B5615731	210-45551.610 SUPPLIES	0.80	22901	05/17/19
00530	05/01/19	BRODART CO BF book B5617176	210-49345.000 LIBRARY DONATION EXPENDIT	16.45	22901	05/17/19

05/17/19  
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Town of Essex / Village of EJ Accounts Payable  
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
00530	05/01/19	BL book B5617268	210-45551.641 JUVEN COLLECTION-PRNT & E	8.89	22901	05/17/19
00530	05/01/19	BL book B5617268	210-45551.610 SUPPLIES	0.80	22901	05/17/19
00530	05/03/19	BL books B5620026	210-49346.001 ADULT COLLECTION-PRINT &	265.11	22901	05/17/19
26395	03/28/19	CD-COMPR PLAN UPDTS MARCH 1903123	210-41970.330 OTHER PROFESSIONAL SVCS	2275.00	22905	05/17/19
21210	05/01/19	ST-WATER COOLER AGREEMNT 9050208444	210-43110.610 SUPPLIES	50.00	22907	05/17/19
38280	04/30/19	Maint Cooler 043019D1	210-45220.610 SUPPLIES	15.00	22911	05/17/19
35360	04/05/19	ST-BARK MULCH 040519D	210-43110.616 GRAVEL, TOPSOIL	252.00	22912	05/17/19
25715	05/07/19	ST-ENGINEERING 05071918808	210-43110.576 ENGINEERING SERVICES	142.00	22914	05/17/19
25715	05/07/19	ST-ENGINEERING 05071918811	210-43110.576 ENGINEERING SERVICES	194.82	22914	05/17/19
25715	05/07/19	ST-ENGINEERING 05071919810	210-43110.576 ENGINEERING SERVICES	1078.91	22914	05/17/19
19410	04/30/19	ST-TRAFFIC SIGNALS 6118201808	210-43123.570 TRAFFIC LIGHTS MAINTENANC	480.00	22917	05/17/19
23215	04/24/19	Field Rolling Rental 10708073	210-45220.442 EQUIPMENT RENTAL	367.20	22920	05/17/19
23215	05/11/19	Boom Lift-Tree Lights 10708844	210-45220.442 EQUIPMENT RENTAL	1271.87	22920	05/17/19
05020	04/30/19	Water EJRP Main Bldgs 200937531	210-45220.410 WATER & SEWER CHARGES	684.81	22922	05/17/19
05020	04/30/19	Water EJRP Maint Bldg 200937551	210-45220.410 WATER & SEWER CHARGES	46.03	22922	05/17/19
05020	04/30/19	Water Cascade Park 200957051	210-45220.410 WATER & SEWER CHARGES	25.03	22922	05/17/19
38955	04/26/19	ST-ADPT PVC 62866075	210-43110.432 VEHICLE MAINTENANCE	13.77	22924	05/17/19
19005	05/01/19	VA-PHONE/INTERNET 5216658	210-41320.535 TELEPHONE SERVICES	139.39	22926	05/17/19
19005	05/01/19	VA-PHONE/INTERNET 5216658	210-41940.535 TELEPHONE SERVICES	41.16	22926	05/17/19
19005	05/01/19	VA-PHONE/INTERNET 5216658	210-41970.535 TELEPHONE SERVICES	30.52	22926	05/17/19
19005	05/01/19	VA-PHONE/INTERNET 5216658	210-41320.530 COMMUNICATIONS	34.95	22926	05/17/19
10705	05/08/19	ST-TREES 29047	210-43161.003 Tree Advisory Committee	1224.00	22929	05/17/19
04035	05/07/19	Mower Parts 60229	210-45220.626 GAS, GREASE & OIL	54.76	22932	05/17/19
14910	04/30/19	BF youth programs RG0419	210-49345.000 LIBRARY DONATION EXPENDIT	150.00	22936	05/17/19
33495	04/30/19	BL books 39915317	210-45551.640 ADULT COLLECTION-PRINT &	63.81	22939	05/17/19



Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
25625	LOWE'S - 1080	05/02/19 EJRP Supplies 050219D	210-45220.330 OTHER PROFESSIONAL SVCS	68.14	22944	05/17/19
V10130	LOWE'S BUSINESS ACCOUNT	04/11/19 ST-BATTERIES 01639B	210-43110.610 SUPPLIES	74.16	22945	05/17/19
V10130	LOWE'S BUSINESS ACCOUNT	04/26/19 ST-TRASH BAGS 02248E	210-43110.610 SUPPLIES	12.34	22945	05/17/19
V10130	LOWE'S BUSINESS ACCOUNT	04/12/19 ST-POST 02884D	210-43125.610 WINTER MAINTENANCE	76.90	22945	05/17/19
V10130	LOWE'S BUSINESS ACCOUNT	05/01/19 ST-BRUSH 14138F	210-43110.610 SUPPLIES	5.69	22945	05/17/19
07635	O'ROURKE MEDIA GROUP	04/11/19 CD-PLANG COMM 4-18 MEETNG 127787	210-41970.550 PRINTING AND ADVERTISING	108.00	22950	05/17/19
07635	O'ROURKE MEDIA GROUP	04/25/19 CD-PLANG COMM AD 5-23 MTG 127889	210-41970.550 PRINTING AND ADVERTISING	168.75	22950	05/17/19
07635	O'ROURKE MEDIA GROUP	04/25/19 CD-PLANG COMM AD 5-16 MTG 127893	210-41970.550 PRINTING AND ADVERTISING	168.75	22950	05/17/19
V10729	OVERDRIVE INC	05/06/19 BL books 19086516	210-45551.640 ADULT COLLECTION-PRINT &	286.94	22951	05/17/19
23420	P & P SEPTIC SERVICE INC.	05/01/19 Cascade Park Portolet T166571	210-45220.442 EQUIPMENT RENTAL	110.00	22953	05/17/19
23420	P & P SEPTIC SERVICE INC.	05/01/19 Dog Park Portolet T166572	210-45220.442 EQUIPMENT RENTAL	110.00	22953	05/17/19
11345	SANITARY EQUIPMENT CO INC	05/03/19 VA-PRESSURE GAUGE SS 5000 0121322	210-43110.432 VEHICLE MAINTENANCE	18.22	22964	05/17/19
10435	SCREENMYLOGO.COM	04/16/19 Maint T-Shirts 17244	210-45220.610 SUPPLIES	504.75	22965	05/17/19
V10512	SEE CLICK FIX	05/01/19 HS/V - SeeClickFix 6/2020 2017-2101	210-14301.000 PREPAID EXPENSES	2513.11	22966	05/17/19
V10512	SEE CLICK FIX	05/01/19 HS/V - SeeClickFix 6/2020 2017-2101	210-43125.570 CONTRACT SERVICES	426.89	22966	05/17/19
V9627	SMALL ENGINE CO., INC THE	05/07/19 ST-DRIVE BELT 081748	210-43110.570 MAINTENANCE OTHER	68.76	22967	05/17/19
V9627	SMALL ENGINE CO., INC THE	05/07/19 ST-THROTTLE CONTROL 081749	210-43110.570 MAINTENANCE OTHER	31.35	22967	05/17/19
29825	VT GAS SYSTEMS	04/19/19 Aspire & Maint Bldg Gas 041919D	210-45220.623 HEATING/NATURAL GAS	251.73	22981	05/17/19
29825	VT GAS SYSTEMS	04/19/19 EJRP Bldgs Gas 041919D1	210-45220.623 HEATING/NATURAL GAS	220.34	22981	05/17/19
07565	W B MASON CO INC	04/12/19 Cleaning Supplies I65373833	210-45220.610 SUPPLIES	399.00	22986	05/17/19
07565	W B MASON CO INC	04/12/19 Cleaning Supplies I65380197	210-45220.610 SUPPLIES	155.97	22986	05/17/19
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45120.610 SUPPLIES	33.91	22891	05/17/19
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45120.610 SUPPLIES	170.80	22891	05/17/19
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45120.610 SUPPLIES	29.31	22891	05/17/19
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45120.610 SUPPLIES	81.99	22891	05/17/19

