



**Town of Essex
Selectboard & Village
Trustees**

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Special Joint Meeting Agenda

**Monday, March 28, 2022 – 6:30 PM
81 Main St., Essex Junction, VT 05452**

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

- **VISIT** www.essex.org/zoomjointmeeting for direct meeting links and options to participate.
- **JOIN ONLINE:** Zoom Meeting ID: 977 0425 9894; Passcode: 456054 or <https://zoom.us/j/97704259894?pwd=MFVjMmcrTnZtUkdPWnhZaG1USVFsdz09>
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 977 0425 9894; Passcode: 456054

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. *Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction
6. **CONSENT ITEMS**
 - a. Approve minutes:
7. **READING FILE**
 - a. Board member comments
 - b. Vacancy on Housing Commission
 - c. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
 - a. An executive session may be needed to discuss contracts

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Certification:  03/25/2022

SELECTBOARD & TRUSTEES

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**TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
JOINT MEETING FINAL MINUTES
TUESDAY, MARCH 28, 2022**

SELECTBOARD: Andy Watts, Chair; Sue Cook; Tracey Delphia; Dawn Hill-Fleury; Patrick Murray

TRUSTEES: Andrew Brown, President; Raj Chawla; Dan Kerin; Amber Thibeault; George Tyler

ADMINISTRATION and STAFF: Greg Duggan, Town Manager; Wendy Hysko, Interim Village Co-Manager; Marguerite Ladd, Deputy Town Manager; Brad Luck, Interim Village Co-Manager

OTHERS PRESENT: Katie Ballard, Gina Halpin Barrett, Casey Carmolli, Kevin Collins, Annie Cooper, Tim Dall, Patty Davis, Erin Dickinson, Christopher Kline, Ethan Lawrence, Bruce Post, Betty Poulin, Angel Segarra, Gillian Smith, Harlan Smith, Margaret Smith, Mike Sullivan, Irene Wrenner, Lorraine Zaloom, Sharon Zukowski, Bob, Christopher, Ken

1. CALL TO ORDER

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

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

2. AGENDA ADDITIONS/CHANGES

Mr. Brown requested the inclusion of materials that were e-mailed to the Boards over the weekend. The Selectboard was amenable since these materials were for Business Item A, and thus did not need to be formally approved as agenda additions.

3. APPROVE AGENDA

None.

4. PUBLIC TO BE HEARD

Ms. Wrenner thanked Ms. Cook for her service on the Selectboard, as tonight is her last meeting.

5. BUSINESS ITEMS

a. Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction

Mr. Watts said that the packet includes the changes that were made at the last Selectboard meeting last meeting, as well as the Trustee responses. Regarding the Clerk/Treasurer Agreement, both Boards agreed on all changes. Regarding the Shared Financial Services Agreement, Mr. Watts said that the Selectboard wished to note that any plan to end the agreement must include a plan to have Village staff vacate 81 Main Street. The Trustees indicated their willingness to include this.

Regarding the Recreation/Indian Brook/Senior Center/Senior Bus Agreement, Mr. Brown said that the Trustees are committed to providing senior services, however the renovations to Lincoln Hall make an agreement difficult as the Center may need to close for a period. As a result, he does not feel like the Trustees can guarantee a space for all senior activities during this time period. Mr. Murray said that he does not see a problem with this. Ms. Cook suggested that something about a temporary closure due to

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50 construction be included in the document. Mr. Chawla said that construction could be unpredictable, and
51 that he was cautious of overcommitting. Mr. Brown said that the Trustees intend to have all of these
52 documents addressed tonight. Mr. Watts said that some changes were made to this document that were
53 very confusing and had not been previously discussed. He said that this may need to be discussed at the
54 next Selectboard meeting. Ms. Cook suggested that the Trustees have an opportunity to discuss their
55 changes, take public comment, and then have the Selectboard discuss further in Executive Session.

56
57 Mr. Brown explained that the next change detailed the fact that residents of the City would no longer have
58 equal access to Town facilities after separation, and vice-versa. Mr. Chawla said that this was developed
59 to counter challenges about a mid-year separation. The Boards discussed adding verbiage to state that, in
60 the case of Sandhill Pool access and rentals, that the change will go through on July 1st of the calendar
61 year of separation, all agreed that clarifying language was necessary. Mr. Brown requested to remove the
62 Clerk/Treasurer Agreement, Finance Agreement, and the Shared Boards/Committees Agreement from the
63 Memorandum of Understanding. This is because he would like to see these agreements not tied to the
64 passage of separation by the legislature. Mr. Watts said that the Selectboard agreed about the Shared
65 Boards Agreement. Mr. Brown said that it is important to have these agreements regardless of legislative
66 approval and are a result of the discontinuance of shared management. The Selectboard indicated
67 agreement, as these agreements were essentially codifying current practices.

