TRUSTEES MEETING NOTICE & AGENDA
WEDNESDAY, APRIL 25, 2018 at 7:00 PM
81 MAIN STREET, ESSEX JUNCTION, VT 05452

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG [7:00 PM]

2. AGENDA ADDITIONS/CHANGES

3. APPROVE AGENDA

4. GUESTS, PRESENTATIONS AND PUBLIC HEARINGS
   a. Comments from Public on Items Not on Agenda

5. JOINT MEETING WITH ESSEX SELECTBOARD
   a. *Manager’s Personnel Updates – Evan Teich
   b. Presentation of staff work plan for consolidation and alignment – Evan Teich
   c. Trustees and Selectboard work plan for consolidation and alignment – Evan Teich
   d. Goals and process for annual joint evaluation of Unified Manager – Evan Teich

6. CONSENT AGENDA
   a. Radar list of joint Selectboard and Trustee work items

7. EXECUTIVE SESSION
   a. *An executive session may be requested for evaluation of a public official

8. 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 TRUSTEES
TOWN OF ESSEX SELECTBOARD

SPECIAL JOINT MEETING MINUTES
April 25, 2018

BOARD OF TRUSTEES: George Tyler, Village President, Dan Kerin, Elaine Sopchak, Andrew Brown, Lori Houghton.

SELECTBOARD: Max Levy, Chair, Michael Plageman, Irene Wrenner, Andrew Watts, Elaine Sopchak.

OTHERS PRESENT: Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Lauren Morriseau, Finance Director; Christopher Stoneman; Vincent Dober; Jerry Fox; Dawn Hill-Fleury; Marie Froeschl; Margaret Smith; Terry Stein; Marybeth Redmond; Diane Clemens; Jim Bernegger; Mary Lou Hurley; Betsy Dunn; Bruce and Mary Post; Barbara Higgins; Harold Lewis; Yvonne Jarvis; Colin Flanders, Essex Reporter.

Mr. Levy called the Selectboard (SB) meeting to order at 7:00 p.m. Mr. Tyler called the Board of Trustees (BT) meeting to order at 7:00 p.m.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mr. Levy invited those present to join him in reciting the “Pledge of Allegiance.”

AGENDA ADDITIONS/CHANGES

A memorandum from Max Levy and George Tyler dated April 2, 2018 to the Selectboard and Trustees regarding Documents for Our Next Joint Meeting.

APPROVAL AGENDA

MICHAEL PLAGEMAN MOVED AND IRENE WRENNER SECONDED A MOTION TO APPROVE THE AMENDED AGENDA. THE MOTION PASSED 5-0.

PUBLIC TO BE HEARD

Ms. Marybeth Redmond from the Vermont Commission on Women (VCW) explained that the VCW is distributing a statewide survey on behalf of girls and women in Vermont. The goal of the survey is to determine the economic issues for women and girls, who experience a lot of economic insecurity. She asked that the SB help to spread the word about this survey as they are looking for as much information as possible. The VCW would like to reach the more underserved population of women and girls and reported that, in the responses so far, the VCW has learned that there are immense challenges for elderly women. She gave the SB a copy of the survey.

Ms. Marie Froeschl urged the SB to have equal representation for charter changes, and she finds it unethical to not have equal representation in this forum.
Mr. Jerry Fox stated that he had no problem with Ms. Sopchak serving on both boards. He cautioned her to tread carefully when there are opposing views between the Boards. He was concerned that there was not equal representation on the Essex/Westford School District Board (EWSB).

Ms. Diane Clemens, member of the EWSB, clarified that there is appropriate representation from the former entities. There are two representatives from Westford, four representatives from the Chittenden County Supervisory Union and four representatives from the Essex Town School District. She stated that the intent still remains to have this fair representation, and she invites the public to attend their meetings twice a month on Tuesdays.

