



**VILLAGE OF ESSEX JUNCTION TRUSTEES
TOWN OF ESSEX SELECTBOARD
SPECIAL MEETING AGENDA**

*Online and 81 Main Street
Essex Junction, VT 05452
Monday, August 23, 2021
6:30 PM*

E-mail: manager@essexjunction.org

www.essexjunction.org

Phone: (802) 878-6951

This meeting will be held both remotely and in person. Available options to watch or join the meeting:

- **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: 774 781 491#
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **CHAT DURING MEETING:** Please use "Chat" to request to speak, only. **Please do not use for comments.**
- **RAISE YOUR HAND:** Click on the hand in Teams to speak or use the "Chat" feature to request to speak.
- **MUTE YOUR MIC/TURN OFF VIDEO:** When not speaking, please mute your microphone on your computer/phone.

1. **CALL TO ORDER** [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. Update and discussion on Housing Commission
 - b. Discussion and possible action on Tree Farm Lease
 - c. *Discussion of sharing services in event of creation of independent City of Essex Junction
 - d. Discussion about planning for Fiscal Year 2023 budget
 - e. Consider designating voting delegates for Vermont League of Cities and Towns' Annual Town Meeting, VLCT Employment and Resource Benefits Trust annual meeting, and Property and Casualty Intermunicipal Fund annual meeting
 - f. Discuss agenda topics for next joint meeting
 - g. Consider appointment of Selectboard member to Cannabis Study Committee (Selectboard only)
6. **READING FILE**
 - a. Board member comments
 - b. List of Boards/Committees/Commission openings
 - c. Memo from Karen Lemnah re: Reappraisal & Common Level of Appraisal (CLA)
 - d. Upcoming meeting schedule
7. **EXECUTIVE SESSION**
 - a. *An executive session may be needed to discuss negotiation of contracts and agreements between the Town of Essex and Village/City of Essex Junction
8. **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: 8/20/2021

1 **SELECTBOARD & TRUSTEES**

2 **TOWN OF ESSEX SELECTBOARD**

3 **VILLAGE OF ESSEX JUNCTION TRUSTEES**

4 **FINAL JOINT MEETING MINUTES**

5 **MONDAY, AUGUST 23, 2021**

6 **SELECTBOARD:** Andy Watts, Chair; Tracey Delphia; Dawn Hill-Fleury; Patrick Murray

7 **TRUSTEES:** Andrew Brown, President; Raj Chawla; Amber Thibeault; George Tyler

10 **ADMINISTRATION and STAFF:** Evan Teich, Unified Manager; Greg Duggan, Deputy Manager;
11 Marguerite Ladd, Assistant Manager; Bill Ellis, Town Attorney; Brad Luck, Essex Junction Recreation &
12 Parks (EJRP) Director; Claudine Safar, Village Attorney; Ally Vile, Essex Parks and Recreation (EPR)
13 Director.

15 **OTHERS PRESENT:** Jim Barnes; Ben Bergeron; Andy Champagne; Annie Cooper; Patty Davis; Mike
16 Dimitroff; Betsy Dunn; Sven Eklof, Tree Farm Board; Steve Eustis; William Hines; Jill Lampron, Tree
17 Farm Management Group; Jim Goudie; Barbara Higgins; Deb McAdoo; Dylan McNamara; Meg Munson,
18 Vermont Youth Soccer Association; Ed DeMulder, TOPSoccer; Mike Nick, Elite Eight Soccer League;
19 Mary Post; Paula Sargent; Eric Senn; Cory Smith; Gabrielle Smith, Essex Housing Commission; Harlan
20 Smith; Ken Willetts; Lorraine Zaloom; Mr. ____; Charles ____; Dustin ____

22 **1. CALL TO ORDER**

23 Mr. Watts called the Town of Essex Selectboard to order for the Joint meeting with the Village of Essex
24 Junction Board of Trustees at 6:30 PM.

26 Mr. Brown called the Village of Essex Junction Board of Trustees to order for the Joint meeting with the
27 Essex Selectboard at 6:30 PM.

29 **2. AGENDA ADDITIONS/CHANGES**

30 None.

32 **3. APPROVE AGENDA**

33 Not required.

35 **4. PUBLIC TO BE HEARD**

36 Mr. Watts explained that this is the time during the meeting for members of the public to speak on items
37 not included in tonight's agenda.

