



**TRUSTEES MEETING NOTICE & AGENDA**  
**TUESDAY, FEBRUARY 9, 2016 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. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
  - a. Comments from Public on Items Not on Agenda
  - b. Update by Charlie Baker, Exec. Director, Chittenden County Regional Planning Commission
  - c. Main St. Sidewalk Extension Scoping Study – Jim Donovan, Broadreach Planning & Design
  - d. Meet with State Representatives on Rutland Town Resolution – Tim Jerman and Paul Dame
5. **OLD BUSINESS**
  - a. Bid Award for Multiuse Safety Path – Robin Pierce
  - b. Adopt FYE 17 Proposed Budgets and Capital Programs – Pat Scheidel/Lauren Morrisseau
6. **NEW BUSINESS**
  - a. Discuss Draft Annual Meeting Warning – George Tyler
  - b. Discuss Lighting on Pearl Street Near CVE – George Tyler
  - c. Approve and Sign 2016 Certificate of Highway Mileage – Pat Scheidel
7. **MANAGER'S REPORT**
  - a. Selectboard Appointments to Ad Hoc Governance Committee
  - b. Trustees meeting schedule
8. **TRUSTEES' COMMENTS & CONCERNS/READING FILE**
  - a. Board Member Comments
  - b. Minutes from Other Boards/Committees:
    - Planning Commission 1/21/16
  - c. Letter from VT Dept. of Housing and Community Development re: Neighborhood Development Area Designation
  - d. 2015 ECOS Annual Report
9. **CONSENT AGENDA**
  - a. Minutes of Previous Meeting 1/26/16
  - b. Expense Warrant #16027 dated 1/28/16 in the amount of \$33,454.53
  - c. Banner Application for Vermont Quilt Festival 6/24-6/26/16
  - d. Banner Applications for Champlain Valley Exposition Events
  - e. Street Closure Request for Little League Parade 4/30/16
10. **ADJOURN**

*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.*

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
February 9, 2016**

**BOARD OF TRUSTEES:** George Tyler (Village President); Dan Kerin, Elaine Sopchak, Andrew Brown. (Lori Houghton was absent.)

**ADMINISTRATION:** Patrick Scheidel, Municipal Manager; Robin Pierce, Development Director; Darby Mayville, Community Relations Assistant; Rick Hamlin, Village Engineer.

**OTHERS PRESENT:** Wayne Beebe, Payne Morgan, Michael Feeney, Dave Zehnacker, Joan Safford, Brenda Williamson, Tom Helmstull, Roseanne Prestipino, Kat Bouchard, Charlie Baker, Jim Donovan.

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**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 CHANGES/APPROVAL**

The bid award for the multi-use safety path (under 'Old Business') was postponed.

**MOTION by Dan Kerin, SECOND by Andrew Brown, to accept the agenda as amended. VOTING: unanimous (4-0); motion carried.**

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

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

2. Update from Charlie Baker, Chittenden County Regional Planning Commission  
Charlie Baker, CCRPC Executive Director, reviewed the assistance from Regional Planning to the village including the alternatives for the train station, bike/ped master plan, village comprehensive plan, traffic counts, and pavement inventory. Regionally CCRPC hosted a legislative forum pre-legislative season to discuss issues and produced the ECOS Plan annual report.

George Tyler thanked Regional Planning for the help with projects and funding that benefit the village.

Dan Kerin mentioned Regional Planning also deals with watershed and phosphorus issues. Charlie Baker confirmed Regional Planning will help towns understand the requirements of the Clean Water Act.

**3. Main Street Sidewalk Extension Scoping Study**

Jim Donovan with Broadreach Planning & Design reviewed the location of the sidewalk in the public right-of-way on the northwest side of Main Street from Educational Drive to

the village/town boundary line (the town at this point does not have a plan to extend sidewalk to the village border). The sidewalk will be off the curb only as far as the utility poles except in one section where a retaining wall will be added and the sidewalk will be behind the utility poles. There will be a free standing bridge over Indian Brook. The project has been divided into two phases. The first phase does not include the bridge and the cost is about \$300,000. The second phase includes the bridge and costs \$140,000. The final report on the sidewalk is available and will be posted on the village website.