Ms. Wrenner urged the SB to look at the unequal representation between the Town outside the Village (TOV) and the Town inside the Village (TIV) with regard to municipal governance. She stated that this disparity has not been addressed as they move forward with joint discussions. She presented a petition with 280 signatures and asked that this petition be put on a future agenda for discussion.

Ms. Terry Stein asked if there was equal representation on the EWSB, and the reply was, yes. She asked where the breakdown was with regard to the perception of a lack of representation on the EWSB. Why did one half of the Town think it doesn't have representation on the EWSB? Mr. Levy wasn't sure, and Mr. Tyler thought that it might be due to a concern regarding the future elections for the EWSB, which could cause a change in the structure of the board. The second reason for the confusion could be a separate issue regarding consolidation discussions between the BT and the SB and a difference on how to approach that issue. He added that the municipal governments have nothing to do with the schools. Ms. Stein requested that, if this petition is being discussed at a later agenda, to make sure that the elections will still be based on fair representation. Mr. Levy understood that there is nothing in place today in the legislation that wants to change that representation. Mr. Watts asked what the petition was asking. Mr. Teich read the following:

"State of Vermont Chittenden County, we, the undersigned legal voters of the Town of Essex hereby call on the Selectboard to
1) Study current representation imbalances that are inherit in some school and municipal frames
2) Acknowledge instances of inequitable representation
3) Work to reform archaic incomplete and/or inadequate government structures in order to provide, for example Town outside the Village voters an independent voice in school and municipal manners on par with their Town inside the Village counterparts
4) Make this a priority"

Mr. Levy stated that they will place this on a future agenda for a complete discussion.

Ms. Wrenner clarified that the SB warned the school vote this year, which she understood has never been done before. As a result, the TIV residents got to vote on the seat that had formerly been set aside for TOV residents. Additionally, if anyone had been interested in running for that seat, they could have. This is the "hiccups" they face this year and will face in the future unless something changes locally or at the state level, which has not been addressed yet.

Ms. Clemens confirmed for Ms. Betsy Dunn that the TOV has four guaranteed seats on the EWSB, Westford has two guaranteed seats and the TIV has 4 guaranteed seats. Ms. Sopchak further elaborated on the legislation being referred to by Ms. Wrenner. She explained that at the last SB meeting, Ms.
Martha Heath explained that because there was an error discovered in the legislation, the Town had to warn the election this year. She stated that it was a one-time situation and that the Legislature is working to fix that problem. The SB cannot fix that problem, and if all goes as expected at the Legislature, it will not happen again. The intent is for the EWSB to warn its own elections in the future.

Ms. Barbara Higgins asked how the voting will work with Ms. Sopchak on both boards. Ms. Sopchak replied that, technically, there is never a time both boards vote together so her vote will not count twice, and philosophically, she pledged to have as much integrity as possible to serve the entire community.

Ms. Higgins asked if she would be recusing herself if there are opposing views between the boards. Ms. Sopchak replied that she will recuse herself per the Town policy, which states that a recusal is appropriate if a member will personally benefit from any decision.

Ms. Betsy Dunn asked why there were minutes that did not disclose member names with their comments. Mr. Levy explained that those were not minutes, but a survey sent to the members on their thoughts on how to continue the governance conversation.

Ms. Wrenner added that the language from S.257 is being worked on to be effective next year, so she didn’t think they would see a vote on this language before the end of the session. Ms. Houghton explained that a vote can occur as early as January of next year and it can be made effective immediately.

Ms. Marylou Hurley appreciates the discussion, but personally, she is not going to be able to feel comfortable as long as this situation exists.

**JOINT MEETING WITH ESSEX SELECTBOARD**

**Manager's Personnel Updates – Evan Teich**

The issue is informing the SB and BT about personnel matters. Members decided that there was no need to enter Executive Session for this issue.