- 39 • Ms. Dunn said that the Sand Hill Pool is difficult for families to use due to the pool depth and needs
40 other updates. Maple Street Pool has a zero-entry pool; however, it is much more expensive to use for
41 Town residents who are not also Village residents. Ms. Dunn expressed concern about the safety of
42 the slides at Sand Hill Park during hot weather. She ended by saying that she believes that the
43 Conservation and Trails Committee should be split into two different groups since the current
44 committee has been focusing almost exclusively on trails.
- 45 • Ms. Post said that the Selectboard needs to pay more attention to Town Outside the Village (TOV)
46 issues, specifically firearms discharge and safety in the Saxon Hill area. She requested that the
47 Selectboard stop negotiating with the Trustees and said that the number of meetings currently
48 happening is untenable. Mr. Teich said that the Town of Essex does not put-up signs for shooting

49 zones, since bullets can travel a long distance and the Town does not want to give a false sense of
50 safety. Ms. Post responded that this issue should be brought up to the wider community.

- 51 • Ms. Sargent said that she is a former member of the Essex Senior Center and expressed concern that
52 the Senior Center has not reopened. The reopening effort has been chaotic and not well-
53 communicated, and members are unsure what the opening procedures will be. Mr. Teich said that the
54 Senior Center will be open on September 3rd, and that it will be staffed by volunteers, rather than
55 staff.
- 56 • Mr. Harlan Smith said that he is concerned with the boards' use of executive session. He said that
57 reducing the number of conversations in executive session would help increase transparency and help
58 the public to understand how decisions are made.
- 59 • Mr. Champagne expressed support for installing no-shooting zone signs in Saxon Hill.
- 60 • Ms. Davis also expressed support for installing no-shooting signs in Saxon Hill. She said that it is the
61 Selectboard's responsibility to keep trail users safe and offered to assist the Conservation and Trails
62 Committee in this initiative.

63 **5. BUSINESS ITEMS**

64 **a. Update and discussion on Housing Commission**

65 Ms. Smith, Vice Chair of the Essex Housing Commission, said the seven-member group first met last fall.
66 The goal of the commission is to work to ensure that all residents have affordable, accessible, safe, and
67 appropriate housing. The commission has been looking into developing a Housing Trust Fund and hopes
68 to have a proposal for this in the next few months. The commission is also working on inclusionary
69 zoning initiatives, renter/landlord surveys, and the possibility of a rental registry. The Housing
70 Commission is a joint commission for the Town and Village. Ms. Smith said that the Commission is
71 requesting a change to its charter so that quorum will consist of four members, rather than three. This will
72 assist in more easily planning working group meetings, as presently these can consist of no more than two
73 members. In addition, the Commission plans to present a budgetary request for the next fiscal year.

74 Mr. Watts referenced a statement in the Essex Housing Needs Assessment which said that many renters do
75 not receive the financial support that they are entitled to and asked if the Commission planned to work
76 with renters to educate them on eligibility. Ms. Smith said she would discuss this with the rest of the
77 Commission. Mr. Teich asked Ms. Smith to estimate the amount of housing units Essex is lacking. Ms.
78 Smith said that it is difficult to estimate, but the number has been rapidly growing due to large increases in
79 prices. Ms. Smith said that one way that the Commission has been working to support an increase in
80 housing units is to promote the addition of accessory units on existing dwellings. Ms. Delphia asked if
81 there was interest on the part of the Commission to change their metrics of measuring housing
82 affordability to something more uniform, rather than an income percentage. Ms. Smith will bring the
83 issue back to the Commission to discuss.

84 In public comment, Ms. Higgins suggested consulting with legal council as she is concerned about setting
85 a potential precedent for other committees to change their charter to avoid conducting business in warned
86 meetings. Mr. Watts said that, in this case, the Board was removing an exception rather than creating one.
87 Mr. Champagne said that housing in Essex is unaffordable. Ms. Zaloom asked if the Housing
88 Commission collaborated in any way with the Champlain Housing Trust, as it seems like that group is
89 already doing much of the work that the Commission hopes to do. Ms. Smith said that they do not
90 formally collaborate, but that the two groups have had discussions. She said that many other
91 municipalities throughout the state have a Housing Trust Fund, in addition to working with Champlain
92 Housing Trust. Mr. Brown said that he has previously worked in affordable housing, and that a municipal
93 Housing Trust could be one of a variety of sources to promote affordable housing and other economic
94
95
96

