



TRUSTEES MEETING NOTICE & AGENDA
WEDNESDAY, DECEMBER 20, 2017 at 8:15 AM
LINCOLN HALL MEETING ROOM, 2 LINCOLN STREET

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [8:15 AM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **GUESTS, PRESENTATIONS AND PUBLIC HEARINGS**
 - a. Comments from Public on Items Not on Agenda
5. **FYE 19 BUDGET WORK SESSION**
6. **OLD BUSINESS**
 - a. Tax Stabilization Agreement for 4 Pearl Street – Lauren Morriseau
7. **CONSENT AGENDA**
 - a. Expense Warrant #17075 dated 12/15/17 in the amount of \$101,167.22
8. **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
DECEMBER 20, 2017**

MEMBERS PRESENT: George Tyler (Village President), Elaine Sopchak (Vice President), Dan Kerin, Andrew Brown and Lori Houghton.
ADMINISTRATION: Patrick Scheidel, Municipal Manager; Lauren Morrisseau, Assistant Manager and Finance Director.
OTHERS PRESENT: Rick Jones, James Jutras, Robin Pierce, Chris Gaboriault, Brad Luck, Dennis Lutz, Lou Ann Pioli, Wendy Hysko, Dorothy Bergendahl, Linda Costello, Hannah Tracy, Susan Pierce and Julia Rigsby.

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

George Tyler called the meeting to order at 8:15 a.m. and led the assemblage in the Pledge of Allegiance.

2. AGENDA ADDITIONS/CHANGES

Add:

- Memo from Lauren Morrisseau and tax stabilization agreement for 4 Pearl St. under Old Business.
- Minutes of 12/12/17 Trustees meeting to the Consent Agenda.
- Letter from Amtrak requesting permission to work in the Village right-of-way for ADA compliance work to the Reading File.

MOTION by Dan Kerin, SECOND by Lori Houghton to approve the agenda as amended.

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

3. FYE 19 BUDGET WORK SESSION

Pat Scheidel and Lauren Morrisseau presented the proposed budget in its entirety to the Trustees, followed by a series of meetings with department heads. The budget will be presented to the Trustees for final review on January 9, 2018 and move to public hearing on January 23, 2018.

4. OLD BUSINESS

a. Tax Stabilization Agreement for 4 Pearl Street

Lauren Morrisseau distributed an informational memo and the tax stabilization agreement for 4 Pearl Street. The Trustees had signed a letter of commitment for tax stabilization on 1/24/17 and the owner provided the documentation required to proceed with an agreement from FYE 19 through FYE 21.

MOTION by Andrew Brown, SECOND by Lori Houghton, to approve the tax stabilization agreement for 4 Pearl Street effective 7/1/18. VOTING: 4-0 with one abstention; motion carried.

5. READING FILE

a. Letter from Amtrak requesting permission to work in the Village right-of-way for ADA compliance work.

6. CONSENT AGENDA

- a. Expense Warrant #17075 dated 12/15/17 in the amount of \$101,167.22

MOTION by Elaine Sopchak, SECOND by Dan Kerin, to approve the consent agenda. VOTING: unanimous (5-0); motion carried.

7. ADJOURN

The meeting was adjourned at 2:50 p.m.

Minutes respectfully submitted by Lauren Morriseau, Assistant Manager/Finance Director