Mr. Teich reviewed his memorandum dated April 20, 2018 regarding Personnel Updates with the members. Some of the highlights in Mr. Teich's memorandum include Mr. Travis Sabataso moving from his position as Town's Administrative Assistant/Human Resource Coordinator to Human Resource Director for the Town and the Village. A new position of Assistant to the Manager will be advertised and will include communication responsibilities and back-up minute taking as well as review of the minutes. This position will have a salary range of $51,300 to $54,150 and will be shared with the Town and the Village. Additionally, Ms. Patty Benoit, Administrative Assistant for the Village will retire in October, 2018 and Mr. Randy Viens, Town Assessor, will retire in December of 2018.

Mr. Teich clarified for Mr. Levy that the new Assistant to the Manager position would be cost neutral to start. There is still an extra half position in reserve that will not be filled right now. Ms. Sopchak was delighted to hear of a communications position. Mr. Teich added that the position won’t start until September.

Ms. Wrenner asked about the search for a new Assessor, and Mr. Teich replied that he has not begun that process yet.
Mr. Watts asked that the new job descriptions include language that states both the Town and Village, and Mr. Teich agreed.

**Presentation of Staff Work Plan for Consolidation and Alignment – Evan Teich**

Mr. Tyler introduced the issue of informing the SB and BT about the staff work plan for consolidation and alignment. Mr. Bruce Post stated “Point of Order.” He wondered if the SB meeting was over and questioned the blending of the meeting on this issue as it had always been separate in the past. Mr. Levy confirmed for Mr. Post that this was a joint meeting, and they initially called to order the SB and BT meetings and the SB and BT are both going to be adjourned separately at the end.

Mr. Teich reviewed his memorandum dated April 20, 2018 to the BT and SB. The memorandum summarized the work done to date and outlined a plan for moving forward with future consolidation. He discussed the creation of an Alignment Group that included staff from both the Town and the Village, a proposed staff work plan and questions to answer and issues to consider. He provided an example of efficiency that just occurred in the Public Works Department that saved the Village $70,000 since they could go out to bid as one department. More street work can be accomplished, which is the intent of the memorandum of understanding and benefits the entire Town and businesses. Mr. Teich also discussed the message he is receiving from staff, which is that they would like to see more team building and succession planning as well as being part of committee meetings. Mr. Levy thought this aligned well with feedback from Town Committee members who would like more communication and coordination with staff.

With regard to aligning the budget, Ms. Morrisseau stated that she is starting to align the budgets so that the processes are the same and the line items are reflected in the same way. She agreed with Mr. Levy that the intent is to work towards what is best practice. On that same note, Mr. Teich reported that another message he hears from the staff is that they would like to approach the future as seeking and defining the “best way” rather than a “Village way” or a “Town way.” Mr. Teich stated that everything is done through policy, and Mr. Tyler emphasized that the process for policy changes includes changes being vetted by the staff, by the Boards through a public process and then voted on separately by each Board. Mr. Levy agreed that there were checks and balances in the process.

Mr. Kerin added that when they are adopting similar policies, it is necessary to remember that there are union agreements and contractual agreements that would not be changed at this time. Mr. Teich stated that the Town will be talking with associations about aligning the terms of the contracts with employee manuals so it is not operating on five separate documents.

Ms. Wrenner encouraged Mr. Teich to get feedback from employees on all different levels and not just the management. With regard to the Fire Departments, for example, the volunteers need to have input and be heard because without them, there is no fire department. She thought that a lot of opportunities for improvements may be teased out by talking to different people. Mr. Teich thought that was a good point. He reported that staff has been asking about using best practice and paying attention to more of the culture of the organization. He has received feedback that the staff would like to meet other people in the organization that they would not normally work with on a day to day basis so that they can be more of a team and a family and not just a collection of people who don’t know each other.

With regard to the Fire Departments, Mr. Tyler noted that he has had the same conversation with Mr.
Teich because there can’t be policy changes that drive away the volunteers. He suggested that, for alignment decisions that may impact service delivery, staff involve the SB and the BT at the ground level so it gives the public that extra level of assurance and brings some public perspective and oversight to the process.

