

**LIST OF AGENDA ADDITIONS AND HANDOUTS**  
**VILLAGE OF ESSEX JUNCTION REGULAR MEETING AGENDA**  
**SEPTEMBER 10, 2019**

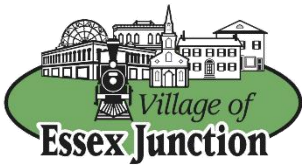
AGENDA ADDITIONS/CHANGES

5d. Approve Order to void and rescind the Decision and Order and the Notice of Survey both dated July 17, 2019

5e. Authorize Board of Trustees Chair and Unified Manager to execute agreements related to Crescent Connector Project

ADDITIONAL HANDOUTS

5a. Presentation of CCRPC annual report



**VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
REGULAR MEETING AGENDA**

2 Lincoln Street  
Essex Junction, VT 05452  
**Tuesday, September 10, 2019**  
**6:30 PM**

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1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG** [6:30 PM]
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
  - a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
  - a. Presentation of Chittenden County Regional Planning Commission annual report – Charlie Baker
  - b. Review of grant application for re-location of the Burlington rail yard—Charlie Baker
  - c. Approve purchase of landscape barriers at new Firebird Café location
6. **CONSENT ITEMS**
  - a. Consider ordinance waivers for October 4<sup>th</sup> Essex High School Homecoming
  - b. Consider request to Close or Obstruct a Street for Hawthorn Circle Annual Block party
  - c. Approve minutes: August 27, 2019
  - d. Check Warrants #17162—08/30/19; #17163—09/06/19
7. **READING FILE**
  - a. Board Member Comments
  - b. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
  - a. An executive session is anticipated to discuss a personnel matter
9. **ADJOURN**

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Certification: 09/06/2019

Date Posted

  
Initials

**Village of Essex Junction Board of Trustees  
Meeting Minutes  
September 10, 2019**

**TRUSTEES:** Andrew Brown, President; George Tyler, Vice President; Raj Chawla; Dan Kerin; Amber Thibeault.

**ADMINISTRATION:** Evan Teich, Unified Manager; Greg Duggan, Deputy Manager.

**OTHERS PRESENT:** Charlie Baker, Chittenden County Regional Planning Commission; Irene Wrenner.

**1. CALL TO ORDER/PLEDGE OF ALLEGIANCE TO FLAG**

Mr. Brown called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

**2. AGENDA ADDITIONS/CHANGES**

Mr. Teich asked the Trustees to add two business items:

5d. Approve order to void and rescind the Decision and Order and the Notice of Survey both dated July 17, 2019

5e. Authorize Board of Trustees Chair and Unified Manager to execute agreements related to Crescent Connector Project

**3. APPROVE AGENDA**

**George Tyler made a motion, seconded by Raj Chawla, to add the items referred to by the Manager. Motion passed 5-0.**

**4. PUBLIC TO BE HEARD**

None.

**5. BUSINESS ITEMS**

**a. Presentation of Chittenden County Regional Planning Commission annual report – Charlie Baker**

Mr. Baker, executive director of the Chittenden County Regional Planning Commission, gave an annual update on the CCRPC's work with Essex Junction and regionally over the past year. Mr. Baker noted that Mr. Kerin serves as the Village's representative on the CCRPC board. He explained that CCRPC dues paid by the member municipalities are used to leverage additional state and federal funding.

In Essex Junction over the past year, CCRPC helped with the comprehensive Village Plan, the Design 5 Corners implementation plan, a parking study, a scoping study for a sidewalk on Main Street and VT Route 15, and other projects. Regionally, CCRPC worked on its county-wide ECOS Plan, hosted a legislative forum, made progress on Building Homes Together, and worked on other issues such as public health, energy, clean water, and elderly and disabled transit services.

The Trustees asked questions about a Bluetooth traffic monitoring project with the Vermont Agency of Transportation, which is helping with incident management. Information from the project is not personally identifiable, nor is it stored.

47 Mr. Brown asked if the Trustees or Essex Junction could do anything to support CCRPC's work. Mr. Baker  
48 said the relationship between the organizations is working well, and the Village is participating in  
49 regional projects.

50

51 **b. Review of grant application for re-location of the Burlington rail yard – Charlie Baker**

52 Mr. Baker explained a grant application that the CCRPC submitted to study the feasibility of providing  
53 and paying for rural community-oriented passenger rail, and to consider potential options for relocation  
54 of the Burlington railyard. The planning grant would be through the U.S. Department of Transportation's  
55 Better Utilizing Investments to Leverage Development (BUILD) program. Mr. Baker said the rail would be  
56 supporting the smallest metro area in the country, so the grant application would study the feasibility of  
57 the concept, including how to pay for and subsidize the rail. He said that at the moment, if the  
58 Burlington railyard was relocated it would go south of the city. He described the grant as an opportunity  
59 to get answers to a project with many questions.

60

61 Mr. Tyler said there had been an idea of a rail stop at the IBM and GLOBALFOUNDRIES site, but not an  
62 entire railyard. The Trustees said they did not want a full railyard in Essex Junction, due to concerns  
63 about noise and the slow-moving nature of freight trains entering and leaving a railyard.