97 development. Ms. Post asked if there is anything that the community can do to enforce affordability in
98 new developments. Ms. Smith said that this is one of the things can be done using inclusionary zoning,
99 which could mandate that a certain number of affordable units be constructed with a project. Mr. Duggan
100 said that the development regulations currently provide density bonuses for affordable housing, which
101 would allow a developer to build more homes in an area than they normally would be allowed to do. Ms.
102 Dunn said that she was happy to see the Housing Commission present to the Selectboard, and that she
103 would like to see this done with all the volunteer boards. Mr. Chawla asked if the Housing Commission
104 has been working with the Essex Junction Planning Commission on updates to the Land Development
105 Code. Ms. Smith said that this has not been done but this is a goal for the future.

106
107 **GEORGE TYLER made a motion, seconded by RAJ CHAWLA, that Trustees change the Housing**
108 **Commission's charter so that a quorum shall consist of four members. The motion passed 4-0.**

109
110 **TRACEY DELPHIA made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard**
111 **update the Housing Commission's charter so that a quorum is defined as four members. The motion**
112 **passed 4-0.**

113
114 **b. Discussion and possible action on Tree Farm Lease**

115 Mr. Luck said that the Tree Farm parcel is co-owned by the Village and Town and that it is currently
116 managed by the Tree Farm Management Group. Mr. Luck recommended the following: the lease not be
117 renewed; the property to be managed by both Recreation Departments in the future; and that the parcel
118 operates like a public park. He said he hopes this change will allow the community to have more of a say
119 in how the parcel is used. It is anticipated that the Tree Farm Management Group will still have input and
120 a seat on the advisory board in the future. Mr. Chawla suggested adding baseball and softball
121 representation on the board as well and said that this property could bring forward increased recreational
122 opportunities for other sports. Mr. Tyler asked if there were use restrictions on the property and whether it
123 could be used for other recreational uses besides soccer and rugby. Mr. Luck said all recreational and
124 educational uses were allowed. Mr. Brown asked how users will be impacted by this change and Ms. Vile
125 said there will be minimal changes. Mr. Luck said that all fee and user agreements will be honored going
126 forward. Ms. Delphia asked about the financial impact of this change as well as the impact on municipal
127 staff. Ms. Vile said this will not have a large impact on staff as current seasonal staff can be used to staff
128 this property. Ms. Hill-Fleury asked how seasonal staffing will work because their employment typically
129 ends in August. Ms. Vile said that an experienced seasonal staffer could have their time extended for this
130 purpose and Mr. Luck said that all direct expenses for the Tree Farm are paid for by facility users. Mr.
131 Watts expressed concern that, should separation occur and the two communities not come to an agreement
132 about how to manage the space, the facility could suffer. Mr. Luck said that this should be determined
133 prior to the start of the next season and thus not be an issue. Mr. Tyler asked about the revenue generated
134 by the Tree Farm and expressed concern that this budget is never reviewed by either Board. Mr. Teich
135 said that this was never required since it is a lease.

136
137 Mr. Eklof, Tree Farm Board member, was invited to speak. He said expenses for the year are around
138 \$110,000 and revenues around \$150,000. Mr. Eustis, a former Village Trustee, was invited to explain the
139 history of the property. Mr. Eustis said this property was handed down from the State of Vermont as a
140 sports and trails facility. It was intended to be available for members of the public for recreation. He said
141 that the facility has been locked in recent years and that "no parking" signs are visible in nearby
142 neighborhoods. Non-field areas and trails are also not being maintained or mowed. He said that both
143 things are preventing the general public from being able to use the area for recreation other than team

144 sports. Mr. Eustis supports the transition of this property management to the Village and Town due to
145 these concerns.