Ms. Wrenner wanted to make sure there was someone on staff making sure the Town is not missing out on what is going on outside of this alignment focus. Mr. Teich agreed, and Mr. Duggan pointed out that staff is very active regionally and state-wide through the Regional Planning Commission, State-wide stormwater efforts, community development practices and meetings with other managers.

Mr. Brown stated that it was great to hear that staff values team building, finding the “best way” as opposed to the “Village way” or “Town way” and having flexibility and a willingness to work together.

With regard to the timeline for alignment and charter changes, he suggested looking at the election of 2020, during which there would be greater voter turnout, and Mr. Teich agreed.

With regard to the Alignment Group, Ms. Wrenner suggested including members with institutional knowledge who may know what hasn’t worked in the past. Mr. Teich agreed and noted that people will be added as needed.

**Board of Trustees and Selectboard Work Plan for Consolidation and Alignment – Evan Teich**

The issue is for the SB and Trustees to discuss consolidation and governance and agree to a work plan.

With regard to Board Member Thoughts on How to Continue Governance Conversation, Mr. Tyler stated that he was “Member D,” Ms. Houghton stated that she was “Member A” and Mr. Levy stated that he was “Member B.”

Mr. Tyler suggested hearing from each member on their thoughts with this issue, and members agreed.

Ms. Houghton expressed that the most immediate step for her is to address the issue of tax equity because if it didn’t get tackled, then things might remain in the status quo. She would like to see everyone in Essex paying the same taxes. She also would like to learn sooner than later if a full consolidation is not going to happen so that the Trustees can move to other important matters. If that is the case, the Town and Village could continue to work on joint communications and improving what is already consolidated.

Ms. Sopchak agreed with Ms. Houghton, but was interested in moving slow and deliberative with consolidating departments. She felt working with smaller chunks would be better and would address the tax equity issue along the way. She suggested starting with the Public Works Department. She also felt they should revisit the way Heart and Soul provided outreach to the community as a way to engage the community since that was so successful. Ms. Houghton thought that the departments left to consolidate are really difficult. She reported that Heart and Soul is technically dormant, but that they still meet and have a plan to resurrect their efforts soon.

Mr. Watts asked to add “assets” and “libraries” to the list of Areas that May Require outside Consultation. He disclosed that his wife is a Library Trustee for the Essex Free Library. He understood that the libraries may have different regulations to follow through the State Department of Libraries and that the Boards may need some assistance to understand how those affect any consolidation effort.
With regard to tax equity, he noted that it is not a 50/50 share, and he wants to know what the Village taxpayers get from the taxes they pay to the Town. He also noted that, should that Village $3.4 million in taxes be added to the Town budget, it would mean a 13 cent increase to the tax rate for the Town outside the Village residents, which is “big to swallow.” He suggested looking at an incremental increase so it is not such a hardship. With regard to Thoughtful Growth in Action, he wondered about moving things forward and suggested that may be a good place to start. With regard to the Recreation Departments, he stated that it was a large chunk of the difference in tax rates between the Town and the Village and thought the consolidation plan from the department heads should be looked at soon.

Mr. Tyler believes that the Village is sharing responsibility with the Town government for providing services to the entire community, but it is not being compensated for its share. All the services the Village provides are services that the Town would need to provide if the Village didn’t exist. Village residents are the only ones being taxed to provide its portion of those services, but people in the Village are sharing the responsibility of what the Town provides. As a result, he thought it was important to start with a grounded understanding of the funding structure and asked Ms. Wrenner if she saw any problem with his statements.

