



VILLAGE OF ESSEX JUNCTION TRUSTEES REGULAR MEETING AGENDA

Online & 2 Lincoln St. Essex Junction, VT 05452 Tuesday, August 24, 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: 320 357 014#
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. *Work Session on Essex Junction Independence Initiative
b. Consider approval of warning of first and second public hearings re: Charter for City of Essex Junction
c. Consider approval of content from Our Village, Our Voices on the Village of Essex Junction website
d. Consider authorizing the Village Clerk to mail out ballots to all active registered voters for the November 2nd election
e. Discussion about planning for Fiscal Year 2023 budget
f. Consider adoption of Public Nuisance Ordinance
g. Consider potential action on Rail Council
6. CONSENT ITEMS
a. Consider approval of Champlain Valley Expo events requiring waivers list
b. Consider approval of EJRP Bus Bid recommendation
c. Approve minutes: August 10, 2021
d. Approve Check Warrant #17264 - 8/13/21
7. READING FILE
a. Board member comments
b. Memo from Chief Ron Hoague re: Recap of National Night Out
c. Email from Nicole Mone-St. Marthe re: Reopening options for Senior Center
d. List of Boards/Committees/Commission openings
e. Memo from Brad Luck re: Maple Street Safety
f. Upcoming meeting schedule
8. EXECUTIVE SESSION
a. *An executive session may be needed to discuss negotiation of contracts and agreements with the Town of Essex
9. 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 [Signature]

**VILLAGE OF ESSEX JUNCTION
BOARD OF TRUSTEES
MINUTES OF MEETING
August 24, 2021**

TRUSTEES PRESENT: Andrew Brown, President; Raj Chawla, Vice President; Dan Kerin; Amber Thibeault.

ADMINISTRATION: Evan Teich, Unified Manager; Ron Hoague, Chief of Police, Robert Kissinger, Lieutenant; Marguerite Ladd, Assistant Manager; Brad Luck, Director of Essex Junction Parks & Recreation; Sarah Macy, Finance Director; Robin Pierce, Community Development Director.

OTHERS PRESENT: Alyse Certa, Andy Champagne, Annie Cooper, Bridget Downey-Myer, Elaine Haney, Tim Shea, Gabrielle Smith, Joe _____.

1. CALL TO ORDER

Andrew Brown called the meeting to order at 6:30 pm.

2. AGENDA ADDITIONS/CHANGES

Ms. Thibeault requested to move Consent Agenda Item 6a to 5h and add material to support Business Item 5g.

3. APPROVE AGENDA

DAN KERIN made a motion, and RAJ CHAWLA seconded, to approve the agenda as amended. The motion passed 5-0.

4. PUBLIC TO BE HEARD

a. Comments from public on items not on the agenda

Mr. Champagne asked if Village residents have voting rights for both Village and Town board members. Mr. Brown replied yes. Mr. Champagne asked if Village residents can serve on both Selectboard and Trustees at the same time. Mr. Brown replied yes. Mr. Champagne asked whether the Village controls the Town if 3 members of the Selectboard are from the Village. Mr. Brown replied no. Mr. Champagne asked about amounts in the Village and Town budgets. Mr. Brown confirmed the numbers. Mr. Champagne asked if the Town Manager reports to both the Selectboard and Trustees. Mr. Brown replied yes. Mr. Champagne asked if Village residents would be able to vote for Selectboard members if the Village separates from the Town, and Mr. Brown replied they would not. Mr. Champagne asked about enforcement and accountability for any agreements between the Town and Village, and Mr. Brown replied that those agreements would be backed by contractual law.

5. BUSINESS ITEMS

a. *Work Session on Essex Junction Independence Initiative

Mr. Luck began by outlining the topics that will be discussed during the work session, which include: the current status of the charter, discussion about the proposals with the Town of Essex, an update from Our Village, Our Voices, and reviewing the meeting schedule.

Mr. Luck began by reviewing the charter. Mr. Brown asked about consolidated services during the Transition Period (Section 102) and whether services not planned for consolidation during the transition period should be listed in the section. Mr. Luck clarified that the transition period is the one year following approval from the legislature, in which the City would continue with existing consolidated services. Mr. Luck noted that language in the finance section has been updated to reflect Village tax delinquencies that ought to stay with the Town for the transition period. He briefly ran

53 through other minor changes. He noted that the Trustees will vote to approve the charter at their
 54 September 14 meeting.
 55

