



**TRUSTEES SPECIAL MEETING**  
**WEDNESDAY, JUNE 22, 2016 AT 6:00 PM**  
**ALBERT D. LAWTON SCHOOL**  
**104 MAPLE STREET, ESSEX JUNCTION, VT 05452**

1. **CALL TO ORDER** [6:00 PM]
2. **JOINT MEETING WITH ESSEX SELECTBOARD AND PRUDENTIAL COMMITTEE**
  - a. Presentation of Recommendation by Recreation Governance Study Committee.
3. **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 Trustees**  
**Meeting Minutes June 22, 2016**

**Joint Meeting with the Recreation Study Committee, Prudential Committee,  
Village Trustees and Essex Selectboard**

Albert D. Lawton School Cafeteria  
104 Maple Street, Essex Junction, VT

**Present:**

From the Recreation Study Committee - Michael Smith, Raj Chawla, Lori Houghton, Kim Maiberger, Erika Baldassarro, Max Levy, Betzi Bilodeau, Theresa Fletcher, Jason DiRosa

From the Prudential Committee - Michael Smith, Marla Durham, Candace Morgan, Patrick Murray, and Jason DiRosa

From the Village Trustees - George Tyler, Dan Kerin, Elaine Sopchak, Andrew Brown, Lori Houghton

From the Selectboard - Irene Wrenner, Max Levy, Andy Watts

**Absent:**

From the Recreation Study Committee - Christine Packard

From the Selectboard - Michael Plageman, Susan Cook

**Administrators present:** Judith DeNova - CCSU, Patrick Scheidel – Village/Town, Brad Luck - EJRP, Ally Vile - ET Parks and Recreation.

**Others present:** Kim Kedzierski (minutes), Andrew Bolduc, Paul O'Brien - CCSU, Adam Sollace, Adriane Martin, Samantha Crocker, Greg Duggan, Harlan Smith, Kayhl Cooper, Craig B. Agricola, Dylan Giambatista, Randy Forguites, Diane Clemens, Lou Ann Pioli.

**Call to Order:**

This meeting is a joint meeting with the Recreation Governance Study Committee, Prudential Committee, Town of Essex Selectboard, and Essex Junction Village Trustees.

- Michael Smith, Chair of the Prudential Committee and member of the Recreation Governance Study Committee, called the meeting to order at 6:36 P.M.

- Max Levy, Chair of the Town of Essex Selectboard, called the meeting to order at 6:36 P.M.
- George Tyler, President of the Essex Junction Trustees, called the meeting to order at 6:36 P.M.

**Introductions:** Michael Smith asked the assembled members of the Recreation Governance Study Committee, Village Trustees, Essex Selectboard, and Prudential Committee to introduce themselves to each other and the audience.

**Visitors to be Heard:**

Lou Ann Pioli - Senior Coordinator - Essex Area Senior Center

- Lou Ann Pioli - Questioning if there will be a line item in the budget for Senior Services?

**Agenda additions or changes:** None

**Agenda**

Joint meeting with Essex Selectboard and Prudential Committee

Presentation of Recommendation by the Recreation Governance Study Committee

**RGSC Presentations with Q&A - Max Levy and Erika Baldasaro:**

The RGSC has created a Power Point presentation entitled, "Recreation Governance Study Committee". This Power Point is a presentation to the Selectboard, Trustees, Prudential Committee, and visitors. The presentation is an overview of the many hours of work done to get to the decision that is being presented today.

- **Slide 1 - 3: Why are we here?**
  - In November 2015, community members in EJSD, ETSD, U46 and Westford voted to consolidate school districts by July 1, 2017 - leaving EJRP without a governing body.
  - In March 2016, a 10 member study committee (both board and community representation) was formed to study recreation and explore all various options for potential restructure of the Village and Town recreation departments.
- **Slide 4: Governances Options Explored**
  - 14 governance models explored.
- **Slide 5: Let's Get Going**
  - Members agreed to meeting etiquette (i.e., on time, one speaker at a time, etc)
  - Members agreed to committee goals, to include:
    - Ensure that the current quality of recreation services are maintained or enhanced
    - Explore all avenues and entities before making a recommendation
    - Actively engage the community in the process and keep them informed by making information easily accessible.

- Keep the community's affordability in mind and ensure that the funding structure is fiscally responsible and will be supported by the public.
  - Reach a consensus on a final recommendation by the middle of June 2016.
- **Slide 6: RGSC Summary of Work**
  - RGSC held 7 (public) meetings between April 25 and June 22.
  - An informational webpage was created and was marketed to the community via Facebook and Front Porch Forum.
  - A community survey was done and 386 responses were gathered.
  - RGSC looked at 7 of the governance options carefully - variations include if the recreation departments stayed separate or combined.
- **Slide 7 and 8: Survey Results**
  - Survey asked 3 questions and 386 responses were gathered.
    - Recreation themes that matter most to you?
      - 38% year-round diversity, 25% variety of recreation facilities, 22% affordable and accessible, 20% maintenance
  - What do you want the committee to keep in mind?
    - 29% Program Affordability, 26% Program Accessibility, 25% Change (appreciation of current programs and fear of changes), 24% Program Quality, 23% Program Diversity
  - Most helpful ways of communication?
    - In order from most to least: Essex Reporter, Front Porch Forum, Facebook, Websites, Information shared at meetings, Informal face to face, Videos, Forums, Channel 17
- **Slide 9 to 14: Process of Elimination**
  - Option 1 - Non-Profit
    - Not chosen due to concerns of ability to borrow funds, non-profit accountability to taxpayers, oversight of tax dollars supporting a non-public department
  - Option 2 - Interlocal contract - an agreement between existing municipalities to perform a governmental service, activity or undertaking
    - Not chosen due to concerns of funding being compromised by other municipal needs, lack of community vote, not a permanent solution, confusion of joint oversight by 2 boards
  - Option 3 - Village Municipality
    - Not chosen due to concerns that it's not a permanent solution, funding being compromised by other municipal needs, Parks and Rec budget not a separate article
  - Option 4 - Town Municipality
    - Not chosen due to concerns that funding would be compromised by other municipal needs, Parks and Recreation budget not a separate article
  - Option 5 - Essex Westford Unified Union School District