Ms. Wrenner replied that she would counter that the same thing is happening to TOV residents with no representation. She gave an example of how the Town Highway Department is paving inside and outside the Village, but has no Board appropriately managing Village policies. She thought this needed to be revisited because it is a “chicken and egg thing.” She stated that if we go forward, we need to get buy-in from the 11,000 residents (TOV) by affording them equal representation equivalent to the TIV. Then there could be conversations around a table with equivalent strength on each side. She suggested considering the idea, last year, of a cultural district for the Village Recreation Department and Brownell Library, which have much more in common than the two different philosophies, backgrounds and locations of the two libraries. Ms. Wrenner would like the members to be broad in thinking about the meaning of consolidation. Mr. Tyler, in that scenario, asked Ms. Wrenner if she would look to do a similar thing in the Town with the Recreation Department and Essex Free Library, so there is an adjusted tax rate in the Village and the Town or for the Village to have a cultural district, but continue to support the mirror entities in the Town. Ms. Wrenner did not think it was her decision, but wanted representatives from TIV and TOV to hammer that out. She stated that, right now, having a SB that has the big picture view only doesn’t help anyone hammer out those compromises and is inappropriate.

Ms. Sopchak was confused about the “chicken and egg” comment. She was hearing that there are solutions to the problems, but not until the SB solves the TOV problem and asked if that was accurate. Ms. Wrenner thought that was one way to look at it, but it might be a legislative issue for the Town Attorney and staff to address. Ms. Sopchak thought that was what the Boards and staff are already doing. She referred to the meeting on March 24th when the public told them to change how they were doing things and to move forward, which is what they are trying to do right now. She stated that this is not some capricious set up that the SB decided to do. It is State Statute, and they are working with a charter that is V.S.A. annotated and not something they can just fix. Ms. Sopchak did not think that the fixes Ms. Wrenner is proposing are any different than the proposed fixes from everybody else at the table. Ms. Wrenner understood that with consolidation of services, the Village tax rate has decreased, but she has never heard that this is helping the representation issue get fixed. She recalled that some of the “hiccups” and frustration from past merger efforts is that the Town has not had adequate representation and that will continue if we don’t work out ways that are fair to everybody. Ms. Sopchak stated that the Boards have been talking about representation at every meeting the last several months.
and asked, “Why don’t we just focus on the future and get it done?”

Mr. Watts reiterated that he represents the TOV residents and resents being told that he doesn’t. Mr. Levy agreed that all selectman represent the entire community regardless of where the members live in the Town.

Mr. Plageman agreed with Ms. Sopchak. He did not understand the argument and agreed with Mr. Watts. He lives in the Village and serves on the SB, which he considers a privilege. He hasn’t heard anybody in six years say that his opinions are slanted one way or the other. It’s always been what is best for Essex. He is tired of listening to this and thought they should move on and get the work done. He thought tax equity and governance representation were the top two issues, but did not know which one should come first and if they should be addressed together or separately. He agreed with Ms. Houghton and Mr. Watts that there are tax inequities to deal with and need to be addressed and agreed with Ms. Houghton that they have “picked the low hanging fruit.” The rest won’t be quite as simple. Ms. Houghton commented that, based on the past, the two issues need to be tackled at the same time and be a parallel discussion.

Mr. Kerin advocates getting this message out to the public so that the public is not lacking for knowledge and understanding of any of these issues.

Mr. Tyler stated that any consolidation efforts should not hit the TOV with a large tax increase all at once, which would be a huge impact to those taxpayers. He would rather see this consolidation effort as something with overwhelming support from both municipalities. He believed that the process of what and how needs to be discussed and modified. He suggested that the members provide a list of ways to proceed so they can determine which ones overlap.

Mr. Brown agreed with the sentiment that it is not the “Village way” or the “Town way,” but the “best way.” He felt that the discussion on taxation and representation has to be a parallel process and suggested that the members look at the end goals to this process, be transparent about what they are doing and where they would like to see this effort go.

Mr. Tyler also thought they should ask “what is the end goal?” Mr. Levy agreed that they needed to define the end game and how they know when they’ve arrived. He believed in a sustainable community by working together and didn’t think it was insurmountable. He suggested looking at this issue into the future by 20 to 30 years to see if they are going to be in a better place. He suggested getting rid of the memorandum of understandings, changing the charter and getting the public involved. He believed in not a positive vote, but an expected positive vote because it was an effort by the public and something the residents want.