64

65 Mr. Baker expects to know by October if the grant application will be successful.

66

67 **c. Approve purchase of landscape barriers at new Firebird Café location**

68 Mr. Teich noted that vehicles have been cutting across the front parking lot at the new Firebird Café  
69 location in Five Corners. Planters have been placed in the parking lot to help prevent cut-through traffic,  
70 and the Trustees were being asked to consider other temporary measures while working with the owner  
71 to stop vehicles from going through the parking lot. Mr. Tyler said that the building was grandfathered,  
72 in that a new building would need to have parking in the rear of the site. He saw a possibility for a win-  
73 win situation if the Village could beautify its downtown with temporary landscaping barriers, while also  
74 creating a safer situation for the business owner.

75

76 Board members asked about types of barriers, and raised concerns about using public money to pay for  
77 improvements on private property.

78

79 Mr. Chawla suggested installing bike racks, which could be owned by the Village and moved to different  
80 locations when necessary.

81

82 **George Tyler made a motion, seconded by Andrew Brown, to appropriate up to \$5,000 from the**  
83 **economic development fund for the purchase of portable bike racks to install at the Firebird Café**  
84 **property. Motion passed 5-0.**

85

86 **d. Approve order to void and rescind the Decision and Order and the Notice of Survey both dated**  
87 **July 17, 2019**

88 Mr. Teich explained that as part of the Crescent Connector project, the Village needs to purchase rights-  
89 of-way. He said there had been a snag in the process, and the Village attorney recommended that the  
90 Trustees discontinue the process and vacate the decision made July 17, 2019. The process could be  
91 rescheduled if needed.

92

93 **George Tyler made a motion, seconded by Dan Kerin, to approve the Order of the Board of Trustees to**  
94 **void and rescind the decision and order and the notice of survey both dated July 17, 2019. Motion**  
95 **passed 5-0.**

96  
97 **e. Authorize Board of Trustee Chair and Unified Manager to execute agreements related to Crescent**  
98 **Connector Project**

99 Mr. Brown said the Trustees had talked about but never formally agreed to authorize the Village  
100 President and Unified Manager to execute agreements related to the Crescent Connector project.

101  
102 **George Tyler made a motion, seconded by Amber Thibeault, to authorize the Chair of the Board of**  
103 **Trustees, Andrew Brown, or the Unified Manager, Evan Teich, to execute any and all Agreements on**  
104 **behalf of the Village and any and all necessary and incidental documents, papers and materials,**  
105 **including but not limited to deeds, agreements, contracts, assignments, and any and all other**  
106 **documents, written materials or other papers required in connection with the Crescent Connector**  
107 **Project. Motion passed 5-0.**

108  
109 **6. CONSENT ITEMS**

110 **Amber Thibeault made a motion, seconded by Raj Chawla, to approve the Consent Agenda.**

- 111 **a. Consider ordinance waivers for October 4<sup>th</sup> Essex High School Homecoming**
- 112 **b. Consider request to Close or Obstruct a Street for Hawthorn Circle Annual Block party**
- 113 **c. Approve minutes: August 27, 2019**
- 114 **d. Check Warrants #17162—08/30/19; #17163—09/06/19**

115 **Motion passed 5-0.**

116  
117 **7. READING FILE**

118 **a. Board Member Comments**

119 Mr. Kerin said he has received complaints from residents about a house on South Street that has  
120 many sunflowers growing in its yard, including on the greenway. He said the sunflowers have  
121 narrowed the sidewalk to the point where only one person can walk through. Mr. Brown suggested  
122 the use of SeeClickFix to notify Public Works of the problem.

123  
124 Mr. Chawla said he liked the improvements at Cascade and Pearl Street parks to install pickle ball  
125 courts. He credited Essex Parks & Rec and Essex Junction Recreation and Parks for the work.

126  
127 Mr. Brown asked the rest of the Trustees to give thought to having a different schedule for budget  
128 work. Normally the Trustees meet for an entire day in December, and Mr. Brown suggested giving  
129 consideration to night meetings. Mr. Chawla said the being new to the board, he would like a brief  
130 summary from staff about the budget process.

131  
132 **b. Upcoming meeting schedule**

133  
134 **8. EXECUTIVE SESSION**

135 **a. An executive session is anticipated to discuss a personnel matter**

136 **Andrew Brown made a motion, seconded by Raj Chawla, to enter into executive session to discuss the**  
137 **evaluation of public officers and employees in accordance with 1 V.S.A. Section 313(a)(3) and to**  
138 **include the Manager and Deputy Manager. Motion passed 5-0 at 7:57 p.m.**

139

140 **George Tyler made a motion, seconded by Amber Thibeault, to exit executive session. Motion passed**  
141 **5-0 at 8:17 p.m.**

142

143 **9. ADJOURN**

144 **Amber Thibeault made a motion, seconded by Andrew Brown, to adjourn. Motion passed 5-0 at 8:17**  
145 **p.m.**

146

147 Respectfully Submitted,

148 Greg Duggan, Deputy Manager

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