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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45121.610 SUPPLIES	44.94	22891	05/17/19
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45121.610 SUPPLIES	31.94	22891	05/17/19
42665	AMAZON/SYNCB	05/15/19 EJRP Supplies 0432266 419	226-45115.610 SUPPLIES	-160.00	22891	05/17/19
44455	AUDUBON VERMONT	05/09/19 K-3 Vac Camp Field Trip 05092019	226-45120.580 TRAVEL	222.00	22893	05/17/19
02005	BCBSVT	05/01/19 VA June health ins 089378657	226-45120.210 HEALTH INS & OTHER BENEFI	3634.85	22897	05/17/19
02005	BCBSVT	05/01/19 VA June health ins 089378657	226-45121.210 HEALTH INS & OTHER BENEFI	4767.22	22897	05/17/19
02005	BCBSVT	05/01/19 VA June health ins 089378657	226-45110.210 HEALTH INS & OTHER BENEFI	625.63	22897	05/17/19
17255	BISSON THOMAS	05/08/19 Bike Repair Class 050819D	226-45115.330 OTHER PROFESSIONAL SVCS	100.00	22898	05/17/19
05020	ESSEX JCT VILLAGE OF	04/30/19 Water MSP Pool 200937541	226-45124.410 WATER & SEWER CHARGES	503.02	22922	05/17/19
05020	ESSEX JCT VILLAGE OF	04/30/19 West St Gardens 200948471	226-45115.410 WATER & SEWER CHARGES	95.11	22922	05/17/19
25625	LOWE'S - 1080	05/02/19 EJRP Supplies 050219D	226-45115.610 SUPPLIES	25.62	22944	05/17/19
17260	POWERSCHOOL GROUP LLC	04/05/19 School Spring Ad INV175482	226-45120.330 OTHER PROFESSIONAL SVCS	169.62	22958	05/17/19
17260	POWERSCHOOL GROUP LLC	04/05/19 School Spring Ad INV175482	226-14301.000 PREPAID EXPENSE	932.88	22958	05/17/19
10435	SCREENMYLOGO.COM	05/06/19 Barcomb League Shirts 17281	226-45115.610 SUPPLIES	520.00	22965	05/17/19
42625	ALDRICH & ELLIOTT PC	05/06/19 ST-3/31-4/27/19 78404	230-46801.715 Fairview Main St ERP	582.87	22889	05/17/19
36240	DUBOIS & KING INC	04/18/19 CD-CRESCENT CONTR STP5300 419105	230-46801.008 CRESCENT CONNECTOR	22932.05	22915	05/17/19
02005	BCBSVT	05/01/19 VA June health ins 089378657	254-43200.210 HEALTH INS & OTHER BENEFI	4575.98	22897	05/17/19
23215	ESSEX EQUIPMENT INC	05/10/19 VW-UPSIDE DOWN PAINT 10710399	254-43200.610 SUPPLIES	161.19	22921	05/17/19
V10130	LOWE'S BUSINESS ACCOUNT	04/12/19 VW-POST 02798	254-43200.610 SUPPLIES	77.14	22945	05/17/19
V10130	LOWE'S BUSINESS ACCOUNT	04/08/19 VW-FILTERS 11759A	254-43200.610 SUPPLIES	32.17	22945	05/17/19
11345	SANITARY EQUIPMENT CO INC	05/03/19 VA-PRESSURE GAUGE SS 5000 0121322	254-43200.432 VEHICLE MAINTENANCE	3.03	22964	05/17/19
38760	TI-SALES INC	05/06/19 VW/SA-METERS INV0104520	254-43330.002 METER REPLACEMENT PROGRAM	1926.67	22972	05/17/19
02005	BCBSVT	05/01/19 VA June health ins 089378657	255-43200.210 HEALTH INS & OTHER BENEFI	6952.72	22897	05/17/19
22140	BSC INDUSTRIES INC	05/13/19 WW-BELTS SC 3 SCUM 3637498	255-43200.570 MAINTENANCE OTHER	25.50	22902	05/17/19
11375	CASELLA WASTE MANAGEMENT	05/01/19 WW-MAY SERVICE 2901806	255-43200.565 GRIT DISPOSAL	948.52	22903	05/17/19