Ms. Higgins asked that each member be clear with their thoughts so that when they say “tax equity” or “consolidation,” it is clearly defined.

Each member took a turn explaining how each saw the end goal.

Ms. Sopchak’s end goal was one single community/municipality, one board, one budget, one set of staff and one day of voting, which included the school vote and a school and Town meeting before the vote.

Mr. Brown's end goal was the same as Ms. Sopchak's with one municipality, one board with equal
representation and a vote aligned with the school vote. He was not sure yet how the one board would be structured.

Mr. Plageman’s end goal was the same as Ms. Sopchak and Mr. Brown’s, but he wanted to add that he favored the Hybrid Model for Town Meeting and the vote. He was in favor of keeping Town Meeting. He was also not sure yet of how the one board would be structured.

Mr. Tyler’s end goal was a consolidated community. He saw two charters for the first few years, which could provide a mechanism to solve tax equity and adjust it slowly. He favored voting districts so that no one part of the community dominates the other. He was basically in agreement with the comments so far.

Mr. Levy’s end goal was a single sustainable community with one tax rate for all, one governing board with districts, if that makes sense. He has heard from the community that it was time to put the budget on Australian ballot.

Ms. Houghton’s end goal was one community, one budget, one board with a representative structure, one vote using the Hybrid Model for Town Meeting, one economic development commission, one tax rate for all and a brand new charter, starting fresh. She would like to see Essex respected in the State for all that it has to offer.

Ms. Wrenner’s end goal was in agreement with other members and to have one board. She thought that the at-large representation on the board is problematic so that working groups may be needed in its formative period. She also wanted a different date for the school vote because right after school vacation is not optimal.

Mr. Kerin’s end goal was in agreement with everything said, but with one board doing things together and that the process be at a faster pace than more slowly. He also saw preserving the Village Five Corners as an Historic Center.

Mr. Watts’ end goal is a single community, single board that is responsive to all the community and a co-mingling of ballots (sooner than later) so people can’t see how each municipality voted.

Mr. Jerry Fox talked about how he saw the community being the most divisive ever when the high school was being merged. He suggested that the SB and BT have committees for each of the departments, such as libraries, recreation and public works, that would report to the Boards. He felt that more manpower was needed if they want to move faster and be successful.

Mr. Bruce Post felt that the revote in 2006 taught us to learn to do things together, and he recalled hearing that, if the Town and Village can learn to do things together over the assuming years, then it would be easier to merge later on. He has not kept up with the consolidation efforts to date, the cost implications and the savings, but noted that usually a merger results in some efficiencies. He suggested using the word “municipality” instead of “community.” He didn’t think this effort needed to take all that long and encouraged the SB and BT to make up their minds. He also suggested using the work from the Essex Governance Group (EGG), which had recommendations with a lot of good ideas and results from citizen surveys. With regard to a new charter, he was opposed to carving out a special district in the Village. If they are talking one municipality, then it should be one municipality. He would,
however, favor districts.

Ms. Mary Post urged the Boards to involve the public, which needs to know what is being talked about. She hopes that things will change because sometimes the discussions can be so vague and many of them that used to go to meetings had felt that they were treated as if their voice didn’t matter. If they all get involved again, she hoped it would be in a really positive, honest way. Even if she didn’t get what she wanted, Ms. Post hoped to feel heard and respected.

Ms. Dunn didn’t think the Boards needed to start with a new charter from scratch as town charters are looked at regularly at the Legislature, and Essex could use those as models for its new charter. She favored one charter and thought the Boards should “jump in” and just do it. She didn’t think what they named areas of the Town was important, and she was in favor of a hybrid model for Town Meeting and has heard from residents that they favor Australian ballot for the budget. She was also in favor of one vote and thought they could get this done quickly. She suggested using ad-hoc committees as there was so much expertise to utilize in our community and didn’t think that would slow down the process.

