

**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*