146

147 Public Comment:

- 148 • Mr. Nick said that he runs the Elite Eight Soccer League and has been playing at the facility for 15
149 years. The success of his league hinges on the success of the Tree Farm. He would like a guarantee
150 given to current renters indicating they will be able to use the facility. He said there is not enough
151 room at the Tree Farm for current soccer needs and he is concerned that adding other sports will
152 worsen this problem.
- 153 • Mr. Champagne said that taking over the Tree Farm is a power grab by EJRP. He expressed concern
154 with the conditions and maintenance at current parks. In addition, Mr. Champagne said that Stevens
155 Park is not being mowed and falling into disrepair. He is concerned that the same thing will happen to
156 the Tree Farm should it be taken over by either Recreation Department and that the money for its
157 operation will be funneled to other facilities. In addition, he called for the resignation of the Town
158 Manager. Mr. Brown and Mr. Murray reminded Mr. Champagne to refrain from attacking staff,
159 making unsubstantiated accusations and encouraged him to remain civil.
- 160 • Mr. McNamara, a cross country coach at Essex High School, indicated his support for Mr. Eustis's
161 comments as he believes that trails are not being maintained properly.
- 162 • Mr. DeMulder said when the state handed over the property, the original documents stated that there
163 would be no permanent structures including little league backstops. He asked if this has changed. Mr.
164 Teich said that he is not aware of anything in the deed that prevents recreation equipment from being
165 placed on the property. Mr. DeMulder said that the use of this facility by sports other than soccer will
166 impact soccer users. He is the state coordinator for Vermont TOPSoccer, which is a group for special
167 needs soccer players. He has been very impressed with the Tree Farm Management group in their
168 support of Vermont TOPSoccer and hopes that this relationship continues.
- 169 • Mr. _____ expressed concern that, should management change hands, the facility will not be as
170 accessible to soccer players as it has in the past. He said that more notice should have been given to
171 the regular lessees at the Tree Farm regarding this proposal and asked to hear more about the long-
172 term plans for the property.
- 173 • Ms. Lampron said that she is the scheduler at the Tree Farm and prior to that was the parent of a
174 soccer player. She said that the Tree Farm gate typically opened at dawn and closed at dusk. This
175 changed due to COVID, however, residents can always park outside the gate and enter on foot or bike.
176 The Tree Farm Management Group recently changed landscaping companies and will work to increase
177 the amount of space mowed in the future. Ms. Lampron said that the high school cross-country team
178 recently moved their Labor Day tournament to the Tree Farm and one of the conditions of this
179 agreement was that they would maintain the trails that they created. She noted that an ultimate frisbee
180 team currently practices at the Tree Farm.
- 181 • Mr. Barnes said that he is a parent of cross-country runners and that the Tree Farm is an amazing
182 property. Much of the trail upkeep is done by the team and their parents. He suggested that they have
183 some oversight from a professional landscaping company. With some work, the Tree Farm could be
184 one of the best cross-country facilities in the state.
- 185 • Mr. Hines said that he runs the Vermont Amateur Soccer League and has been renting from the Tree
186 Farm for years. He is concerned about his league being squeezed out of the space should it be taken
187 over by the Recreation Departments. The Tree Farm Management Group has been great to work with
188 and highly responsive. He would have upkeep concerns if the Recreation Departments were to take it
189 over.
- 190 • Charles _____ requested the Boards consider the impact of this decision on the New American
191 community, as many of them enjoy soccer. There is much less access to soccer facilities in the United

192 States than in other countries. Should other sports be allowed to use the space, it is inevitable that
193 soccer will be given less space.

