



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, AUGUST 12, 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. **APPROVE AGENDA** [6:35 PM]
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS** [6:35 PM]
 - a. Comments from Public on Items Not on Agenda
 - b. Public Hearing on 2014 Comprehensive Plan
5. **OLD BUSINESS** [7:00 PM]
 - a. Adopt Changes to General Rules and Personnel Regulations
6. **NEW BUSINESS** [7:10 PM]
 - a. Appeal of Demolition and Sewer Service Fees for Autumn Pond
 - b. FYE 15 General Fund Capital Plan Amendment
7. **MANAGER'S REPORT** [7:30 PM]
 - a. Various Staff Meetings
 - b. Trustees meeting schedule
8. **TRUSTEES' COMMENTS & CONCERNS/READING FILE** [7:40 PM]
 - a. Board Member Comments
 - b. Minutes from Other Boards, Commissions and Committees:
 - Bike/Walk Advisory Committee 7/21/14
 - Tree Advisory Committee 7/22/14
 - Block Party Committee 7/28/14
 - c. Memo FYE 15 Tax Rates
 - d. Letter from Essex Selectboard Chair to Governor Peter Shumlin
 - e. VLCT Workshop on Vermont Public Records Act & Open Meeting Law 9/10/14
 - f. VLCT Town Fair 10/9/14
9. **CONSENT AGENDA** [7:45 PM]
 - a. Approve Minutes of Previous Meeting 7/22/14
10. **ADJOURN** [7:50 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.

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
August 12, 2014**

BOARD OF TRUSTEES: George Tyler (Village President); Dan Kerin, Elaine Sopchak, Lori Houghton, Andrew Brown.
ADMINISTRATION: Pat Scheidel, Municipal Manager; Lauren Morrissette, Assistant Manager & Finance Director; Susan McNamara-Hill, Village Clerk/Treasurer; Robin Pierce, Development Director.
OTHERS PRESENT: Frank Naef, Carl Lisman, Jeff Rubman.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

Village President, George Tyler, called the meeting to order at 6:30 PM.

2. AGENDA ADDITIONS/CHANGES

Add under the following:

- Guests, Presentations and Public Hearings, 2014 Comprehensive Plan - minor wording change pertaining to building height in the village center.
- Old Business, Adoption of Changes to General Rules and Personnel Regulations - minor language change in Personnel Regulations.
- New Business, Appeal of Demolition and Sewer Service Fees for Autumn Pond - letter from Bradd Rubman, dated 8/8/14, re: 38 Thasha Lane.
- Consent Agenda - check register report.

3. APPROVE AGENDA

**MOTION by Dan Kerin, SECOND by Lori Houghton, to approve the agenda as amended.
VOTING: unanimous (5-0); motion carried.**

4. GUESTS, PRESENTATIONS, PUBLIC HEARINGS

1. Comments from Public on Items Not on Agenda
None.

2. Public Hearing: 2014 Comprehensive Plan

The public hearing on the 2014 comprehensive plan was opened at 6:32 PM. George Tyler noted edits to the comprehensive plan proposed by the Board of Trustees and the minor change made by the Planning Commission. There were no further comments. The public hearing was closed at 6:35 PM.

5. OLD BUSINESS

1. Adopt Changes to General Rules and Personnel Regulations

Susan McNamara-Hill stated language from the Employees Association contract relative to benefits (lines 627-630) has been incorporated into the village personnel regulations for simplicity.

MOTION by Lori Houghton, SECOND by Andrew Brown, that the Village Trustees adopt the General Rules and Personnel Regulations as revised and presented. VOTING: unanimous (5-0); motion carried.

6. NEW BUSINESS

1. Appeal of Demolition and Sewer Service Fees for Autumn Pond

Carl Lisman and Jeff Rubman requested the Trustees exercise discretion to deal with water and sewer fees for the Thasha Lane development. Attorney Lisman referred to wording on Page 4, Appendix B regarding the fee for connection to municipal sewer service for each new unit and argued the units proposed are replacements of existing units, not new units, and for all the reasons discussed with the school and recreation fees the units should be dealt with on a net basis. With the water service fee if it is always that the municipality installs the tap, curb stop, meter, and final installation the same argument for net should apply.