- August 10 - December 13: Publish community info, spread the word, created public outreach campaign, and implement public outreach strategies
- **Slide 23: Recreation Governance Transition Team**
  - The transition team will convene for a one hour meeting to learn about new governance model and timeline, to brainstorm additional questions to be addressed, and have questions answered about the process. Then, the co-chairs will work with different sub-groups on an as needed basis to address the relevant issues.
- **Slide 24 and 25: Transition team areas to address and Items to be Determined**
  - Timeline: June 22 to December 13, 2016
  - Exhaustive list includes (but not limited to): organizational structures, job descriptions, budget, IT, HR functions, maintenance, school use, EJRP debt relief, etc.
  - Items yet to be determined are: Prudential Committee (preschool resolution, etc.), Village Trustees (park property, etc.), Selectboard (park property, etc.)
- **Slide 26 to 28: Next Steps - Draft Timeline**
  - Starting in July 2016 - RGSC prepares agreement for the formation of the district through 1-3 work sessions. Major areas: purpose, composition, election, terms, budget vote, etc.
  - July 25 - District agreement filed with Trustees, Selectboard, Planning Commission, Town
  - August 2016 - District agreement presented to Selectboard (8/1), UU Board (8/1), Trustees (8/9), Prudential Committee (TBD)
  - August 10 - District agreement approved by RGSC - RGSC dissolves
  - August 11 - District agreement submitted to VT Attorney General
  - October 8 - Petitions available for candidates to the Recreation District Council
  - November 7 - Petitions due
  - November - Selectboard (11/7), Trustees (11/8) warn special meeting for December 13 for the voters to vote on District agreement and elect council
  - November 23 - Absentee ballots available
  - December 13 - District agreement is submitted to voters for approval by Australian ballot at special meeting and vote for Recreation District Council
  - January 13, 2017 - District agreement is submitted to VT Legislature for approval
  - January 2017 - New Recreation District Council takes seats
  - April 11, 2017 - Recreation District budget vote
  - May 2017 - District Agreement approved by VT Legislature and signed by Governor
  - July 1, 2017 - Union Municipal District commences
  - TBD:
    - Trustees and Selectboard land conveyance decision and timeline
    - PC to convey assets/buildings/improvements
    - SB & PC resolution to transfer assets, capital account monies, equipment, etc.
    - Addressing the bond debt for EJRP

- **Slide 29 to 34 - Top 5 FAQ's - DRAFT**
  - Work in progress. Will answer the following:
    - Why is it better to form a new recreation district than to follow a similar path to other village/town service consolidations?
    - What will be the tax implications of forming a new recreation district?
    - Will forming a new recreation district reduce expenses at all?
    - Are there examples of other union municipal districts? Are any related to recreation?
    - If the Village is subset of the Town, which entities are actually forming the new recreation district?

## Questions & Answers

- Why vote on December 13? Why not vote in general election in November?
  - There are challenges with voting in general election in November 2016 due to:
    - Federal election
    - Absentee ballots timelines are different for local election
    - Folks could in theory get federal absentee ballots but not local election ballots
    - Deemed impossible by town clerk
    - If not December - then the next available vote date would be March 2017. A major issue would be budgets which start well before March
    - After a meeting with town clerk, it was deemed impossible to hold the Recreation vote in November. The Secretary of State was also consulted and it is confirmed that a November vote is impossible.
- Are you doing articles of agreement like what was done in the RED study? (Marla Durham)
  - Per Brad Luck, yes, the work group will be tackling that.
- Is there going to be a deadline if one of the municipalities wants to pull something out (land)? (Marla Durham)
  - Per Andrew Bolduc, no.
- In a district like this, what's the oversight?
  - Elected board. Rec governance committee will decide how many and from where, etc.
- When a new municipality is formed, normally the Legislature approves, with this only the attorney general needs to approve?
  - Per Andrew, this type is a little different, however, it has been recommended that we submit to Legislature as well as the Attorney General
- Will you base representation upon population or just open to everyone? (Marla Durham)
  - Per Brad, that is up for discussion
- Does all the work to be done by the transition team need to be done by July 25th? All the nuts and bolts, for example, property transfers, won't be done yet. (George Tyler)

- Andrew Bolduc states that because we are forming a new entity, don't need to deal with land transfers as of yet.
- Brad Luck states that there are a lot of parts. The public will be provided with as much info and intentions before Dec. 13. For example, the Village owns the three parks - they will have to decide on conveyance.
- Transition team - starting now (Brad). How the new consolidated district will process payroll for example, is info needed now. There will be a communications team to get that info out to the public.

### **Issues**

Michael Smith, Chair of the Prudential Committee and member of the Recreation Governance Study Committee, called for the Village Trustees to discuss any issues.

George Tyler, President of the Essex Junction Trustees, reports no issues to be discussed.

### **Adjourn**

Motion to adjourn by Elaine Sopchak, second by Dan Kerin. Motion passed. Trustees adjourn at 8:15 p.m.

*Respectfully Submitted By,  
Kimberly Kedzierski*