- 194 • Mr. Dimitroff said that he is a soccer parent, and that this decision seems to be rushed, even if it is in
195 fact the best decision in the long-term. Some of the arguments made by the Recreation Directors are
196 contradictory, as things will change at the facility if other sports fields are added. It is difficult to
197 believe that this will have no tax impact, as this is a large parcel and facility. He said this decision
198 should wait until the dust has settled with separation.
- 199 • Mr. Chawla clarified his earlier comments regarding adding additional sport fields at the Tree Farm.
200 This was his idea alone and not included in any formal plans.
- 201 • Dustin _____ said that he encourages the communities to extend the lease and use this time to have the
202 groups collaborate to form a better plan. The Tree Farm Management Group has tournaments planned
203 for several years from now and does not believe that the community is ready for a change at this time.
- 204 • Mr. Cory Smith is a referee and player at the Tree Farm. He said the fields are overused and that turf
205 fields are needed to increase the playing season.
- 206 • Mr. Bergeron said that he has been playing soccer for many years at the Tree Farm and is a current
207 player in the Elite Eight. He believes that the facility is at capacity with soccer and cannot support any
208 other sports.
- 209 • Ms. Zaloom asked what the sports capacity was in the Town. She also asked for quantification of the
210 volunteer hours that go into maintaining the Tree Farm and asked if taking these hours away would
211 impact staff time and thus taxes. She asked for clarification regarding ultimate frisbee and lacrosse
212 representation on the Tree Farm Advisory Board. She asked if there has been an impact assessment
213 done regarding the number of people brought into Essex through Tree Farm activities. She does not
214 believe that the Town can manage the property as well as the current management group. She
215 suggested adding a representative of running groups to the current Tree Farm Advisory Board.
- 216 • Ms. Munson said that she is the Executive Director of the Vermont Youth Soccer Association. She
217 wants to advocate for the continued use of soccer at the Tree Farm, as it is an essential property for
218 soccer in Vermont. She asked for more transparency on the planned use for the property in the future.
- 219 • Ms. Cooper asked where the profits from the Tree Farm go. In addition, she said that these
220 conversations are common when contracts are up for renewal and that this does not seem rushed to
221 her. She said the voices of soccer players will be heard no matter who is managing the property.
- 222 • Mr. Goudie said that the Tree Farm Management Group is a non-profit organization and that any
223 profits are invested back into the Tree Farm operations and facility improvements.
- 224 • Ms. McAdoo said that she is a rugby player and encouraged that the road be fixed. She also said that
225 she is happy with EJRP's management of current resources.
- 226 • Mr. Eklof said that he believes that this process has been rushed, and that there has been very limited
227 discussion between the Town and Tree Farm Management Group. The Town and Village currently
228 make up 1/3 of the Tree Farm Advisory Board. He is concerned that the two Recreation Departments
229 are not getting along and this could impede the process. The Tree Farm Advisory Board has been
230 doing a great job for the past 20 years. There are plans to fix the road this year, as well as creating a
231 schedule to retire fields yearly to strengthen the grass.
- 232 • Ms. Dunn said that Tree Farm Management Group does a very good job managing the property for a
233 low price. The Conservation and Trails Committee could assist with trail management. She read from
234 legal documents and said that buildings can be built or altered on the property, however, there is a
235 process that needs to be followed due to their historic status.
- 236 • Ms. Post said that this process felt similar to the Memorial Hall process, where there was a major
237 change in management and it was not publicized to the general public. She would like to see these

238 items brought up at one meeting and voted on at the next to allow for citizen input and more
239 transparency.

- 240 • Mr. Senn said that he was a previous president of the Tree Farm Advisory Board. He said that the gate
241 was installed due to vandalism. The Tree Farm closes at dusk to prevent drug use on the property. He
242 said he does not believe that the Recreation Directors understand the amount of work that will go into
243 managing the property without increased staff or budget.
- 244 • Mr. Willetts said that he is a coach, soccer player, and has been involved in the Tree Farm for the past
245 17 years. This property is a huge value for the community and the Tree Farm Management Group
246 does a great job managing it. The Town and Village should not be taking over the property during the
247 middle of separation efforts and should consider extending the lease. Bringing in additional groups
248 will harm the field and will displace groups who have put in hundreds of volunteer hours over the
249 years. He said the Foster Road fields are maintained by the Little League due to EPR's inability to
250 maintain the property to an appropriate level. Should his club be displaced, there would be no other
251 comparable field for them to play on.
- 252 • Ms. Sargent said that the Recreation Departments need to build credibility at this time. They are
253 unable to get the staffing needed to re-open the Senior Center and have been providing limited
254 communication on this issue. They departments need to work on reestablishing existing programs
255 before implementing new ones.
- 256 • Ms. Higgins said that she is not opposed to moving the Tree Farm to municipal management but now
257 is not the time to do so. The lease should be extended through 2023, if not longer.
- 258 • Ms. Davis asked if the Tree Farm allows hunting. Mr. Watts said that it does not. Ms. Davis
259 suggested that the same hold true for Saxon Hill.

