



VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
REGULAR MEETING AGENDA

Online & 2 Lincoln St.  
Essex Junction, VT 05452  
Tuesday, December 21, 2021  
6:30 PM

E-mail: [manager@essexjunction.org](mailto:manager@essexjunction.org)

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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](#).
- **JOIN CALLING:** Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 653 811 496#

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. Tribute and approval of resolution of appreciation James Jutras
  - b. \*Discussion and possible action about contracts
6. **CONSENT ITEMS**
  - a. Approve minutes: December 7, 2021
  - b. Approve Check Warrant: #17282—12/17/2021
7. **READING FILE**
  - a. Board member comments
  - b. Email from Efficiency Vermont re: Efficiency Connections – Winter, 2022
  - c. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
  - a. \*An executive session is anticipated to discuss contracts
9. **ADJOURN**

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Certification: 12/17/2021

**VILLAGE OF ESSEX JUNCTION  
BOARD OF TRUSTEES  
MINUTES OF MEETING  
December 21, 2021**

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

**ADMINISTRATION:** Evan Teich, Unified Manager; Greg Duggan, Deputy Town Manager; Maureen Gillard, School Age Childcare Director; Brad Luck, EJRP Director.

**OTHERS PRESENT:** Bob Burrows, Kevin Collins, Joe Cornacchia, Chris Kline, Greg Morgan, Charles Safford, Gabrielle Smith, Harlan Smith, Dennis Thibeault, Irene Wrenner.

**1. CALL TO ORDER**

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

**2. AGENDA ADDITIONS/CHANGES**

**3. APPROVE AGENDA**

**4. PUBLIC TO BE HEARD**

a. Comments from public on items not on the agenda

Harlan Smith said that he had a concern with a mutual aid agreement with the Fire Department. He asked if some of the automatic mutual aid services that were halted when Covid hit could be resumed. He said his main concern is the Susie Wilson Road corridor, which is prone to bad accidents. He said that with automatic mutual aid not being active, any incidents on that road would need to wait for the Town's Fire Department to respond. Mr. Brown said that Village staff are aware of this concern and that they will discuss further internally.

**5. BUSINESS ITEMS**

a. Tribute and approval of resolution of appreciation James Jutras

Mr. Tyler read the resolution for James Jutras into the record:

"WHEREAS, James Jutras was hired by the Village of Essex Junction as Wastewater Director Chief Operator on December 12, 1990; and,

WHEREAS, since that time, James has also held roles as Essex Junction Public Works Superintendent and Water Quality Superintendent; and,

WHEREAS, James will retire on January 7, 2022, concluding more than 31 years of dedicated service and leadership to the Village of Essex Junction as well as the towns of Essex and Williston; and,

WHEREAS, James is a highly respected and highly competent water quality industry leader in the community, in the State of Vermont, and in all of New England, and regularly provides guidance to other facilities; and,

WHEREAS, James has been an excellent mentor who helped staff develop personally and professionally; and,

WHEREAS, James maintained positive working relationships with the towns of Essex and Williston with respect to the wastewater Tri-Town Agreement and always demonstrated an ability to find common ground on issues; and,

WHEREAS, James's selfless approach ensured efficient, cost-effective operations at the wastewater treatment facility; and,

WHEREAS, James oversaw and led a \$15 million facility maintenance upgrade at the wastewater treatment facility from 2011 to 2014, as well as numerous smaller improvement projects; and,

