



TRUSTEES MEETING NOTICE & AGENDA
TUESDAY, SEPTEMBER 8, 2015 at 6:00 PM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **BOARD OF ABATEMENT MEETING** [6:00 PM]
2. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
3. **AGENDA ADDITIONS/CHANGES**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
 - a. Comments from Public on Items Not on Agenda
5. **OLD BUSINESS**
 - a. Bids for Lincoln Hall Exterior Rehabilitation Project – Pat Scheidel
6. **NEW BUSINESS**
 - a. None
7. **MUNICIPAL MANAGER’S REPORT**
 - a. Trustees meeting schedule
8. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
 - a. Board Member Comments
 - b. Minutes from Other Boards/Committees:
 - Tree Advisory Committee 8/18/15
 - Planning Commission 8/20/15
 - Capital Program Review Committee 9/1/15
 - c. Memo from Robin Pierce Update on Current Projects
 - d. Letter from Dennis Lutz to Christy Witters at MS4 and MSGP Stormwater Program
 - e. Draft Letter from James Jutras to U.S. Environmental Protection Agency
 - f. Draft Letter from James Jutras to Ecosystem Restoration Program
 - g. Public Notice of Modifications to GlobalFoundries Waste Management System
 - h. VLCT Workshop on Municipal Budgeting and Borrowing: Preparing for Town Meeting 9/30/15
9. **CONSENT AGENDA**
 - a. Approve Minutes of Previous Meeting 8/25/15
 - b. Expense Warrant #16006 dated 8/27/15 in the amount of \$356,885.43
 - c. Expense Warrant #16007 dated 9/4/15 in the amount of \$454,465.27
10. **ADJOURN**

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

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
September 8, 2015**

BOARD OF TRUSTEES: George Tyler (Village President); Dan Kerin, Elaine Sopchak, Lori Houghton, Andrew Brown.
ADMINISTRATION: Patrick Scheidel, Municipal Manager; Lauren Morrisseau, Assistant Manager & Finance Director.
OTHERS PRESENT: John Alden, Sue Buswell, Diane Clemens, Chris Chiquoine, Erin Knox, Fred Naef, Linda Costello.

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

None.

MOTION by Lori Houghton, SECOND by Andrew Brown, to accept the agenda as presented. VOTING: unanimous (4-0)[Dan Kerin not present for vote]; motion carried.

3. GUESTS, PRESENTATIONS, PUBLIC HEARINGS

1. Comments from Public on Items Not on Agenda

Chris Chiquoine mentioned CVE did not request any noise waivers for concerts at the fairgrounds this year and the first concert at the fair, Jake Owens, exceeded Level A sound levels in the noise agreement (hourly average of 72 decibels) for two hours which equates to a fine of \$10,000. Mr. Chiquoine said he hopes the Trustees will enforce the terms of the noise agreement. Pat Scheidel said he was not aware of violations of the noise agreement. Mr. Chiquoine noted the sound report shows violations, but assumed sound waivers were in place.

The Trustees will review the decibel report and add the item to the next agenda for discussion.

4. OLD BUSINESS

1. Bids for Lincoln Hall Exterior Rehabilitation Project

Pat Scheidel reported three bids were received for the work on Lincoln Hall. All three bids exceeded the budget and awarding the bid was tabled pending further information. John Alden met with Paul List to discuss work that should be done on the building before winter (foundation/brick work below windows south side, wood work main entries, paint/seal window sills south side, masonry/wood work east side). There is \$117,000 in the FYE16 budget for the work. Staff recommends rejecting the current bids at this time and waiving the bid process to allow sole sourcing to Liszt Historical Restoration the work that needs to be done before winter.

There was discussion of the cost of the emergency repair and winter stabilization work by Liszt Historical Restoration (\$85,000). John Alden noted the specified work should be done before winter to avoid further deterioration of the building. Masonry buildings tend to “look good” for a long time before the damage is severe and the cost of repair increases. Liszt worked on the building in the past so the stabilization work is an extension of that work. The other bidders have not worked on Lincoln Hall.

Elaine Sopchak said the Trustees need to talk about the extent of work, desired result, and the budget before the project is put out to bid in the spring. Doing the emergency repairs is necessary, but it appears as if the high bidder is getting the work. Pat Scheidel clarified Liszt was not a bidder, but was a subcontractor to a bidder on the building.