260
261 Ms. Hill-Fleury asked how much land is available for uses besides soccer. Ms. Lampron said the space is
262 split evenly between parking, trails, and fields. Mr. Brown said that he heard a lot of concerns regarding
263 continuing the allow soccer to thrive at the Tree Farm, as well as the development of a business and
264 maintenance plan. He would like to hear how other similar facilities are managed before making any
265 decisions. Mr. Chawla said the MOU does not specifically mention soccer and said that it is important to
266 see how all users can be included. He would also like information on how an Enterprise Fund would work
267 for this purpose. Mr. Tyler said that there is no desire to push soccer outside of the Tree Farm. He also
268 said most of the recreation budget consists of program fees, rather than tax revenue. Mr. Tyler said that
269 the main issue in front of the Boards is that a non-profit organization is operating on municipal property
270 and that this can affect efficient operations. Mr. Luck said that the intention of this change is not to stop
271 the success of the Tree Farm and that this is not in jeopardy in any way. The Recreation Departments
272 hope to establish a Field Management Plan. The departments are used to running events on the weekends
273 and managing large groups. The goal of a Recreation Department is to maximize knowledge, use, and
274 community management of publicly owned facilities and this is an effort to do so.

275
276 This issue will be discussed further at a future meeting. Mr. Brown called for a ten-minute recess. When
277 the meeting was called back to order, the Boards choose to discuss items "E" and "G" prior to item "C."

278
279 **e. Consider designating voting delegates for Vermont League of Cities and Towns' Annual Town
280 Meeting, VLCT Employment and Resource Benefits Trust annual meeting, and Property and
281 Casualty Intermunicipal Fund annual meeting**

282 Mr. Watts said these meetings would be held on September 29 and that the Boards would need a
283 representative for each. This could, but does not have to be, the same person for all three.

285 **ANDY WATTS made a motion, seconded by DAWN HILL-FLEURY, that the Selectboard**
286 **nominate Tracey Delphia as their voting delegate for the VLCT Annual Town Fair. The motion**
287 **passed 4-0.**

288
289 Mr. Brown discussed this commitment with the Trustees and no one in attendance was available. He
290 suggested appointing Mr. Teich to attend this event.
291

292 **RAJ CHAWLA made a motion, seconded by GEORGE TYLER, that the Trustees nominate Evan**
293 **Teich as their voting delegate for the VLCT Annual Town Fair. The motion passed 4-0.**
294

295 **g. Consider appointment of Selectboard member to Cannabis Study Committee (Selectboard only)**
296

297 **TRACEY DELPHIA made a motion, seconded by PATRICK MURRAY to appoint Dawn Hill-**
298 **Fleury as the Selectboard representative to the Cannabis Study Committee. The motion passed 3-0-**
299 **1, with DAWN HILL-FLUERY abstaining.**
300

301 **c. Discussion of sharing services in event of creation of independent City of Essex Junction**

302 Mr. Watts and Mr. Brown suggested prioritizing tonight's discussion to the following areas: Indian Brook,
303 Senior Services, Police, Finance, and Reappraisal. Mr. Watts said that the Selectboard supports providing
304 contracted Police services to the new City of Essex Junction. He said that this contract would include all
305 Policing costs, including those which are not typically included in the Police budget. The Selectboard
306 would support a contract cost on a per-capita basis, however, is also willing to looking at other metrics.
307 While the Trustees asked for a long-term contract, Mr. Watts said that the Selectboard is considering a 3–
308 5-year contract with an annual budgetary review. The Town Manager will have final say regarding the
309 hiring of the Police chief, however the Village Manager will likely be consulted. Mr. Watts said that the
310 Selectboard does not want to be contractually bound by any ordinance alignment, although he does
311 support it. Special events, possibility including school dismissal at Five Corners, would be discussed on a
312 case-by-case basis. All Police debt would be voted on by the Town only, but pricing based on these debts
313 could be incorporated into contract pricing for the City. All future revenue would be retained by the Town
314 but would be used to offset costs for the Police Department.
315

316 Mr. Brown said that it would be helpful to develop informal consensus at this meeting and that this would
317 be used to develop into a contractual document in the future. Mr. Watts asked if the Trustees expect the
318 Selectboard to sign a contract before separation is approved and Mr. Brown answered affirmatively. Mr.
319 Ellis said that he supports a tentative agreement but recommended that singular agreements are not made
320 for specific issues. A formal binding agreement will be put in place when all parties agree on all issues.
321

