



VILLAGE OF ESSEX JUNCTION TRUSTEES
TOWN OF ESSEX SELECTBOARD
MEETING AGENDA

Online
Essex Junction, VT 05452
Monday, August 3, 2020
7:15 PM

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- WATCH: the meeting will be live-streamed on Town Meeting TV.
JOIN ONLINE: Join Microsoft Teams Meeting. Depending on your browser, you may need to call in for audio (below).
JOIN CALLING: Join via conference call (audio only): (802) 377-3784 | Conference ID: 460 057 494#
PROVIDE FULL NAME: For minutes, please provide your full name whenever prompted.
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RAISE YOUR HAND: Click on the hand in Teams to speak or use the "Chat" feature to request to speak.
MUTE YOUR MIC: When not speaking, please mute your microphone on your computer/phone.

The Selectboard and Trustees meet together to discuss and act on joint business. Each board votes separately on action items.

- CALL TO ORDER [7:15 PM]
AGENDA ADDITIONS/CHANGES
APPROVE AGENDA
PUBLIC TO BE HEARD
a. Comments from Public on Items Not on Agenda
BUSINESS ITEMS
a. \*Interviews: Housing Commission
Katie Ballard
Anthony Barr
Evan Einhorn
Ara Hagan
Debbie McAdoo
Pam Schirner
Michelle Teegarden
b. Discussion and possible action on educational daycare program
c. \*\*Discuss creation of MOUs to memorialize completed consolidation work to date, and shared Board decisions
d. Discussion and potential action on future meeting schedule
READING FILE
a. Board Member Comments
b. Statement about racial justice in Essex from Evan Teich, Chief Ron Hoague, Greg Duggan
EXECUTIVE SESSION
a. \*An executive session may be necessary for appointment of public officials
b. \*\*An executive session may be necessary to discuss employment of public employees
ADJOURN

Members of the public are encouraged to speak during the Public to Be Heard agenda item, during a Public Hearing, or, when recognized by the Chair or President, during consideration of a specific agenda item. The public will not be permitted to participate when a motion is being discussed except when specifically requested by the Chair or President. This agenda is available in alternative formats upon request. Meetings, like all programs and activities of the Village of Essex Junction and the Town of Essex, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-1341 TTY: 7-1-1 or (800) 253-0191.

Certification: 07/31/2020 [Signature]

VILLAGE OF ESSEX JUNCTION TRUSTEES  
TOWN OF ESSEX SELECTBOARD  
DRAFT JOINT MEETING MINUTES  
August 3, 2020

**SELECTBOARD:** Elaine Haney, Chair; Patrick Murray, Vice-Chair; Vince Franco, Clerk; Andrew Watts; Dawn Hill-Fleury.

**TRUSTEES:** Andrew Brown, President; Dan Kerin; Amber Thibeault.

**ADMINISTRATION and STAFF:** Evan Teich, Unified Manager; Greg Duggan, Deputy Manager; Sarah Macy, Finance Director/Assistant Manager, Dan Richardson, Attorney.

**OTHERS PRESENT:** Katie Ballard, Anthony Barr, Sandra Chittenden, Diane Clemens, Patty Davis, Helen Diplock, Evan Einhorn, Ara Hagan, Brad Kennison, Edith Klimoski, Ethan Lawrence, Debbie McAdoo, Russell Mills, Bruce Post, Pam Schirner, Margaret Smith, Michelle Teegarden, Irene Wrenner.

**1. CALL TO ORDER**

Andrew Brown called the Village of Essex Junction Trustees and Elaine Haney called the Town of Essex Selectboard to order and to enter into the Joint Meeting of the Village of Essex Trustees and the Town of Essex Selectboard at 8:00 PM.

**2. AGENDA ADDITIONS/CHANGES**

There were no agenda additions or changes at this time.

**3. AGENDA APPROVAL**

There were no changes to the agenda so approval is not needed at this time.

**4. PUBLIC TO BE HEARD**

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

Edith Klimoski proposed that a Black Lives Matter mural should be painted in Essex Junction, citing that racism is a human rights issue that is prominent in Vermont and that race should stop being criminalized. She added that the mural would be thought-provoking and raise awareness for the struggles of the Black community in Essex. She proposed that the mural be painted at the 5 Corners intersection to maximize exposure. Town and Village staff will work with Ms. Klimoski to answer legal and procedural questions related to this mural request.

