

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
March 11, 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; Robin Pierce, Community Development Director; Jim Jutras, Water Quality Superintendent.

OTHERS PRESENT: Deb McAdoo, Jess Martin, Brad Dousevicz, Allen Karnatz, Polly Whitcomb McEwing, Meg Whitcomb Armstrong.

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 Consent Agenda:

- Subordination of Tax Stabilization Agreement with Whitcomb Farm, LLC

Add to Reading File:

- Invitation to Community Foodshelf Information Meeting on March 19, 2014

3. GUESTS AND PRESENTATION

1. Comments from Public on Items Not on Agenda

Jessica Martin and Deb McAdoo with Budget to Ballots discussed bringing the budget to Australian ballot style voting and engaging the village and town. The focus is to get the budget vote to a wider audience and accessible to the village and town. There was mention of Heart & Soul broaching voter education and engagement. It was noted community connection is one of the Heart & Soul values. Lori Houghton said Heart & Soul could help if the Budget to Ballots group wants to do their own survey.

4. OLD BUSINESS

1. Discuss Renewal of Vermont Neighborhood Designation for Village Haven

Robin Pierce reported all but four of the properties in Village Haven are permitted and most of the benefits accrued by the development through the designation cannot be taken back. Benefits include no Act 250 review, no land gain tax, controlled price of housing or rent based on 80% median income and held for 20 years, four units per acre. Staff has been working with the state and property owner on making the site more beneficial for more investment and more investors. The village downtown designation is coming up for renewal as well. Benefits of the downtown designation include businesses located in the center and the downtown is at the top of the list for state grants and eligible for funding for code improvements.

Elaine Sopchak suggested the neighborhood and downtown designations be incorporated into the RFP for the consultant.

MOTION by Elaine Sopchak, SECOND by Dan Kerin, to authorize staff to concentrate on a new neighborhood designation in the village center and work with Village Haven property owners and the state as part of the decision not to renew the Vermont Neighborhood designation for Village Haven. VOTING: unanimous (5-0); motion carried.

5. NEW BUSINESS

1. Approve Recommendations from Joint Storm Water Committee

Jim Jutras reported the committee wants to work collaboratively with permittees in the watershed so there is consistency in refining the rules pertaining to storm water management. A decision is still needed on whether the rules will be an ordinance or part of the land development code. The committee would like concurrence from the Trustees via a letter of support of the direction being taken by the committee. The storm water ordinance and rules in the village will not change. The standards are the same and if the goal is met the two impaired streams will no longer be impaired.

MOTION by Dan Kerin, SECOND by Andrew Brown, that the Board of Trustees conceptually approve the approach outlined in the draft expired storm water permit ordinance titled “Policy and Procedures for Establishment and Transfer of Responsibility for State of Vermont issued Department of Environmental Conservation Authorization to Discharge Permits under General Permit 3-9010 to the Municipal NPDES MS-4 General Permit 3-9014”, and to approve sending the letter to the state regarding municipal compliance with Section IV.C.1(e)(3) of the NPDES MS-4 General Permit 3-9014 pertaining to “...a plan for addressing expired state storm water permits discharging to the permittee’s MS-4 system”. VOTING: unanimous (5-0); motion carried.

Jim Jutras noted all permits will be assigned to the classification as the town has done.

2. Annual Meeting Preparation

The following was discussed:

- Presentations at the annual meeting to include budget, capital projects, and bonding.
- The capital committee will do a presentation on bonded projects. The incremental increase in cost to do the projects in three, five or ten years if the bond is not passed should be shown. According to the Village Engineer project costs will increase 3% to 5% each year.
- Underlying issues of not being able to keep up with infrastructure projects should be mentioned as well as what the village is able to accomplish with available funds.
- Another survey will be conducted at the meeting.
- Clickers will be borrowed from Heart & Soul for opinion polls and voting.
- Channel 17 will do a live broadcast of the meeting.

- Childcare service will likely be available at the meeting like last year.
- An agenda for the meeting will be drafted.

Elaine Sopchak mentioned the joint project with the 8th grade Social Studies class at ADL and 2nd graders at Hiawatha on their “future vision of the village” poster. The Trustees are invited to address the classes and answer questions about the village as a municipality and a community. The students may attend the annual meeting.

6. VILLAGE MANAGER’S REPORT

1. Meeting Schedule

- March 25, 2014 @ 6:30 – Regular Trustees Meeting
- 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
- May 24, 2014 @ 10 AM – Memorial Day Parade

2. Online Payments by Credit Card

The website includes a link for bill payments by credit card.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE

1. Board Member Comments

- Elaine Sopchak mentioned having the annual meeting on a Saturday so more people can attend (the village charter would have to be changed) and discussing with the Prudential Committee at the next joint meeting holding the village annual meeting and school annual meeting on the same date.
- Elaine Sopchak noted the Essex Selectboard attended the legislative night on February 28th at the Blue Spruce Grange. The Trustees should attend next year.
- Dan Kerin reported Brian Roy has been hired as the Assistant Rec Director. Mr. Roy has extensive experience with rec programs.

2. Reading file:

- Minutes of Tree Advisory Committee (2/18/14)
- Minutes of Planning Commission (2/20/14)
- Minutes of Block Party Committee (2/24/14)
- Subgrant Application to Vermont Department of Public Safety
- Letter to Resident re: Violation of Ordinance
- Invitation to Community Foodshelf Information Meeting 3/19/14 at 7 PM

8. CONSENT AGENDA & READING FILE

There was discussion of the Subordination of Tax Stabilization Agreement with Whitcomb Farm, LLC. Allen Karnatz with Vermont Land Trust reported the closing is March 14, 2014. The subordination is that the village accepts the easement on the property as subordinate to the village tax stabilization agreement. The amount of tax owed on the property does not change. A correction was made in the title of the agreement and the Trustees signed the document as corrected.

MOTION by Dan Kerin, SECOND by Elaine Sopchak, to approve the consent agenda as follows:

- 1. Approve Minutes of Previous Meetings (2/25/14 & 3/4/14)**
 - 2. Signed Warning for April 2 & 8, 2014**
 - 3. Approve Warrants including check #10048866 through #10048917 totaling \$235,870.82**
 - 4. Subordination of Tax Stabilization Agreement with Whitcomb Farm, LLC**
- VOTING: unanimous (5-0); motion carried.**

9. ADJOURNMENT

MOTION by Andrew Brown, SECOND by Dan Kerin, to adjourn the meeting.
VOTING: unanimous (5-0); motion carried.

The meeting was adjourned at 7:29 PM.

RScty: M.E.Riordan