56 Mr. Luck then led a discussion of the August 23 joint meeting between the Trustees and the Town
 57 Selectboard. Ms. Thibeault asked whether the Trustees and Selectboard need to be in conceptual
 58 agreement about shared services by November or whether they must have a signed and executed
 59 contract for those services by November. Mr. Brown said he had similar concerns, as a comment was
 60 made that the shared services must be agreed-upon by the end of September. He said that focus
 61 should be on items that are outstanding in terms of budgetary impacts (for Police, Finance, Assessor,
 62 or other services that are being shared). Mr. Tyler clarified that the only item on the ballot would be the
 63 proposed charter, not shared services. He said it is important to have shared service arrangements in
 64 place for separation but not necessarily in time for the vote. Mr. Brown said that having shared service
 65 arrangements in place would inform a proposed budget, which is important in terms of whether voters
 66 will approve the charter. Mr. Tyler said that having a conservative estimate or a range could still be
 67 informative if exact budget figures aren't available at the time of the vote. Mr. Chawla asked what will
 68 be in a Tentative Agreement (TA) and whether it could include figures. He also asked who decides
 69 what a complete deal is.
 70

71 Mr. Brown reviewed the list of proposed shared services and asked Trustees to weigh in on whether
 72 there are items that could be taken off that list to expedite the process with the Selectboard. The
 73 Trustees discussed each of the items and determined that there is enough consensus between the
 74 Trustees and Selectboard to draft TAs for Police services, reappraisals, and assets (first right of
 75 refusal for 81 Main Street). They determined that more discussion is needed in the areas around
 76 finances, Indian Brook access, the transition period, tax delinquencies, and senior services.
 77

78 Elaine Haney provided an update from Our Village, Our Voices (OVOV) on efforts to inform and
 79 educate voters about the upcoming vote in November. She said that there are currently 23 active
 80 volunteers assisting OVOV and that another 15-20 plan to join the canvassing effort. She noted that
 81 they have had several events including: spinning and coffee chats with Trustees as opportunities for
 82 conversation and questions. She showed an example of the information cards and informational flyers
 83 that OVOV produces and brings to events. She noted that the most frequently asked questions are
 84 around how taxes will be impacted, what will happen with police services, and what will happen after
 85 the vote. She noted that OVOV will conduct additional outreach through the fall.
 86

87 Joe ____ asked about the legislature, saying that the Village should be proactive about any potential
 88 reasons why the legislature would vote against this charter change. Mr. Brown said that it is often
 89 difficult to predict how the legislature will vote on any given measure, saying that the Village is making
 90 efforts to ensure the support of its legislative delegation.
 91

92 Mr. Luck then briefly summarized the upcoming meeting schedule.
 93

94 **b. Consider approval of warning of first and second public hearings re: Charter for City of**
 95 **Essex Junction**

96 Mr. Luck noted that the public hearings would take place on September 28 and October 12.
 97

98 **DAN KERIN made a motion, and GEORGE TYLER seconded, that the Trustees approve the**
 99 **warnings for two public hearings regarding the City of Essex Junction charter on September 28**
 100 **and October 12, pending review from the clerk. The motion passed 5-0.**
 101

102 **c. Consider approval of content from Our Village, Our Voices on the Village of Essex Junction**
 103 **website**

104 **GEORGE TYLER made a motion, and DAN KERIN seconded, that the Trustees review and**
105 **approve the FAQ documents and other materials provided by the citizen group, Our Village,**
106 **Our Voices prior to posting those materials to the Village website and prior to distributing**
107 **those materials. The motion passed 5-0.**

108 **d. Consider authorizing the Village Clerk to mail out ballots to all active registered voters for**
109 **the November 2nd election**

110 Mr. Brown spoke in favor of this, noting the overwhelming success and increased participation of
111 voters through the mail-in ballot process.

112 **RAJ CHAWLA made a motion, and AMBER THIBEAULT seconded, that the Trustees authorize**
113 **the November 2nd ballot to be mailed to all active registered Essex Junction residents. The**
114 **motion passed 5-0.**

115 **e. Discussion about planning for Fiscal Year 2023 budget**

116 Ms. Macy noted that a critical part of budget process is receiving input from the Trustees on high level
117 goals and priorities for the budget year and invited them to give their input.

118
119 Mr. Brown said that a priority is ensuring that the Village has the financial resources available for
120 separation activities and related costs. He said another goal is having ordinance enforcement be more
121 proactive in nature, since enforcement is currently lacking, and asked about the resources that it would
122 take to do that. Mr. Tyler recalled that when this had been discussed in the past, increased
123 enforcement also likely entailed legal action and costs, which should be taken into consideration. Mr.
124 Kerin noted that in the past, they had discussed having a board to address ordinance violations at the
125 local level. Mr. Chawla spoke about an idea from the Racial Equity Task Force to invest 1% of the
126 budget for an equity position to be shared with the Town. He also noted that the Village doesn't have
127 Community Development in the citizen sense, in terms of outreach and communication.