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Town of Essex / Village of EJ Accounts Payable  
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Vendor	Invoice Date	Invoice Description Invoice Number	Account	Amount Paid	Check Number	Check Date
V10734	04/19/19	WW-APRIL 2019 1904WWTP	255-43200.622 ELECTRICAL SERVICE	2969.11	22918	05/17/19
06870	05/07/19	WW-Q1 EFF METALS 296579	255-43200.577 CONTRACT LABORATORY SERVI	63.00	22919	05/17/19
06870	05/10/19	WW-BATCH SH2 297070	255-43200.577 CONTRACT LABORATORY SERVI	575.00	22919	05/17/19
19005	05/01/19	WW-APRIL PHONE INTERNET 5216657	255-43200.535 TELEPHONE SERVICES	174.45	22926	05/17/19
23980	05/08/19	WW-MOWER BATTERY 190320101131	255-43200.570 MAINTENANCE OTHER	54.20	22941	05/17/19
03160	05/06/19	WW-POLYMER DEWATER 20098	255-43200.619 CHEMICALS	6900.00	22952	05/17/19
V9260	05/07/19	WW-STOCK REPLACEMENT 13987	255-43200.570 MAINTENANCE OTHER	443.00	22955	05/17/19
11345	05/03/19	VA-PRESSURE GAUGE SS 5000 0121322	255-43200.432 VEHICLE MAINTENANCE	3.04	22964	05/17/19
02005	05/01/19	VA June health ins 089378657	256-43200.210 HEALTH INS & OTHER BENEFI	2979.20	22897	05/17/19
13000	04/19/19	SA truck tires #14 53086	256-43200.570 MAINTENANCE OTHER	608.04	22946	05/17/19
11345	05/03/19	VA-PRESSURE GAUGE SS 5000 0121322	256-43200.432 VEHICLE MAINTENANCE	36.43	22964	05/17/19
38760	05/06/19	VW/SA-METERS INV0104520	256-43330.002 METER REPLACEMENT PROGRAM	3853.33	22972	05/17/19
Report Total				110994.61		

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May 15, 2019

Mr. Robin Pierce  
Community Development Director  
Village of Essex Junction  
2 Lincoln Street  
Essex Junction, VT 05452

**RE: Connector Road Phase III: Main Street Closure**

Dear Mr. Pierce

We look forward to the completion of phase I and II of the Connector Road project as they will improve efficiency, drainage and safety in your designated Village Center for trains, vehicles and pedestrians.

In addition, assessments indicate that if a short section of Main Street is closed to vehicle traffic crossing our Main Street rail line. We could realize a road vehicle crossing reduction by up to ninety two percent (92%). This will build on the safety and efficiency benefits of the Connector Road.

G & W is in support of this initiative by the Village of Essex Junction which improves safety and efficiency on our rail line while increasing local economic opportunity.

Sincerely,

Todd Dragland

VP Engineering

Northeast Region

Genesee & Wyoming Railroad



# MEETING SCHEDULES

5/21/2019

TOWN SELECTBOARD MEETINGS 	VILLAGE TRUSTEES MEETINGS 	JOINT MEETINGS  
April 15, 2019—7:00 PM	SB Regular	
April 23, 2019—6:30 PM	VB Regular	
April 23, 2019—7:15 PM	JT Special, 2 Lincoln <i>(Canceled 4/18)</i>	
May 6, 2019—6:30 PM	SB Special <i>(Added 5/2)</i>	
May 6, 2019—7:00 PM	SB Regular	
May 6, 2019—7:00 PM	VB Special <i>(Added 5/2)</i>	
May 6, 2019—7:45 PM	JT Special, 81 Main	
May 14, 2019—6:30 PM	VB Regular	
May 20, 2019—7:00 PM	SB Regular	
May 28, 2019—6:30 PM	VB Regular	
May 28, 2019—7:15 PM	JT Special, 2 Lincoln	
June 3, 2019—7:00 PM	SB Regular	
June 3, 2019—7:45 PM	JT Special, 81 Main	
June 11, 2019—6:30 PM	VB Regular	
June 17, 2019—7:00 PM	SB Regular	
June 22, 2019—8:00 AM-3:00 PM	JT Special—Strategic Advance, Delta Burlington (1117 Williston Rd.)	
June 25, 2019—6:30 PM	VB Regular	
June 25, 2019—7:15 PM	JT Special, 2 Lincoln	
July 9, 2019—6:30 PM	VB Regular	
July 15, 2019—7:00 PM	SB Regular	
July 15, 2019—7:45 PM	JT Special, 81 Main	
July 23, 2019—6:30 PM	VB Regular	
July 23, 2019—7:15 PM	JT Special, 2 Lincoln	
August 5, 2019—7:00 PM	SB Regular	
August 5, 2019—7:45 PM	JT Special, 81 Main	
August 13, 2019—6:30 PM	VB Regular	
August 19, 2019—7:00 PM	SB Regular	
August 27, 2019—6:30 PM	VB Regular	
August 27, 2019—7:15 PM	JT Special, 2 Lincoln	