Mr. Jim Bernegger has been involved with the Economic Development Commission for the past 18 months and is a newcomer to the Town. He has taken a single entity and external approach with his work as a volunteer and is encouraged by tonight’s discussion. He hears a single point of view, which is what he feels the members are charged to do. He stated that Essex is competing for a lot of resources, so a more united approach is essential.

Mr. Tyler suggested that members put in writing their end goals as the next step. Members further deliberated, and Mr. Tyler felt that it would be important to have a theoretical model and process to put before the public for a focus and a discussion.

Mr. Brown recalled governance models being presented at a past meeting and suggested bringing those back and doing a dry-erase board exercise at the next joint meeting.

Mr. Plageman was not quite ready to discuss having committees as he felt it was too early in the process.

Ms. Houghton suggested that each member submit their top three issues to be tackled and a list of potential committees with department heads to tackle them and then just start working.

Ms. Wrenner suggested setting up a doodle for more joint meetings. She thought they could be monthly as long as they were productive. She also wanted representation as a priority on committees.

Mr. Kerin agreed, but was concerned about getting the message out to the public as he was surprised that there was no coverage in the Essex Reporter on the joint meeting on March 24th. It was noted that press releases need to happen to ensure something goes into the Essex Reporter. He also added that just because you don’t get what you want, doesn’t mean you weren’t listened to, it just means you didn’t get what you want.

Mr. Watts expressed that democracy was designed to run slowly so adding meetings might not be helpful. He suggested that members add comments in writing on the proposed work plan and comments on what issues they need extra help with. Mr. Watts may not be available to attend additional meetings
as his work is involving more travel.

Mr. Teich thought that more meetings would work in this case to keep the momentum going as well as the camaraderie presented tonight, which is so important. He suggested each member comment on the definitions as well so they are understanding the meanings in the same way.

Mr. Tyler synthesized the discussion thus far with the following highlights, and Mr. Levy agreed:

1. hold another joint meeting soon that is dedicated to this issue
2. members provide comments on the work plan
3. comments about committees
4. comments on where outside expertise is needed
5. comments on solutions for governance and representation
6. first three priorities of tasks to accomplish
7. comments on the definitions

Mr. Tyler and Mr. Levy agreed to provide a summary and reminder memorandum to the members with a due date for comments. Mr. Teich agreed that staff would summarize the common end goals as well and then summarize the comments from each member for discussion at the next meeting. Staff will put out a doodle to determine the next joint meeting date and then proceed with future meetings as needed in order to keep the momentum moving forward in this collaborative way.

**Goals and Process for Annual, Joint Evaluation of Unified Manager – Evan Teich**

Ms. Wrenner suggested tabling this issue due to the late hour, and members agreed. Mr. Teich asked that this topic be discussed as a priority at the next joint meeting, and members agreed.

IRENE WRENNER MOVED AND MICHAEL PLAGEMAN SECONDED A MOTION TO TABLE THIS DISCUSSION. THE MOTION PASSED 5-0.

GEORGE TYLER MOVED AND ANDREW BROWN SECONDED A MOTION TO TABLE THIS DISCUSSION. THE MOTION PASSED 5-0.

GEORGE TYLER MOVED AND LORI HOUGHTON SECONDED A MOTION TO APPROVE THE CONSENT AGENDA WITH TRUSTEE MEMBER COMMENTS.

**CONSENT ITEMS**
a. Radar List of Joint Selectboard and Trustee Work Items

There were no comments on the Consent Agenda.

THE MOTION PASSED 5-0.

ANDREW BROWN MOVED AND DANIEL KERIN SECONDED A MOTION TO ADJOURN AT 10:00 P.M. THE MOTION PASSED 5-0.

Respectfully submitted,

Saramichelle Stultz, Recording Secretary