Robin Pierce, Development Director said the policy in the village has been that any new structure built with water and sewer service pays the water and sewer fees. There are 300 new units to be built. Some units are being removed and replaced with other units. Also, the village will assume ownership and maintain the water line on Thasha Lane when complete.

George Tyler stated sewer and water fees in the village were just adopted and improvements have been made to the treatment plant. There is significant difference between connection fees for the current municipal system and the school and recreation impact fees. The cost to provide water and sewer service is significant and does not compare to school and recreation fees. Carl Lisman pointed out the owner will pay user fees and is paying all costs to connect to the replacement units so the village is not out of pocket a penny and continues to collect user fees. Mr. Lisman also noted there will be more net units than there presently. The first 30 units will be in the same location as the existing units.

Following further discussion the Trustees concurred developers in the village must pay the fees and a precedent should not be set by giving preference to one developer over another.

MOTION by Dan Kerin, SECOND by Lori Houghton, to deny the appeal for a compromise on the sewer service fee by the owners of Autumn Pond. VOTING: unanimous (5-0); motion carried.

2. FY15 General Fund Capital Plan Amendment

Lauren Morrissette explained the roof on the Senior Center is in need of replacement this year. Cost estimate for the work (metal roof and asbestos testing) is \$30,850. The Woods End project came in with a savings of \$137,000 so there are funds to cover the new roof. It is not anticipated that any asbestos will be found. There is no impact on the capital plan by doing the roof project and the capital committee approved doing the roof. There was brief discussion of using the savings from the Woods End project to cover some of the paving needs in the village.

MOTION by Lori Houghton, SECOND by Andrew Brown, to amend the FYE15 General Fund Capital Plan to include \$30,850 for the Senior Center roof replacement. VOTING: unanimous (5-0); motion carried.

7. VILLAGE MANAGER'S REPORT**1. Meeting Schedule**

- August 26, 2014 @ 6:30 – Regular Trustees Meeting
- September 9, 2014 @ 6:30 – Regular Trustees Meeting
- September 23, 2014 @ 6:30 – Regular Trustees Meeting
- October 14, 2014 @ 6:30 – Regular Trustees Meeting
- October 28, 2014 @ 6:30 – Regular Trustees Meeting
- November 11, 2014 @ 6:30 – Regular Trustees Meeting
- November 25, 2014 @ 6:30 – Regular Trustees Meeting
- December 9, 2014 @ 6:30 – Regular Trustees Meeting
- December 23, 2014 @ 6:30 – Regular Trustees Meeting

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

- Lori Houghton thanked all the volunteers in the village.
- Elaine Sopchak mentioned the letter from Max Levy to the Governor's Office, dated 7/28/14, regarding involvement of local officials from the village and town on the "action teams" being formed by GBIC to address impacts of the rumored closure of IBM.

2. Reading file:

- Bike/Walk Advisory Committee 7/21/14
- Tree Advisory Committee 7/22/14
- Block Party Committee 7/28/14
- Memo FYE15 Tax Rates
- Letter from Essex Selectboard to Governor Shumlin
- VLCT Workshop on Vermont Public Records Act & Open Meeting Law 9/10/14
- VLCT Town Fair 10/9/14

9. CONSENT AGENDA & READING FILE

MOTION by Elaine Sopchak, SECOND by Dan Kerin, to approve the consent agenda with the addition of the check register report and approval of the July 22, 2014 minutes with change to Page 2, Storm Water Coordinating Committee, 2nd sentence to read: "The ordinance will ensure storm water flows in the village and town are managed appropriately and in compliance with state and federal requirements." VOTING: unanimous (5-0); motion carried.

10. ADJOURNMENT

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

The meeting was adjourned at 7:05 PM.

RScty: M.E.Riordan 