<b>September 9, 2019—7:00 PM</b>	SB Regular
<b>September 9, 2019—7:45 PM</b>	JT Special, 81 Main
<b>September 10, 2019—6:30 PM</b>	VB Regular
<b>September 23, 2019—7:00 PM</b>	SB Regular
<b>September 24, 2019—6:30 PM</b>	VB Regular
<b>September 24, 2019—7:15 PM</b>	JT Special, 2 Lincoln
<b>October 7, 2019—7:00 PM</b>	SB Regular
<b>October 7, 2019—7:45 PM</b>	JT Special, 81 Main
<b>October 8, 2019—6:30 PM</b>	VB Regular
<b>October 28, 2019—7:00 PM</b>	SB Regular
<b>October 29, 2019—6:30 PM</b>	VB Regular
<b>October 29, 2019—7:15 PM</b>	JT Special, 2 Lincoln
<b>November 4, 2019—7:00 PM</b>	SB Regular
<b>November 4, 2019—7:45 PM</b>	JT Special, 81 Main
<b>November 12, 2019—6:30 PM</b>	VB Regular
<b>November 18, 2019—7:00 PM</b>	SB Regular
<b>November 26, 2019—6:30 PM</b>	VB Regular
<b>November 26, 2019—7:15 PM</b>	JT Special, 2 Lincoln
<b>December 2, 2019—7:00 PM</b>	SB Regular
<b>December 2, 2019—7:45 PM</b>	JT Special, 81 Main
<b>December 4, 2019—8:30 AM</b>	VB Special, Budget Day
<b>December 10, 2019—6:30 PM</b>	VB Regular
<b>December 16, 2019—7:00 PM</b>	SB Regular
<b>December 17, 2019—6:30 PM</b>	VB Regular
<b>December 17, 2019—7:15 PM</b>	JT Special, 2 Lincoln
<b>January 2, 2020—6:00 PM</b>	SB Special, Budget Meeting
<b>January 6, 2020—6:00 PM</b>	SB Special, Budget Meeting, Regular meeting begins at 7:00 PM
<b>January 6, 2020—7:45 PM</b>	JT Special, 81 Main
<b>January 8, 2020—6:00 PM</b>	SB Special, Budget Meeting
<b>January 13, 2020—6:00 PM</b>	SB Special, Budget Meeting
<b>January 14, 2020—6:30 PM</b>	VB Regular
<b>January 21, 2020—7:00 PM</b>	SB Regular

<b>January 28, 2020—6:30 PM</b>	VB Regular
<b>January 28, 2020—7:15 PM</b>	JT Special, 2 Lincoln
<b>February 3, 2020—7:00 PM</b>	SB Regular
<b>February 3, 2020—7:45 PM</b>	JT Special, 81 Main
<b>February 11, 2020—6:30 PM</b>	VB Regular
<b>February 18, 2020—7:00 PM</b>	SB Regular
<b>February 25, 2020—6:30 PM</b>	VB Regular
<b>February 25, 2020—7:15 PM</b>	JT Special, 2 Lincoln
<b>March 2, 2020—7:30 PM</b>	Essex Community Dinner at 6:30; Annual Meeting at 7:30
<b>March 3, 2020—7:00 AM to 7:00 PM</b>	Essex Voting
<b>March 10, 2020—6:30 PM</b>	VB Regular
<b>March 16, 2020—7:00 PM</b>	SB Regular
<b>March 24, 2020—6:30 PM</b>	VB Regular
<b>March 24, 2020—7:15 PM</b>	JT Special, 2 Lincoln
<b>April 1, 2020—7:00 PM</b>	Essex Junction Community Supper at 6:00; Annual Meeting at 7:00
<b>April 6, 2020—7:00 PM</b>	SB Regular
<b>April 6, 2020—7:45 PM</b>	JT Special, 81 Main
<b>April 14, 2020—7:00 AM to 7:00 PM</b>	Essex Junction Voting
<b>April 14, 2020—6:30 PM</b>	VB Regular



**Memorandum**

**To:** Board of Trustees; Evan Teich, Unified Manager

**From:** Robin Pierce, Community Development Director; Greg D. G. [Signature], Deputy Manager

**Re:** Executive Session for negotiating or securing of real estate purchase

**Date:** May 24, 2019

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**Issue**

The issue is whether the Trustees will enter executive session for negotiating or securing a real estate purchase.

**Discussion**

To have a complete and thorough discussion about this topic, it would appear that an executive session would be necessary because the premature disclosure of the information may put the Village at a substantial disadvantage.

**Cost**

None.

**Recommendation**

It is recommended that the Trustees enter into executive session to for negotiating or securing of a real estate purchase pursuant to 1 V.S.A. § 313(a)(2), to include the Unified Manager, Finance Director/Assistant Manager, Community Development Director, and Deputy Manager.