68
69 Mr. Watts requested Public Comment. Ms. Smith said that there was nothing in the agreement stating that
70 the seniors would get the space at 2 Lincoln Street back after renovation and suggested that it be included.
71 Ms. Davis encouraged the Boards to include more documentation ensuring that the Seniors would have all
72 programs available to them during renovation and also said that it is difficult to gain access to meetings.
73 Mr. Duggan said that he would follow up with Ms. Davis to resolve access problems. Ms. Zaloom asked
74 if these agreements would have legal review and asked when their end dates would be and asked if
75 documents would be signed prior to separation approval. Mr. Watts said that the documents removed
76 from the MOU need to be addressed regardless of the result of separation, and the Clerk/Treasurer's
77 Agreement is tied to the FY 2023 budget year. Mr. Lawrence said that it was previously stated that if the
78 changes to the agreement were not accepted tonight, they would be off the table, and said that he found
79 this to be threatening. Mr. Brown expressed his continuing appreciation for the Selectboard for their work
80 during this process.

81
82 The Boards continued their discussion, and decided that the City will discontinue equal access to Sandhill
83 public pool and all Town facility rentals as of July 1, 2023 and access to Indian Brook through the end of
84 2023. Mr. Watts said that the Selectboard plans not to sign any agreements until after the legislature
85 approve the new City Charter, but that they would be willing to approve the agreements at this time. Mr.
86 Brown requested the Selectboard to make a motion stating that they would sign the documents following
87 the approval of separation, Mr. Watts said that the Board cannot tie a future Board to a decision. The
88 Boards discussed how the Justices of the Peace would be separated between the communities, and the
89 length of their terms. Mr. Chawla said that the Board of Civil Authority was not listed in the original
90 Boards & Committees document, and that if the communities are sharing a Clerk this sharing would be
91 expected to continue. Ms. Delphia said that the Board of Civil Authority are defined by the charter, and
92 thus not subject to a decision or either Board. The Selectboard decided to allow all other joint committees
93 to continue until 2023. Mr. Murray said that he is eager to approve these documents tonight and stated
94 that most of the changes were relatively minor. Ms. Delphia encouraged the Board to allow the attorney
95 to approve the changes prior to approval, and suggested that all be approved pending legal council
96 approval, Ms. Cook concurred.

97

98 **TRACEY DELPHIA** made a motion, seconded by **PATRICK MURRAY** that the Selectboard
99 approve the tentative agreements for Clerk/Treasurer; Finance; Recreation, Indian Brook, Senior
100 Center and Senior Bus and the amended MOU agreement, pending legal review. Motion passed 5-
101 0.

102
103 **RAJ CHAWLA** made a motion, seconded by **DAN KERIN** that the Trustees approve the tentative
104 agreements for Clerk/Treasurer; Finance; Recreation, Indian Brook, Senior Center and Senior Bus
105 and the amended MOU agreement. Motion passed 5-0.

106
107 **6. CONSENT AGENDA**

108 **RAJ CHAWLA** made a motion, seconded by **DAN KERIN** to approve the Consent Agenda. Motion
109 passed 5-0.

110 **a. Approve minutes: February 15, 2022 (Trustees only)**

111
112 **7. READING FILE**

113 **a. Board member comments:** Mr. Brown said that tonight is Mr. Murray and Ms. Cook's last meeting
114 and thanked them for their service. Ms. Delphia said that dog licenses are due on Friday. Ms. Hill-Fleury
115 said that the BCA needs assistance with ballots. Mr. Murray and Ms. Cook both said that it was an honor
116 to serve on the Selectboard. Mr. Watts also thanked Ms. Cook and Mr. Murray for their service and said
117 that the next meeting will be the Board's organizational meeting.

118 **b. Vacancy on Housing Commission**

119 **c. Upcoming meeting schedule**

120
121 **8. ADJOURN**

122 **DAWN HILL-FLEURY** made a motion, seconded by **SUE COOK** for the Selectboard to adjourn.
123 Motion passed 4-1 at X:XX PM, with **PATRICK MURRAY** dissenting.

124
125 **DAN KERIN** made a motion, seconded by **RAJ CHAWLA** for the Trustees to adjourn. Motion
126 passed 5-0 at X:XX PM.

127
128 Respectfully Submitted,
129 Darby Mayville
130 Recording Secretary

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