Margaret Smith suggested that the Town get a larger ballot drop-off mailbox, as the current mailbox is not large enough to accommodate ballot envelopes. Ms. Hill-Fleury replied that a larger mailbox has been ordered and will arrive in time for the November elections.

**5. BUSINESS ITEMS**

**a. \*Interviews: Housing Commission**

**▪ Katie Ballard**

Mr. Brown asked Ms. Ballard to describe her background and why she is interested in the position. Ms. Ballard said that the position aligns with her interests and that the Housing Commission conducts vitally important work around development and the Essex community. Mr. Murray asked Ms. Ballard to describe her background in advocacy work. She said that she has been an advocate for the homeless

49 and the education of homeless children in Vermont, has worked in homeless shelters in Burlington, has  
50 been an intake coordinator for the low-barrier shelter in wintertime, and additionally is a member of the  
51 disability rights coalition at the Vermont legislature. Mr. Watts asked Ms. Ballard her thoughts on older  
52 residents in the community who are looking to downsize. She replied that a big concern is for the elderly  
53 who are looking to downsize and are unable to find affordable or accessible housing, and that it is  
54 important to recognize the diversity of Essex and its housing in order to balance the needs of the  
55 community.

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57

▪ **Anthony Barr**

58 Mr. Brown asked Mr. Barr to describe his background and why he is interested in the position. Mr. Barr  
59 replied that he moved to Essex two years ago and would like to do things to help improve peoples'  
60 standard of living. He added that he recognizes the cost issues of housing in the Essex community as a  
61 barrier for many. Mr. Murray asked Mr. Barr to elaborate on his past and current involvement in the  
62 Essex community. Mr. Barr replied that he had organized the Stand for Solidarity movement after the  
63 death of George Floyd, and that he additionally volunteers at the community food shelf. Mr. Watts  
64 noted that climate change is a concern for everyone, and that legislation to address climate change has  
65 been passed at the state level. He asked for Mr. Barr's thoughts on how that could impact the cost of  
66 building in certain areas and how it could affect future housing trends. Mr. Barr replied that costs will  
67 likely increase in future as a result of legislation and that subsidies will most likely be needed for lower-  
68 income families. He added that additional research will be needed for further assessment. Mr. Franco  
69 asked Mr. Barr to speak to the challenges he faced in finding affordable housing in Essex and how he  
70 would use that experience in his work on the Housing Commission. Mr. Barr replied that it was difficult  
71 to secure rental housing, especially as a pet-owner, and that it is also difficult to purchase a home in  
72 Essex on a single or double income.

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74

▪ **Evan Einhorn**

75 Mr. Brown asked Mr. Einhorn to describe his background and why he is interested in the position. Mr.  
76 Einhorn replied that he has worked in housing since 1994 and that he additionally teaches seminars and  
77 classes on housing rules and regulations. Mr. Murray asked about Mr. Einhorn's experience with living  
78 in Essex. Mr. Einhorn replied that he has lived in Essex Junction for 17 years, has been on the  
79 Countryside Housing Association Board in some capacity for a number of years, and that he is very  
80 actively engaged in the community through his sons' participation on community sports teams. Mr.  
81 Watts asked for more detail on Mr. Einhorn's work in affordable housing training and whether there are  
82 particular highlights that should be taken into consideration in Essex. Mr. Einhorn replied that her  
83 conducted many webinars and participated in many conferences, the goal of which were to assist those  
84 who need affordable housing. He added that one emphasis in his teaching was that landlords should be  
85 advocates for their tenants. Mr. Kerin asked how Vermont and Essex compare to other parts of the  
86 country in terms of housing. Mr. Einhorn replied that Vermont's affordable housing properties are much  
87 nicer and newer than most.