The Trustees asked about lighting, historic and archeologic resources, and additional rights-of-way. Jim Donovan stated lighting has not been reviewed and can be added to the project. Nothing is being disturbed in the historical and archeological significant areas. Regarding additional rights-of-way, the sidewalk work will be in the public right-of-way, but there may be need for a construction easement through the construction of the sidewalk. Staff will be researching funding sources for the project.

#### *PUBLIC COMMENTS*

Brenda Williamson, 116 Main Street, and Joan Safford, 118 Main Street, expressed concern about the grade of the driveway due to the retaining wall from the storm water work on Main Street and the loss of privacy screening. Waste material (clay soil) from the road work was used as fill. One of the property markers has still not been pinned. Jim Donovan said a survey will be done for the sidewalk and retaining wall which will not be as large as the wall built for the road work. The engineer, Lamoureux & Dickinson, will verify the survey and notify property owners of any changes.

Dave Zehnacker, 94 Main Street, asked about follow up on the road work (i.e. seeding, topsoil, settlement over the winter). Rick Hamlin, Village Engineer, said there is a year guarantee on the site work. The contractor will return to do any necessary touch up work. Mr. Zehnacker asked when the sidewalk project will begin and who will maintain the sidewalk. George Tyler said funding must be found for the sidewalk project before the work can begin (likely in a year or two). On main roads the sidewalk/path on both sides will be plowed by the village.

Kat Bouchard, 5 Taft Street, asked if the sidewalk material will be sidewalk or blacktop, and if the shoulder is wide enough north of Taft Street for pedestrians and bikes. Ms. Bouchard also asked about archeological resources by Meadow Terrace. Jim Donovan said the sidewalk will be 5' wide and concrete though the sidewalk may narrow to 4' in tight areas. The pathway north of Taft Street will be as wide as the existing shoulder. It is not known if there are archeological resources because this is the first round of the project. The second round of the project does test holes if there is indication of archeological significance.

There were no further comments.

**MOTION by Elaine Sopchak, SECOND by Dan Kerin, to accept the Main Street Sidewalk Extension Scoping Study with potential for changes (lightning and retaining wall adjustment). VOTING: unanimous (4-0); motion carried.**

#### 4. Discussion with State Representatives on Rutland Town Resolution

Rep. Tim Jerman briefed the Trustees on legislative discussions on renewable energy, noting the following:

- For the past 10 years the infrastructure was being built for renewables and now projects are coming forward. Growth in the job sector is the fastest in solar (16,000 jobs in the last 10 years have been created). Vermont Tech offers a renewable energy major.
- The legislature has heard the sentiment that the citizens want input.
- Senate Natural Resources Committee wants town energy plans to coordinate with regional energy plans to coordinate with state energy plans. Senate and House both want to make a better process and have substantial deference for towns, though not veto power for towns.
- The energy goal of the current Administration is 90% renewables by 2050, but this is not statute. In statute is by Year 2017 there will be 55% renewables including Hydro-Quebec and 75% renewables by Year 2032.
- Green Mountain Power has a good plan for a mix of energy sources. Green Mountain Power is not interested in the windfarm in Swanton.
- The Public Service Board has rejected some projects.
- The legislature is aware that some areas of the state, such as Addison County, have more solar projects than other places.

George Tyler asked if wind or solar is a better investment. Tim Jerman said it takes more solar to meet the capacity of wind so wind is a better investment. The six cent add-on by Green Mountain Power was a business decision to allow the cost of electricity during peak load times to be lower and to avoid transmission costs. Projects have been rejected when not located near transmission lines. Decibel levels must be met with wind facilities. Some projects are too close to people.

Andrew Brown asked if there is any consideration of increasing the number of members on the Public Service Board. Rep. Jerman said the PSB is a quasi-judicial board and the members are thoroughly vetted. There has been suggestion of having the 248 process go to Act 250, but Act 250 is for 10 acres or greater so a wind installation on less than 10 acres would not require review. There are ways to get more Act 250 scrutiny in the Act 248 process.

Dan Kerin commented in 30 years solar panels will likely be obsolete due to new innovations and technology. There needs to be thoughtful development of solar farms and a return on the investment.

It was noted the village has one of the largest solar projects in the state on the Whitcomb Farm which has been a win-win situation. Both the village and town have energy sections in their respective municipal plans. There is an active energy committee in the village.

Following further discussion the consensus of the Board of Trustees is to take no action on the Rutland Town resolution at this time.