MOTION by Lori Houghton, SECOND by Elaine Sopchak, that the Trustees do the following:

- **Reject the August 5th bids for the Lincoln Hall Exterior Rehabilitation, Phase 1, due to the budget issue and lateness of the year;**
- **Notify the bidders of the decision to reject all bids;**
- **Waive the bid process in order that immediate work on Lincoln Hall may be sole sourced to Liszt Historical Restoration, Inc.**
- **Decide at a later time whether to re-bid the project.**

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

5. NEW BUSINESS

None.

6. MUNICIPAL MANAGER’S REPORT

1. Meeting Schedule – Regular Trustees Meetings @ 6:30 PM

- September 22, 2015
 - October 13, 2015
 - October 27, 2015
 - November 10, 2015
 - November 24, 2015
 - December 8, 2015
- **Special Meetings/Events:**
- September 9, 2015 – Essex Community Planning Workshop, Essex High School (7 PM-9 PM)
 - October 8, 2015 – VLCT Town Fair in Killington (8 AM-4 PM)

2. Interviews on the Recruitment and Selection Profile

Interviews of elected officials are wrapping up and then the recruitment profile will be drafted.

7. TRUSTEES COMMENTS/CONCERNS & READING FILE

1. Board Member Comments

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- George Tyler announced the Thoughtful Growth in Action workshop on September 9, 2015 at 7 PM at Essex High School.
 - Lori Houghton read the following regarding social media and Front Porch Forum:
 - We (the Trustees) often don't respond on Front Porch Forum as we feel it should remain a place for community members to have a conversation, but I feel I need to take a moment and address some of the inaccurate postings on Front Porch Forum. Planning Commission members are Trustee appointees. The Planning Commission usually meets at least once a month and spends hours outside of those meetings reviewing plans and doing site visits. Planning Commission members are paid a stipend of \$300/year. They spend far more hours volunteering their time than getting paid for their time. They are spending those hours trying to make Essex a better community. I personally value their commitment and genuine care for Essex. These volunteers should be thanked for their time.
 - Front Porch Forum is a great place to share information, ideas and even share concerns, but it is more and more becoming a place where residents feel they can make unfounded accusations against our community volunteers. I ask that we keep the conversation civil.
 - All the Trustees have their contact information on the Village website. If there are concerns, if you can't make a meeting, but still want your voice heard, if you want to tell us how great we are doing, reach out to us. You may not have time to attend a meeting, but you might have time for a phone call.
 - I want to thank the Planning Commission members, all the other committee volunteers serving the village and the schools, and all the residents who take the time to learn, help and communicate with us.
 - George Tyler stated the Trustees will be discussing communicating. Pat Scheidel is investigating social media policy in other communities.
 - Andrew Brown mentioned quotes of tax rates on Front Porch Forum on a certain parcel of property were inaccurate, and it is frustrating not to be able to respond and shed truth to the conversation.
 - George Tyler announced the storm water committee has been working hard. Essex and Essex Junction are ahead of the curve with storm water management. A report will be given to the Trustees at the next meeting.
 - Lori Houghton expressed appreciation for the memo on current projects in the village and mentioned the need to address upkeep of property at 8 Pearl Street.

2. Reading File

- Minutes
 - Tree Advisory Committee 8/18/15
 - Planning Commission 8/20/15
 - Capital Program Review Committee 9/1/15
- Memo from Robin Pierce re: Update on Current Projects
- Letter from Dennis Lutz to Christy Witters, MS4 & MSGP Storm Water Program
- Draft Letter from James Jutras to U.S. Environmental Protection Agency
- Draft Letter from James Jutras to Ecosystem Restoration Program
- Public Notice: Modifications to Global Foundries Waste Management System

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- VLCT Workshop: Municipal Budgeting and Borrowing – Preparing for Town Meeting 9/30/15

8. CONSENT AGENDA

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

1. **Approve Minutes of Previous Meeting 8/25/15.**
2. **Expense Warrant #16006 dated 8/27/15 in the amount of \$356,885.43.**
3. **Expense Warrant #16007 dated 9/4/15 in the amount of \$454,465.27.**

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

9. ADJOURNMENT

MOTION by Elaine Sopchak, SECOND by Lori Houghton, to adjourn the meeting.

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

The meeting was adjourned at 7:04 PM.

RScty: M.E.Riordan 