128
129 Mr. Tyler asked about discussing pursuit of a Local Option Tax. Mr. Brown replied that he'd like to
130 prepare for a vote on a Local Options Tax. He said from a budgetary standpoint, staff proposals on
131 how to budget and plan for a Local Option Tax will be necessary.

132
133 Mr. Tyler noted a request to upgrade ventilation in the Brownell Library, citing concerns over current
134 ventilation and the rise of Covid-19 variants. Mr. Kerin said that Efficiency Vermont may be able to
135 assess the Library's HVAC system. Mr. Brown noted that they may be able to leverage ARPA funding
136 for some of these activities.

137
138 **f. Consider adoption of Public Nuisance Ordinance**

139 Chief Hoague said that he and Lieutenant Kissinger have incorporated feedback from the Trustees'
140 previous discussion of the ordinance into the most current version. He asked the Trustees for
141 additional feedback.

142
143 Mr. Brown asked about edits to the sound ordinance section and whether the timing of various
144 activities was made internally consistent. Mr. Chawla noted that some start times were 6:00 AM and
145 others were 7:00 AM. The Trustees agreed to adjust all start times for trash hauling and other activities
146 to 7:00 AM in the sections and definitions. Ms. Thibeault asked to strike "utilizing mechanized
147 conveyances" from the trash collection section, citing concerns that noise could still emanate from
148 trash trucks whether they use a device to collect trash or collect it manually. Mr. Kerin, Mr. Tyler, and
149 Mr. Brown disagreed, saying that the intent was to target larger trash haulers.

104
105
106
107

108
109
110
111

112
113
114

115
116
117
118
119
120
121
122
123
124
125
126
127
128
129
130
131
132
133
134
135
136
137
138
139
140
141
142
143
144
145
146
147
148
149
150

151 Ms. Thibeault asked about language around frightening horses and missiles. Chief Hoague noted that
 152 the definition of missiles in the language is any object that can be thrown. He also noted that the
 153 language is pertinent to gatherings such as parades, where spooked horses could pose a public safety
 154 concern.

155
 156 Ms. Thibeault asked about language around the use of firearms, asking whether discharging firearms
 157 is even permitted in the Village. Lieutenant Kissinger replied that he will remove the language, as it
 158 applied more to the Town than to the Village.

159
 160 Other minor changes were discussed. Edits will be incorporated and brought back before for the
 161 Trustees for final approval at a subsequent meeting.

162
 163 **g. Consider potential action on Rail Council**

164 Mr. Pierce said that this item came out of a review of the Vermont Rail Plan, which would reinstate Rail
 165 Service between Montreal and Boston via Springfield, Massachusetts and would stop in Essex
 166 Junction. Given this activity and that the Essex Junction station is the busiest in Vermont, staff
 167 recommend that the Village pursue representation on the Vermont Rail Advisory Council. Mr. Brown
 168 agreed that it would be good to have a Village Trustee on the Council. Others agreed and will think
 169 about who may be best to suggest for appointment.

170
 171 **h. Consider approval of Champlain Valley Expo events requiring waiver list **was Consent**
 172 **Agenda item 6a****

173 Ms. Thibeault asked for an explanation of the current waivers. Mr. Shea walked through the current
 174 waiver requests.

175
 176 **6. CONSENT ITEMS**

- 177 a. Consider approval of Champlain Valley Expo events requiring waivers list **now Business Item
- 178 5h**
- 179 b. Consider approval of EJRP Bus Bid recommendation
- 180 c. Approve minutes: August 10, 2021
- 181 d. Approve Check Warrant #17264—8/13/21

182
 183 **GEORGE TYLER made a motion, and DAN KERIN seconded, to approve the consent agenda as**
 184 **presented. The motion passed 5-0.**

185
 186 **7. READING FILE**

- 187 a. Board member comments: Mr. Chawla thanked Mr. Luck and Chief Hoague for their clarification
- 188 about Maple Street Park.
- 189 b. Memo from Chief Ron Hoague re: Recap of National Night Out
- 190 c. Email from Nicole Mone-St.Marthe re: Reopening options for Senior Center
- 191 d. List of Boards/Committees/Commission openings
- 192 e. Memo from Brad Luck re: Maple Street Safety
- 193 f. Upcoming meeting Schedule

194
 195 **8. EXECUTIVE SESSION:**

196 * An executive session may be needed to discuss negotiation of contracts and agreements with the
 197 Town of Essex
 198 An executive discussion was not needed.

199
 200 **9. ADJOURN**

201 **DAN KERIN** made a motion, and **RAJ CHAWLA** seconded, to adjourn the meeting. The motion
202 **passed 5-0.**

203 The meeting adjourned at 8:47 PM.

204

205 Respectfully Submitted,

206 Amy Coonrad