

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
November 26, 2019**

TRUSTEES PRESENT: Andrew Brown; George Tyler; Dan Kerin; Amber Thibeault
(Raj Chawla not in attendance)

ADMINISTRATION and STAFF: Evan Teich, Unified Manager; Sarah Macy, Finance Director/
Assistant Manager; Darren Schibler, Planner, Town of Essex; Robin Pierce, Community Development
Director; James Jutras, Water Quality Superintendent

OTHERS PRESENT: Diane Clemens; Maura Collins; Lauren Glenn-Davitian; Karen Dolan; Vincent
Franco; Brad Howort; Meghan O'Rourke; Ken Signorello; David Voegele

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**

No changes or additions to the agenda were proposed.

3. **APPROVE AGENDA**

With no changes or additions to the agenda, approval was not required.

4. **PUBLIC TO BE HEARD**

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

No members of the public made comments at this time.

5. **BUSINESS ITEMS**

a. ***Interview Brad Howort and appointment for Village Capital Program Review Committee:**

Mr. Howort was not in attendance so the Trustees addressed it after item 7b, to offer more time to the candidate. When the Trustees returned to the item, still with no candidate to interview, Mr. Brown asked for a motion.

GEORGE TYLER made a motion, and DAN KERIN seconded, to appoint Karen Dolan to the Capital Review Committee. VOTING: 4-0; motion carried.

b. **Appointment to the Bike Walk Advisory Committee**

Mr. Tyler commented that he was impressed by the Mr. Massey's credentials and enthusiasm, during his interview with the Trustees on October 29, 2019.

GEORGE TYLER made a motion, and DAN KERIN seconded, to appoint Elijah Massey to a three-year term to end on June 30, 2022 to the Bike Walk Advisory Committee. VOTING: 4-0; motion carried.

c. **** Discussion of pending or probable civil litigation- Evan Teich**

This discussion was addressed in Executive Session, as item 7b.

6. **CONSENT ITEMS**

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

- a. Award contract for Essex Junction Fire Department self-contained breathing apparatus (SCBA) grant

Award the contract for SCBA Purchase, as recommended by EJFD Chief Chris Gaboriault, to Municipal Emergency Services (MES).

- b. Approve minutes: November 12, 2019
c. Check Warrants #17172—11/12/19; #17173—11/15/19; #17174—11/22/19

VOTING: 4-0; motion carried.

READING FILE

- a. Board Member Comments
- Mr. Tyler discussed a letter he received about the condition of holiday lighting on signs around the Village. He wondered if money from the Economic Development fund could be used to upgrade the lights. Mr. Teich said he has been working with Rick Jones and Tammy Getchell to upgrade lights and decorating materials. He said they have also been creating a more formal plan for decorating.
- b. Hazard Mitigation Assistance Applicant Funding 25% Match Certification
c. Email from Kevin Collins, Capital Committee, re: Pleasant St. Reconstruction Project
d. Letter from Marvel Semiconductor re: reduction-in-force
e. Letter from Greater Burlington Industrial Corporation re: thank you for continued support
f. Vermont Agency of Natural Resources Caring for Natural Resources Workshop Series
g. Upcoming meeting schedule

7. EXECUTIVE SESSION

- a. ***An executive session may be necessary to discuss the appointment of a public officer.**
No Executive Session took place for this agenda item.
- b. ****An executive session may be necessary for discussion of pending or probable civil litigation**

ANDREW BROWN made a motion, and GEORGE TYLER seconded, that the Trustees make the specific finding that general public knowledge of pending or probable civil litigation, to which the public body is or may be a party, would place the Village at a substantial disadvantage and that the Trustees enter into executive session to discuss pending or probable civil litigation, to which the public body is or may be a party, pursuant to 1 V.S.A. § 313(a)(1)(E), to include the Unified Manager and Assistant Manager. VOTING: 4-0; motion carried at 6:38 p.m.

The Trustees reconvened from the Executive Session at 6:55 p.m.

ADJOURN

ANDREW BROWN called a Recess of the Trustees at 6:55 p.m., and reconvened for the Town of Essex Selectboard and Village of Essex Junction Trustees Special meeting at 7:15 p.m.

Respectfully Submitted,
Cathy Ainsworth