



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, NOVEMBER 10, 2015 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**
3. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
  - a. Comments from Public on Items Not on Agenda
  - b. Presentation of Grant Funds to Center for Technology for Street Tree Nursery Program – Bob Travers
4. **OLD BUSINESS**
  - a. Resident Request for Private Well - Robin Pierce
  - b. Resident Request for Crosswalk on Pearl Street – Robin Pierce
  - c. Thoughtful Growth in Action Contract Addendum – Greg Duggan
  - d. Approve and Sign Resolution for Winter Operations Plan – Dennis Lutz
5. **NEW BUSINESS**
  - a. Appointment to CCRPC Active Transportation Plan Advisory Committee – Pat Scheidel
6. **MUNICIPAL MANAGER’S REPORT**
  - a. Trustees meeting schedule
7. **TRUSTEES’ COMMENTS & CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from Other Boards/Committees:
    - Capital Program Review Committee 11/3/15
  - c. 2016 VLCT Municipal Policy
  - d. Finance and Maintenance Agreements with State of Vermont for 2016 Paving
  - e. Thank you letter from GBIC for annual contribution
  - f. Thank you letter to and acknowledgement from Sandy Willey
  - g. Certification of Election Results Essex Junction School District Special Meeting 11/3/15
  - h. Burlington Free Press article about GlobalFoundries 11/4/15
8. **CONSENT AGENDA**
  - a. Approve Minutes of Previous Meeting 10/27/15
  - b. Expense Warrant #16015 dated 10/29/15 in the amount of \$18,767.58
9. **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  
November 10, 2015**

**BOARD OF TRUSTEES:** George Tyler (Village President); Dan Kerin, Elaine Sopchak, Andrew Brown. (Lori Houghton was absent.)  
**ADMINISTRATION:** Patrick Scheidel, Municipal Manager; Lauren Morrisseau, Assistant Manager & Finance Director; Rick Jones, Public Works Superintendent; Robin Pierce, Development Director.  
**OTHERS PRESENT:** Dennis Lutz, Bob Travers, Phoebe Spencer, Mason Cardinal, Chris Wandeloski, Trevor Carg, Jason Kittredge, Diane Clemens, Linda Costello.

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[Note: Minutes reflect the order of the published agenda.]

**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:

- Email on the Request for a Private Well under Old Business.
- Letter to the Editor re: RED Committee under New Business
- October 2015 Budget Status Report, Senior Center Policy on Use After Hours, and Check Warrant Report #16016 under Consent Agenda

**MOTION by Elaine Sopchak, SECOND by Andrew Brown, to accept the agenda as amended. VOTING: unanimous (3-0)[Dan Kerin not present for vote]; motion carried.**

**3. GUESTS, PRESENTATIONS, PUBLIC HEARINGS**

1. Comments from Public on Items Not on Agenda

None.

2. Presentation: Grant Funds to Center for Technology for Street Tree Nursery Program  
Bob Travers, CTE, gave a brief description of the Natural Resources Program and the plan to prepare street trees for the village as part of the Forestry Program. Individuals working on the street tree project were introduced (Mason Cardinal, Chris Wandeloski, Trevor Carg, and Jason Kittredge). George Tyler presented a check for \$3,000 to CTE for the street tree project, praising the collaboration with the village government and the school on the effort to improve the village downtown with street trees.

**4. OLD BUSINESS**

1. Resident Request for Private Well

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Robin Pierce reported Champlain Water District expressed concern about potential risk to the public water supply by the private well and recommended against the proposal. Also, the individual cannot meet all the criteria for an exception to the requirement in the Land Development Code to have municipal water service. Mr. Pierce said following further discussion with the individual the request was dropped.

## 2. Resident Request for Crosswalk on Pearl Street

George Tyler reported adding a crosswalk on Pearl Street as requested by an area resident does not meet traffic standards, and CCTA said they maintain their trunk routes and cannot adjust a route for an individual. Staff continues to work on a solution for the situation.

Diane Clemens, resident, noted her research found an addition to the 2015 VTrans “Guideline for Pedestrian Crossing Treatments” that said to install as many pedestrian signs as needed to warn motorists. Ms. Clemens urged the Trustees to move forward so all are safe.