88

▪ **Ara Hagan**

89 Mr. Brown asked Ms. Hagan to describe her background and why she is interested in the position. She  
90 replied that after a negative experience leasing a work space in Essex, she bought a property to convert  
91 for her business. She added that she has participated on the board of Green-Up Day and is active in the  
92 Boys and Girls Club of Burlington. Mr. Murray asked how her work could relate to her work on the  
93 Housing Commission. She replied that her company is a marketing agency and has worked for both HUD  
94 and CEDO around lead remediation, so she has some experience with the commission's subject matter.  
95 Mr. Watts asked Ms. Hagan for her thoughts on the implications of moving to development centers  
96 from rural areas in the context of climate change. Ms. Hagan replied that the community could think

97 creatively about how to gather and distribute power, such as communal solar panels. She added that  
98 there is efficiency in population density in development centers, but that the Town has more access to  
99 more land, and therefore, potentially, more renewable energy.

100       ▪ **Debbie McAdoo**

101 Mr. Brown asked Ms. McAdoo to describe her background and why she is interested in the position. She  
102 replied that she has a history of working in housing and worked for the State's Department of  
103 Disabilities, Aging, and Independent Living to focus on housing for the aging. Mr. Murray asked for more  
104 detail on alternatives for senior housing. Ms. McAdoo replied that she worked on a grant to establish life  
105 safety standards for licensed assisted living in the state and additionally worked on initiatives for aging  
106 in place and utilizing assisted living as a nursing home alternative. Mr. Watts asked for her thoughts on  
107 aging in place and an increasingly older population in the community. She replied that there are a  
108 number of creative programs and options that could be leveraged to help with the aging population,  
109 including multi-generational housing developments and programs through Housing Vermont.

110       ▪ **Pam Schirner**

111 Mr. Brown asked Ms. Schirner to describe her background and why she is interested in the position. She  
112 replied that she has always been interested in real estate, is the director of the Business Enterprise  
113 Program to assist vulnerable populations, owns three investment properties, and had previously served  
114 on the Zoning Board. She added that her participation on the committee would help her make an impact  
115 on affordable housing. Mr. Murray asked her to elaborate on how COVID-19 has affected her as a  
116 landlord and her tenants. She replied that her tenants are essential workers, so have had employment,  
117 but added that there could be trends where tenants are unable to pay rent and landlords raising rent in  
118 subsequent years to make up for that lost income. Mr. Watts asked about zoning regulation adjustments  
119 for tiny houses. Ms. Schirner replied that construction is good if done well, and that accessory  
120 apartments can increase the value of a house. Mr. Franco asked whether tiny house could relieve  
121 housing demand pressures. Ms. Schirner replied that they create passive income, and can also be  
122 created for lower costs from repurposed materials.

123       ▪ **Michelle Teegarden**

124 Mr. Brown asked Ms. Teegarden to describe her background and why she is interested in the position.  
125 She replied that she has a passion for equity and social justice, has worked in the past with families and  
126 students on financial aid and affordability, and has worked with the Refugee Resettlement Program to  
127 try and secure affordable housing for families. Mr. Murray asked her to elaborate on her experience  
128 with the Refugee Resettlement Program. She replied that it was challenging to secure affordable  
129 housing for a large, multi-generational family with a language barrier, and also that the program itself is  
130 underfunded and under-resourced.

131

132       **b. Discussion and possible action on educational daycare program**

133 Mr. Teich introduced this agenda item, saying that staff has been exploring ways to help working  
134 families in the Essex community if the school district moves to a hybrid system where students are in  
135 class for two days a week or remote learning for three. He said staff have specifically been exploring  
136 options around day care and providing safe spaces for children to remote learn if their parents are  
137 working and unable to stay home with them.

138

139 Mr. Murray asked for clarification and asked if the Town and Village would be providing the physical  
140 locations for children to remotely learn, or if they are trying to secure locations for the school district to  
141 send their educators as temporary classrooms. Mr. Teich replied that staff are exploring ways to provide  
142 a safe space for children to remotely learn and continue schooling from 7:30 AM to 3:00 PM while their  
143 parents are at work.

144

145 Mr. Murray asked about the need and provision for security at these potential locations, adding that  
146 schools are designed to have protocols in place for acts of violence. He said that any alternative needs to  
147 consider security measures as well.

148  
149 Mr. Watts asked if there would be other activities provided at these locations. Mr. Teich replied that  
150 there would be activities other than remote learning, such as art and activities to encourage movement  
151 and physical activity.