322 The Trustees agreed with the Selectboard that Policing costs be determined on a per-capita basis, with Mr.
323 Tyler suggesting that the Police Chief be consulted to ensure that this is the best method. Mr. Brown
324 indicated support for City funding the actual cost of the Police Department but asked that the Finance
325 Department come up with a proposal for what this cost would actually look like. From the audience, Ms.
326 Higgins asked for a point of order. She said that the Selectboard had never voted to enter into formal
327 negotiations with the Trustees regarding separation. The public was told that this was an investigation,
328 not a negotiation. Mr. Ellis said that the Trustees made a proposal and the Selectboard was responding.
329 He said this discussion ought not be stopped for a procedural objection. Ms. Hill-Fleury suggested that
330 the Selectboard listen to the Trustees responses during this time and not comment on them. Mr. Teich
331 said that tonight's discussion was to set up the parameters for further detailed conversations as there is no

332 way for the Selectboard to plan for the future without having conversations with the Trustees. Mr. Ellis
333 reiterated that the purpose of tonight's meeting was to see where each Board stands on specific issues.
334

335 Mr. Brown asked if revenue and surplus would go back to the Town and City equally and Mr. Ellis
336 suggested having a true-up at the end of the year. Mr. Brown agreed with Mr. Watt's earlier suggestion of
337 the inclusion equity groups on the Police Oversight Board. Mr. Watts also said this board would be
338 established by the Town, as the Police Department is a Town department. It would be anticipated that at
339 least one City resident would have a seat on the board. Mr. Chawla expressed support for including equal
340 representation for Village residents on this board. Policing in the Village is different than in the Town and
341 it will be important to provide this input to the Police Department. Mr. Watts asked if an advisory board
342 membership was a "sticking point" for the Trustees. Mr. Chawla said that this was very important to him
343 as the City residents need to have their own input and oversight on Policing. Mr. Brown said that this is
344 desired but not a showstopper at this time. Mr. Watts asked if flexibility to go to other organizations is
345 something that the City would be interested in pursuing. Mr. Teich said if there is a service that the
346 Village desires that is not typically provided, such as the school crossing at the Five Corners, this ought to
347 be listed as a separate contractual cost. He also suggested that manhours can be tracked for events in
348 either the Town or City, if this is desired. Mr. Luck said that tracking manhours for events can become an
349 administrative nightmare and could be seen as a challenge to the Chief's ability to manage the department.
350

351 Mr. Watts said that the Selectboard would also like to have the Village pay the complete costs associated
352 with the Finance Department. He said Town employees will be hired at the full discretion of the Town
353 Manager, however, the City Manager may be consulted. The Selectboard would like more information
354 about the proposed sixth employee proposed by the Trustees and their role in the department. The
355 Selectboard would also like to learn more about the City's intention for sharing the Clerk and Treasurer,
356 as they may be interested in continuing to share the position. Mr. Brown said that current Town/Village
357 Clerk/Treasurer has said that each community must have their own Clerk/Treasurer. Regarding the
358 Finance Department, Mr. Brown said that, during the transition period, this would be a truly shared
359 department. Finance is an essential service to the City and they need to have some authority. Mr. Watts
360 said these are the same constraints the contract placed on the Police Department and asked why Finance
361 was seen differently. Mr. Brown said Finance would only be for a specific period to allow for the
362 unwinding of the department. Mr. Brown said his main concern is that the person who is responsible for
363 finances needs to have some type of oversight by the City Manager or council. Mr. Ellis said that the
364 Selectboard feels this would cause the Finance Director to have two bosses with separate priorities. Mr.
365 Brown said this mirrors the current setup with the Unified Manager. Ms. Safar said there is no problem
366 with this from a legal perspective but rather a lack of willingness to manage jointly and administratively.
367 Mr. Teich said that it can be difficult to listen to two bosses and this is especially hard when they are not
368 going in the same direction. Mr. Tyler said that, during the transitional period, the management will be
369 people that we know and trust, and he feels comfortable with them being managed exclusively by the
370 Town.
371

372 There was some discussion on whether the external costs of the Finance Department (e.g., IT, Workers
373 Comp, etc.) would need to be paid for by the Village. Currently, there are five Finance employees, with
374 another to be added under the Village's proposal. Currently, only one Finance employee is exclusively a
375 Village employee. Most of these employees are Town employees who do work for the Village. During
376 the transitional period, some of the costs would be transferred out as three of the six employees would
377 become Village employees. Mr. Luck said that by the end of FY2023, there will be two Finance
378 employees in both the Village and Town and the Finance Director and Assistant Director would be shared.
379 Mr. Luck said that these positions would be full-time Town employees and the City would pay a share of

