



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

2 Lincoln Street
Essex Junction, VT 05452
Tuesday, October 8, 2019
6:30 PM

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

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. * Interview for Planning Commission: Philip Batalion
 - b. * Interview for Planning Commission: Patrick Scheld
 - c. Adopt ordinance revision for no parking on Lincoln Street north of Prospect Street
 - d. Discuss schedule of budget work sessions—Sarah Macy
6. **CONSENT ITEMS**
 - a. Approve minutes: September 24, 2019
 - b. Check Warrants #17166—09/27/19; #17167—10/04/19
7. **READING FILE**
 - a. Board Member Comments
 - b. Brownell Library Staff and Director's Reports
 - c. Memo from Greg Duggan re: Advertising for an alternate on Economic Development Commission
 - d. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. *An executive session may be necessary for appointment of a public officer
9. **ADJOURN**

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Certification: 10/04/2019

Date Posted

Initials

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
October 8, 2019**

TRUSTEES PRESENT: Andrew Brown, Chair; George Tyler; Dan Kerin; Amber Thibeault; Raj Chawla

ADMINISTRATION & STAFF: Evan Teich, Unified Manager; Sarah Macy, Finance Director/Assistant Manager

OTHERS PRESENT: Philip Batalion and Patrick Scheld

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**

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

2. **AGENDA ADDITIONS/ CHANGES**

None.

3. **PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda.

None.

4. **BUSINESS ITEMS**

a. *Interview for Village Planning Commission: Philip Batalion

* Mr. Batalion agreed to an open session interview by the Trustees for a position on the Village Planning Commission. Mr. Brown asked Mr. Batalion to explain his interest in serving on the Planning Commission. He said that he is eager to be involved in the community and in local government. Mr. Brown asked Mr. Batalion what he thought about recent developments in the Village. He stated that he liked what was going on, and supported efforts to keep Five Corners the center of the Village. Mr. Tyler told Mr. Batalion that the Planning Commission sometimes has controversial issues in front of them, and asked him how he would feel about hearing these issues. Mr. Batalion said that he has pretty thick skin, and does not take things personally. Mr. Tyler asked if he enjoyed looking at plans and technical designs. Mr. Batalion said that he likes plans, contracts, and has a logical mind. Mr. Tyler asked Mr. Batalion what his thoughts on architecture in the Village were. Mr. Batalion said that he likes the traditional New England architecture, but realizes that it is hard to get done affordably. He and his wife moved to Essex Junction because they liked the walkability of the downtown and want to see that continued in community planning.

Mr. Chawla noted that Essex Junction is a town that many commuters travel through. He asked how Mr. Batalion would like to balance the needs of commuters with that of walkers? Mr. Batalion noted that it is important to continue to route cars through the Village, and that he thinks that the Crescent Connector will aid in helping the downtown area be friendly for both cars and pedestrians. Mr. Kerin asked if Mr. Batalion would be interested in joining another committee if he is not selected for the Planning Commission. Mr. Batalion noted that he would be. Mr. Kerin asked if Mr. Batalion has any involvement in other groups or organizations. He noted that he is heavily involved in a summer camp in Southern Vermont. Ms. Thibeault asked if Mr. Batalion would be able to make the regularly scheduled Planning Commission meetings. He noted that he would be able to do such.

Mr. Batalion noted that he grew up in New Jersey, and attended Emerson College in Boston. He moved to Colorado and attended school to become a park ranger, and also took coursework in

biology. He moved to Vermont in 2010, and worked for Vermont Youth Conservation Corps. He is now employed as an Operations Coordinator for a local IT company.

b. *Interview for Village Planning Commission: Patrick Scheld

* Mr. Scheld agreed to an open session interview by the Trustees for a position on the Village Planning Commission. Mr. Brown asked Mr. Scheld to explain his interest in serving on the Planning Commission. Mr. Scheld noted that he works for the Agency of Commerce and Community Development with the State of Vermont, and visits a lot of communities as a part of his job. He would like to see the Village progress forward like so many other communities. He has read through the Design Five Corners plan, and would like it to be implemented. He stated that he thinks that the Crescent Connector will help to revitalize the community, but has concerns about some of the stoplights creating additional traffic. Mr. Brown asked what Mr. Scheld would like the community to look like if he had a crystal ball. He noted that it would be a place he and his wife would never need to leave. They travel to Williston and Winooski often to shop and eat out, and would like to do more locally.

Mr. Chawla asked if Mr. Scheld sees any conflicts of interest between his job and a potential role on the Planning Commission. Mr. Scheld said that the only potential conflict would be if the Village applied for HUD funding. In this case, he would need to recuse himself from discussions. Mr. Tyler asked what Mr. Scheld felt that the Village was doing right in regards to development. Mr. Scheld noted that he thinks that the new development in the Village Center is going in the right direction.

Mr. Tyler noted that the Land Development Code recently changed to set the maximum building height at four stories, down from six. He asked Mr. Scheld if he thinks that was a good decision. Mr. Scheld noted that it should be pushed back to six stories, and that more density and housing is needed. Mr. Chalwa asked Mr. Scheld what he would do if all the comments that he was hearing from the public were opposed to increasing the height limit to six stories. Mr. Scheld noted that he is always willing to listen, but the reason that there are seven commissioners is because everyone carries their own ideas. Ms. Thibeault asked Mr. Scheld if he would be able to make regularly scheduled Planning Commission meetings. He noted that he would be able to do so. Mr. Kerin asked if Mr. Scheld would be interested in joining a different board if he was not selected for the Planning Commission. Mr. Scheld noted that he would be. Mr. Kerin also asked if Mr. Scheld had been involved in other boards or committees. Mr. Scheld noted that he tried to start his own non-profit a number of years ago, and also volunteered on a Haitian non-profit.