152  
153 Mr. Kerin asked what funding mechanism would be used for costs associated with this, and also  
154 expressed concern about liability issues. Mr. Teich replied that staff is reviewing state protocols and that  
155 any program set up will need to follow the day care guidelines as set forth by the state. Mr. Kerin  
156 expressed concern about commercial or private properties and liability.

157  
158 Mr. Watts asked how the Town and Village could guarantee that such programs would be free for all  
159 residents. He asked if a sliding scale could be adopted if providing this service for free is not feasible. Mr.  
160 Teich replied that costs have been discussed and that scholarships will be available for those in need.

161  
162 Ms. Haney added that the State Agency of Administration will be administering a municipal grant  
163 program for COVID-related expenses and that the State Agency of Human Services has a day care  
164 program as well. She suggested that staff looked into these options for potential funding opportunities.  
165 Mr. Teich noted that one obstacle is a lack of space, though several business owners, such as the owners  
166 of the movie theater, have been willing to work with the Town and Village over the next year to assist  
167 with space issues.

168  
169 **c. \*\*Discuss creation of MOUs to memorialize completed consolidation work to date, and shared**  
170 **Board decisions**

171 Mr. Duggan introduced this item, noting that staff are taking stock of current Memoranda of  
172 Understanding (MOUs) on consolidation between the Town and Village, reviewing them to determine  
173 which need to be extended, and determining whether other MOUs need to be in place in other  
174 departments.

175  
176 Mr. Murray asked that staff include content related to the police department in their current  
177 assessment and summary, noting that the Selectboard has jurisdiction over the running of the police  
178 department, but that documentation around this would be helpful to have on hand.

179  
180 Ms. Haney noted that the Public Works MOU has a number of outstanding recommendations in terms of  
181 consolidation work that is still pending, and that it would be good to move forward on some of those  
182 items.

183  
184 Mr. Brown suggested that it would be helpful to know which MOUs are expiring soon and asked that  
185 end dates be included in summary material.

186  
187 Ms. Haney requested a link to all MOUs in effect currently as well as their begin and end dates, so that  
188 the Joint Boards can prioritize them and begin working on them.

189  
190 **d. Discussion and potential action on future meeting schedule**

191 The new proposed meeting schedule with adjustments would have the Selectboard meet on the first  
192 and third Monday of the month, the Village Trustees meet on the second and fourth Tuesday of the

193 month, and the Joint Boards meet on the fourth Monday of the month, with 6:30 PM start times, to  
194 begin in September.

195  
196 **PATRICK MURRAY made a motion, and VINCE FRANCO seconded, to adopt the meeting schedule as**  
197 **proposed by staff with amendments. VOTING: unanimous (5-0); motion passed.**

198  
199 **DAN KERIN made a motion, and AMBER THIBEAULT seconded, to adopt the meeting schedule as**  
200 **proposed by staff with amendments. VOTING: unanimous (3-0); motion passed.**

201  
202 **6. READING FILE:**

203 **a. Board Member Comments**

204 **b. Statement about racial justice in Essex from Evan Teich, Chief Ron Hoague, Greg Duggan:** Mr. Teich  
205 noted that there have been nearly 500 responses to date, and that it will be in the field for another  
206 month. He further noted that it has been translated to 10 other languages.

207  
208 **7. EXECUTIVE SESSION:**

209 **a. \*An executive session may be necessary for appointment of public officials**

210 **b. \*\*An executive session may be necessary to discuss employment of public employees**

211  
212 **8. ADJOURN:**

213  
214 **DAN KERIN made a motion, and AMBER THIBEAULT seconded, to adjourn the Trustees meeting.**  
215 **VOTING: unanimous; motion passed at 10:15 PM.**

216  
217 **DAWN HILL-FLEURY made a motion, and VINCE FRANCO seconded, to adjourn the Selectboard**  
218 **meeting. VOTING: unanimous; motion passed at 10:16 PM.**

219  
220  
221 Respectfully Submitted,  
222 Amy Coonradt  
223 Recording Secretary

224  
225  
226 Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020

227  
228 **(see minutes of this day for corrections, if any)**

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230