**4. OLD BUSINESS**

1. Bid Award for Multi-Use Safety Path  
Postponed.

2. Adopt FYE17 Proposed Budgets and Capital Programs

Pat Scheidel reviewed the proposed FYE17 budgets, noting the estimated tax rate for the General Fund budget is \$0.2269 which is a decrease of 4.1%. George Tyler noted the tax rate decrease is due to increase in the Grand List and savings realized with shared services with the town.

**MOTION by Elaine Sopchak, SECOND by Andrew Brown, to adopt the proposed FYE17 operating budgets and capital funds as follows:**

- **General Fund** \$3,953,074
- **Water Fund** \$3,808,008
- **Waste Water Treatment Fund** \$1,783,203
- **Sanitation Fund** \$ 472,184
- **General Fund Capital Reserve** \$ 145,467
- **Rolling Stock Fund** \$ 95,204
- **Water Fund Capital Reserve** \$ 166,903
- **WWTF Capital Reserve** \$ 127,457
- **Sanitation Fund Capital Reserve** \$ 198,468

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

**5. NEW BUSINESS**

1. Annual Meeting Warning

There was discussion of Article 3 on the warning pertaining to the one cent savings on the tax rate and application of the money for capital projects and/or economic development and/or community events in the village. Establishing a loan fund for public/private projects was mentioned. A policy will need to be in place for how to spend the money and the process before spending any money should include holding a meeting and getting public input. A question and answer sheet on Article 3 and the process to use the funds will be available at the village annual meeting.

**MOTION by Elaine Sopchak, SECOND by Andrew Brown, to approve the warning for the April 6, 2016 annual meeting. VOTING: unanimous (4-0); motion carried.**

2. Lighting on Pearl Street near CVE

Rick Hamlin briefly reviewed the history of the streetlights on Pearl Street to make Route 15 into the village more inviting and to attract businesses. The new lighting that was installed has a logic system that allows control of the number of lights that are turned on. Presently, the lights are set to run half and quarter, but this creates shadows and an unsafe situation. At this point half the lightbulbs have burned out giving the impression the village does not care about the area. The Bike/Walk Committee is requesting the lights be turned on. VTrans also indicated the lights need to be on per federal requirements because federal funding was used for the project.

The Trustees supported restoring the original street lighting configuration.

3. Approve/Sign 2016 Certificate of Highway Mileage

**MOTION by Andrew Brown, SECOND by Dan Kerin, to approve and sign the 2016 Certificate of Highway Mileage for 35.259 miles for the year ending 2/10/16.**

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

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

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

- February 23, 2016
- March 8, 2016
- March 22, 2016
- April 12, 2016

\*Special Events/Meetings

- February 16, 2016 @ 7 PM – Joint Meeting with Selectboard, Prudential Committee, and Trustees at EJRP Maple Street
- April 6, 2016 @ 6 PM – Annual Community Supper
- April 6, 2016 @ 7 PM – Annual Meeting
- April 12, 2016 – Australian Ballot Voting, 7 AM – 7 PM

2. Ad Hoc Committee

Two members have been appointed. Three more people will attend the 2/22/16 Essex Selectboard meeting for appointment to the committee.

3. Heart & Soul Newsletter

The newsletter will be sent electronically.

4. Finance Report

The monthly report from the Finance Department through January 2016 shows the village to be 1% ahead of the 6 month mark.

5. Office Closed 2/12/16

The village office will be closed for a few hours on 2/12/16 so staff can attend the memorial service for Glenn Morrissette.

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

1. Board Member Comments

- George Tyler reported on the meeting with the JOY group (Just Older Youth) to discuss shared services and redevelopment of the village center. There was also interest in having more senior housing in the village.

2. Reading File

- Minutes
  - Planning Commission 1/21/16

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- Letter from Vermont Department of Housing and Community Development re: Neighborhood Development Area Designation
  - 2015 ECOS Annual Report

**8. CONSENT AGENDA**

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

1. **Approve Minutes of Previous Meeting 1/26/16.**
2. **Expense Warrant #16027 dated 1/28/16 in the amount of \$33,454.53.**
3. **Banner Application for Vermont Quilt Festival 6/24-6/26/16.**
4. **Banner Application for Champlain Valley Exposition Events.**
5. **Street Closure Request for Little League Parade 4/30/16.**

**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 8:40 PM.

RScty: M.E.Riordan 