Mr. Brown asked how Mr. Scheld would handle delivering bad news on projects. Mr. Scheld noted that he often had to notify communities that they did not receive grant funding, so he would be comfortable with doing such in this role.

Mr. Brown explained to the candidates that there are two openings on the Planning Commission and four applicants. The board may or may not decide tonight, but will be in touch with all candidates regardless of the choice made.

c. Adopt Ordinance Revision for No Parking on Lincoln Street north of Prospect Street

Mr. Teich noted that staff and the Village engineers have reviewed this potential change due to the fact that vehicles pulling out of Prospect Street and turning left do not have enough visibility due to parked cars. Cars are rarely parked in this location but can cause visibility issues when they are.

Mr. Brown noted that there were two recommendations that the Board needed to act upon:

1) Implement a targeted speed enforcement program to reduce vehicle speeds in this area to respect the current 25 mph posted speed limit. 2) Prohibit parking in the first three parking spaces closest to Prospect Street to provide an available ISD of 280' at 25 mph.

Mr. Chawla expressed concern with the safety of the intersection of North and Grove Streets. Mr. Teich said that he would bring up these concerns with the Village engineer.

RAJ CHAWLA made a motion, and **GEORGE TYLER** seconded that the Trustees move to adopt revisions to Chapter 8, Section 802 of the Village Municipal Code to prohibit parking in the public right-of-way on the side of the street so designated on Lincoln Street on the west side from Prospect Street to a point northerly for a distance of 150 feet. **VOTING: 5-0; motion carried.**

d. Discuss Schedule of Budget Work Sessions

Ms. Macy noted that the Selectboard had decided to have one budget day instead of several budget meetings. Mr. Brown noted that the current system of having a budget day has been going on for a long time and wanted to make sure that it was still working for the board.

Mr. Chawla noted that it could be difficult to absorb so much information in one day, and asked for an outline of the process. Mr. Tyler said that each department comes to the board, gives a presentation, and the Trustees can ask questions. All proposals are vetted by management staff before they are presented to the Trustees.

Ms. Macy noted that all departments have until October 28 to fill out a budget worksheet. Except for personnel costs, it is requested that increases stay under 2.5%. After the worksheets are completed, department heads meet with staff to discuss how their proposals align with their departmental goals. While the board is given the budget book ahead of time, it really comes to life when it is discussed. She believes that it is helpful to get a more complete picture of the budget when it is reviewed in one day. However, discussing the budget at multiple meetings helps to be able to take a more in depth look at the budget. Ms. Macy also asked the board if it is appropriate to continue to discuss the enterprise fund budget at the same time as the general fund budget.

Mr. Brown and Mr. Tyler noted that the board does not typically go through the budget line by line, especially the enterprise fund.

All agreed to keep the budget reviewed during a day in December.

5. CONSENT ITEMS

DAN KERIN made a motion, and **GEORGE TYLER** seconded, that the Trustees approve the Consent Items:

- a. **Approve minutes:** September 24, 2019
- b. Check Warrants: #17166—09/27/19; #17167—10/04/19

VOTING: 5-0; motion carried.

6. READING FILE

- a. Board Member Comments

Ms. Thibault said that it would be helpful to see the decibel readings for CVE events in the reading file. It would also be nice to get the Brownell Library reports more frequently. Mr. Teich said that this may be due to the Brownell Library Board schedule, however he will check into it.

Mr. Brown noted that the line striping work looked very good. He also asked Mr. Teich to check to make sure that Brownell did not include extra data due to previous Board of Trustee requests.

Mr. Chawla noted that the Firebird Café is open, and making a positive difference to the block.

Mr. Teich said that staff has received around 690-690 responses to the most recent survey. An analysis will be presented once the survey has closed.

- b. Brownell Library Staff and Director's Reports
 - c. Memo from Greg Duggan re: Advertising for an alternate on Economic Development Commission
 - d. Upcoming Meeting schedule
7. **EXECUTIVE SESSION**
- a. *An executive session may be necessary to discuss the appointment of a public officer

ANDREW BROWN made a motion, seconded by **GEORGE TYLER** that the Trustees enter into executive session to discuss the proposed public official appointment(s) in accordance with 1 V.S.A. Section 313 (a)(3) and to include the Unified Manager and Assistant Manager to join in the discussion. Voting: unanimous (5-0); motion carried at 7:38 pm.

ANDREW BROWN made a motion, seconded by **DAN KERIN** to appoint Philip Batalion to the Village Planning Commission for a term ending June 30, 2021 and Patrick Scheld to the Village Planning Commission for a term ending June 30, 2020. Voting: unanimous (5-0); motion carried.

ANDREW BROWN moved, and **GEORGE TYLER** seconded, to exit executive session. Voting: unanimous (5-0); motion carried. The meeting adjourned at 7:54 PM.

8. **ADJOURN**

GEORGE TYLER moved, and **DAN KERIN** seconded, to adjourn the meeting. Voting: unanimous (5-0); motion carried. The meeting adjourned at 7:55 PM.

Respectfully Submitted,
Darby Mayville