WHEREAS, James created a successful biosolids land application program

54 with North Williston Cattle Co. that is one of the only remaining programs in Vermont and has been  
55 recognized by national trade magazines including Treatment Plant Operator; and,  
56 WHEREAS, James obtained grant money to help the Village purchase the combination sewer  
57 cleaning truck, more affectionately known as the Super Sucker 5000; and,  
58 WHEREAS, James was at the forefront of technical advances in the wastewater and storm water  
59 fields throughout his career, mitigating energy use at the wastewater treatment facility and improving  
60 nutrient removal from wastewater, including through a partnership with Dr. Appala Raju Badireddy at  
61 the University of Vermont in the Vermont Phosphorus Innovation Challenge to remove and recover  
62 phosphorus from side stream wastewater; and,  
63 WHEREAS, James has remained passionate throughout his career about water quality, and regularly  
64 reminds others that wastewater treatment is the first defense of public health; and,  
65 WHEREAS, James's expertise and dedication have been recognized through many individual awards,  
66 including the Green Mountain Water Environment Association's Contribution to Association Award  
67 (1997), Green Mountain Water Environment Association's Elizabeth A. Walker Meritorious Service  
68 Award (2016), New England Water Environment Association's Alfred E. Peloquin Award (1995), New  
69 England Water Works Association's Water Works Leadership Award (2001), New England Water  
70 Environment Association's E. Sherman Chase Award (2004), and the Environmental Protection  
71 Agency New England Region 1's Wastewater Treatment Plant Operator Excellence Award (2013); and  
72 awards for the wastewater treatment facility, including the American Council of Engineering  
73 Companies' Grand Award to Aldrich & Elliot, PC in association with the Village of Essex Junction for  
74 engineering excellence on the project Essex Junction WWTF Refurbishment (2016), Efficiency  
75 Vermont's Energy Management Award (2016), the Efficiency Vermont Best Practices (BPX)  
76 Innovation Energy Leadership Award (2021), the Governor's Award for Environmental Excellence  
77 (2018), the Environmental Protection Agency New England Region 1's Wastewater Treatment Plant  
78 Excellence Award (2009), the New England Water Environment Association's Energy Management  
79 Achievement Award (2017), the New England Water Environment Association Residuals Management  
80 Achievement Award (2021), and the Vermont Governors Award for Environmental Excellence &  
81 Pollution Prevention (2003); now therefore be it  
82 RESOLVED, that the Board of Trustees, on behalf of the staff and citizens of the Village of Essex  
83 Junction, hereby extend our most sincere appreciation to James for his dedicated career in making  
84 Essex Junction and the region a better, healthier place to live and work."

85  
86 Charles Safford spoke about Mr. Jutras' years of service and activities. He spoke about Mr. Jutras's  
87 commitment to environmental stewardship. He thanked Mr. Jutras for his years of service to the  
88 Junction.

89  
90 Other Trustees and Village staff expressed sentiments of thanks and gratitude to Mr. Jutras for his  
91 water quality leadership in the community over the years.

92  
93 Mr. Jutras said that being a front-line environmentalist was one of the reasons why he entered into this  
94 line of business. He also spoke about the supportive environment of the Board and staff and said that  
95 any successes are due to that support.

96  
97 Greg Morgan, a former Trustee, said that being on the board that hired Mr. Jutras may have been his  
98 most significant contribution to the Village, and thanked him for his service.

99  
100 Harlan Smith spoke highly of Mr. Jutras's accomplishments and thanked him for his service.

101  
102 Gabrielle Smith thanked Mr. Jutras for his contributions to the community and his service.  
103

104 **GEORGE TYLER made a motion, seconded by DAN KERIN, that the Board of Trustees adopt**  
105 **the resolution in appreciation of James Jutras this day, December 21, 2021. The motion passed**  
106 **5-0.**

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108 b. \*Discussion and possible action about contracts  
109 This item was discussed in executive session.

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111 **6. CONSENT ITEMS**

- 112 a. Approve minutes: December 7, 2021  
113 b. Approve Check Warrant: #17282—12/17/2021

114  
115 **AMBER THIBEAULT made a motion, seconded by DAN KERIN, to approve the consent agenda**  
116 **as presented. The motion passed 5-0.**

117  
118 **8. READING FILE**

119 a. Board member comments: Mr. Brown pointed out an award from Efficiency Vermont on wastewater  
120 leadership. He asked if Board members had comments about the Selectboard's position on  
121 separation. Mr. Tyler said he would like to consider suggesting to the Selectboard that they take no  
122 position on separation. He said that the Village has a clear mandate based on the separation vote. Mr.  
123 Chawla and other Trustees agreed. Mr. Chawla also noted that the 7:00 AM garbage pickup rule is not  
124 currently being followed and asked if staff could outreach to some of the trash haulers to remind them  
125 of the ordinance.

- 126 b. Email from Efficiency Vermont re: Efficiency Connections – Winter, 2022  
127 c. Upcoming meeting schedule

128  
129 **9. EXECUTIVE SESSION:**

130 \*An executive session is anticipated to discuss contracts

131  
132 **ANDREW BROWN made a motion, seconded by DAN KERIN, that the Trustees make the**  
133 **specific finding that general public knowledge of contract negotiations with an employee**  
134 **would place the Village at a substantial disadvantage, and that the Trustees enter into**  
135 **executive session to discuss contract negotiations with an employee, pursuant to 1 V.S.A. §**  
136 **313(a)(1)(A). The motion passed 5-0 at 7:02 PM.**

137  
138 **10. ADJOURN**

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140 **RAJ CHAWLA made a motion, seconded by DAN KERIN, to exit executive session and adjourn**  
141 **the meeting. The motion passed 5-0 at 7:31 PM.**

142  
143 Respectfully Submitted,  
144 Amy Coonradt