## 3. Thoughtful Growth in Action Contract Addendum

Pat Scheidel reported the contract amendment is due to an increase in the number of people in the working group which required more time from the consultants so more money was needed which was provided. The Selectboard approved the amendment.

**MOTION by Andrew Brown, SECOND by Dan Kerin, to authorize the Municipal Manager to sign the amendment to the Letter of Agreement with the consultants on the Thoughtful Growth in Action project. VOTING: unanimous (4-0); motion carried.**

## 4. Approve/Sign Resolution for Winter Operations Plan

Dennis Lutz reported the requested clarifications have been incorporated in the document (Table of Contents at the start of the document, village operations section separate from the town section, sidewalk plowing in the village and repair of damage from plowing highlighted). The Selectboard approved the document. Public comment was received in support of the document. One comment regarding village tax money paying for town highway was received and should be followed up because the individual is ill informed. (George Tyler will follow up on this.)

There was brief discussion of the communication with the school district relative to winter storms and school closings, and snow plowing sidewalks and school bus routes. Dennis Lutz noted the town is considering possible revisions to winter operations to better address bus routes.

**MOTION by George Tyler, SECOND by Elaine Sopchak, to approve the Winter Operations Plan for 2015-2016 and to sign/re-sign the resolution contained therein. VOTING: unanimous (4-0); motion carried.**

## 5. NEW BUSINESS

1. Appointment to CCRPC Active Transportation Plan Advisory Committee  
Phoebe Spencer explained her interest in serving on the committee and noted that this is a good way for the village's bike/walk priorities to be put into a more regionally focused plan.

**MOTION by Dan Kerin, SECOND by Andrew Brown, to appoint Phoebe Spencer as representative to the CCRPC Active Transportation Plan Advisory Committee. VOTING: unanimous (4-0); motion carried.**

2. Letter to the Editor re: RED Committee  
George Tyler explained the letter congratulates the RED Committee on the success of the school unification vote which will form the largest school district in the state.

## **6. MUNICIPAL MANAGER'S REPORT**

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

- January 12, 2016
- January 26, 2016
- February 9, 2016
- February 23, 2016

#### \*Special Events/Meetings

- November 17, 2015 – Joint meeting with Selectboard.
- December 8, 2015 @ 9 AM – FYE2017 Budget Work Session
- December 11, 2015 @ 6 PM – Tree Lighting Ceremony and Train Hop
- December 18, 2015 @ 9:30 AM – Meeting/Tour of St. Albans

### 2. Meetings

Pat Scheidel listed a sampling of the meetings on his schedule (Thoughtful Growth, staff meetings, consolidation of services discussion, budget preparation, pre-collective bargaining meetings, and meetings with various groups and committees).

## **7. TRUSTEES COMMENTS/CONCERNS & READING FILE**

### 1. Board Member Comments

- Andrew Brown expressed appreciation for the police officer at Five Corners issuing tickets to people running red lights.

### 2. Reading File

- Minutes
  - Capital Program Review Committee 11/3/15
- 2016 VLCT Municipal Policy
- Finance and Maintenance Agreements with State of Vermont for 2016 Paving
- Thank You Letter from GBIC for Annual Contribution
- Thank You Letter to Sandy Willey and Acknowledgement from Sandy Willey
- Certification of Election Results Essex Junction School District Special Meeting 11/3/15
- *Burlington Free Press* Article re: Global Foundries 11/4/15

**8. CONSENT AGENDA**

**MOTION by Dan Kerin, SECOND by Andrew Brown, to approve the consent agenda as follows and with the addition of the October 2015 Budget Status Report, Senior Center Policy on Use After Hours, and Check Warrant Report #16016:**

- 1. Approve Minutes of Previous Meeting 10/27/15.**
- 2. Expense Warrant #16015 dated 10/29/15 in the amount of \$18,767.58.**

**VOTING: unanimous (4-0); motion carried.**

**9. ADJOURNMENT**

**MOTION by Andrew Brown, SECOND by Dan Kerin, to adjourn the meeting.**

**VOTING: unanimous (4-0); motion carried.**

The meeting was adjourned at 7:20 PM.

*RScty: M.E.Riordan*