380 this. There was some discussion on whether or not a sixth employee would be required should separation
381 not occur, as well as how their training would be provided. Mr. Luck said that the person would be
382 brought on while the Finance team is still shared and would be needed regardless.
383

384 Mr. Watts noted that the time was now past 11 PM, and that a unanimous vote is required by the
385 Selectboard to continue past this time.
386

387 **PATRICK MURRAY made a motion, seconded by TRACEY DELPHIA, that the Selectboard**
388 **continue the August 23rd meeting to 11:30 PM. Motion passed 4-0.**
389

390 Regarding reappraisal: Mr. Watts said that the Selectboard would like to have a Common Reappraisal
391 Fund with the City, as well as continuing with a shared Assessor. Mr. Teich said that reappraisal is likely
392 to begin at the end of 2022 and may take 2-3 years to complete. Both Boards expressed a desire to figure
393 out how separation would impact this process.
394

395 Regarding Senior Services: Mr. Watts said the Selectboard does not want to pay half for a Senior Center
396 space that can be used for other services by the City. If this is the case, the Selectboard would like to find
397 its own space for a Senior Center and would be happy to consider sharing the space. Mr. Brown said the
398 Town could be charged for the time that the space would be used for Senior Services. Mr. Tyler said that
399 the seniors are a vulnerable population and encouraged sharing the services. He would like to reassure our
400 seniors that they are not going to lose their services because of politics.
401

402 Regarding Indian Brook, Mr. Watts said that the current fee structure does not cover the full cost of the
403 park. The Selectboard said they would be open to offering the resident rate to City residents but the City
404 would need to pay some of the costs of park management. In addition, the Town would like resident
405 access to all EJRP programs including childcare. Mr. Brown said that this is not fair to the Village, as the
406 Village would be supporting Indian Brook and losing revenue from EJRP programs. He said he would
407 want to know more of the financial details for offering resident rate to Town residents.
408

409 Mr. Brown also said that, at future meetings, the Boards need to be willing to do the work needed for
410 separation without having other agenda items interfere.
411

412 **f. Discuss agenda topics for next joint meeting**

413 The Boards discussed item "f" prior to item "d." Mr. Brown requested that the Tentative Agreements be
414 presented at the next joint meeting and Mr. Watts said this could be difficult to do since the Selectboard
415 only has one meeting prior to the next joint meeting. Other items suggested for the next meeting agenda
416 include: retail cannabis sales, the Tree Farm property, and the evaluation of the Unified Manager.
417

418 **PATRICK MURRAY made a motion, seconded by DAWN HILL-FLEURY that the Selectboard**
419 **continue the August 23rd meeting to 12 AM. Motion passed 4-0.**
420

421 **d. Discussion about planning for Fiscal Year 2023 budget**

422 Mr. Teich asked both Board members for their priorities for the next budgetary year. Some of the
423 suggestions included: diversity and equity initiatives, economic development, sidewalk plowing,
424 stormwater initiatives, and energy efficiency. Mr. Watts requested that tax equity between the Town and
425 Village continue to be pursued. Mr. Brown stated, should the Selectboard move forward with this
426 suggestion, that funding capital projects in the Village using the Town Capital Fund would be helpful.
427

428

429 **6. READING FILE**

430 a. Board member comments: None.

431 b. List of Boards/Committees/Commission openings

432 c. Memo from Karen Lemnah re: Reappraisal & Common Level of Appraisal (CLA)

433 d. Upcoming meeting schedule

434

435 **7. EXECUTIVE SESSION**

436 None.

437

438 **8. ADJOURN**439 DAWN HILL-FLEURY made a motion, seconded by PATRICK MURRAY, that the Selectboard
440 adjourn the meeting. The motion passed 4-0 at 11:41 PM.

441

442 GEORGE TYLER made a motion, seconded by RAJ CHAWLA, that the Trustees adjourn the
443 meeting. The motion passed 4-0 at 11:41 PM.

444

445 Respectfully Submitted,

446 Darby Mayville

447 Recording Secretary

448

449

450