



**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
INFORMATIONAL HEARING**

*Remote Meeting Only  
Essex Junction, VT 05452  
Monday, April 10, 2023  
6:00 PM*

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

[www.essexjunction.org](http://www.essexjunction.org)

Phone: (802) 878-6944

This meeting will be held remotely. Options to watch or join the meeting remotely:

- **WATCH:** the meeting will be live streamed on [Town Meeting TV](#)
- **JOIN ONLINE:** [Join Zoom Meeting](#)
- **JOIN CALLING:** (toll free audio only): (888) 788-0099 | Meeting ID: 944 6429 7825; Passcode: 635787

1. **CALL TO ORDER** [6:00 PM]
2. **WELCOME, INTRODUCTIONS AND PROCEDURES OVERVIEW**
3. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 1:** Shall the voters approve an annual General Fund Budget in the amount of \$ 11,421,171 for fiscal year July 1, 2023, to June 30, 2024, \$10,420,986 of which is to be levied in taxes against the City Grand List?
4. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 2:** Shall the voters approve the following amendment to Section 206 of the city Charter (strikethrough represents a deletion, and underline represents an addition):  
 § 206. CONFLICT OF INTEREST; PROHIBITIONS  
 (a) Holding other office. No Council member shall hold any City employment during the term for which they were elected to the Council, unless allowed by state statute. A Council member may be appointed to represent the City on other boards except as pursuant to 17 V.S.A. § 2647. No former Council member shall hold any compensated appointive municipal office or employment, except for poll worker, until one year after the expiration of the term for which they were elected to the legislative body.
5. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 3:** Shall the voters approve the following amendment to Section 206 of the city Charter (strikethrough represents a deletion, and underline represents an addition):  
 § 206. CONFLICT OF INTEREST; PROHIBITIONS  
 (b) Holding other office. No Council member shall hold any City employment during the term for which they were elected to the Council. A Council member may be appointed to represent the City on other boards except as pursuant to 17 V.S.A. § 2647. ~~No former Council member shall hold any compensated appointive municipal office or employment, except for poll worker, until one year after the expiration of the term for which they were elected to the legislative body.~~
6. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 4:** Shall the voters approve the following amendment to Section 302 of the city Charter (strikethrough represents a deletion, and underline represents an addition):  
 § 302. MODERATOR  
 The ~~voters~~ Council ~~at the City Annual Meeting~~ shall ~~elect~~ appoint a Moderator who shall preside at the next City Informational Annual Meeting. The term of Moderator shall be one year. Only qualified voters of the City of Essex Junction shall be eligible to hold the office of Moderator.
7. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 5:** Shall the voters approve the following amendment to Section 401 of the City Charter (strikethrough represents a deletion, and underline represents an addition):  
 § 401. CITY MEETINGS AND ELECTIONS  
 (a) By January 1 of each year, the voters ~~Council~~ shall ~~at each annual meeting vote to~~ set the date of the next annual meeting, at which time the voters shall vote for the election of officers, the voting on the City budget, and any other business included in the warnings for the meetings.
8. **DISCUSSION ABOUT ARTICLE 6:** Shall the voters approve holding the 2024 Annual Meeting on Tuesday, April 9, 2024, at which time the voters shall vote by Australian ballot for the election of officers, the voting on the City budget, and any other business included in the warning for the meeting?

(continued on next page)

9. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 7:** Shall the voters authorize a planning loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise Fund to complete a service line inventory and lead service line replacement plan in an amount not to exceed \$433,700 to be financed over a period not to exceed ten years.
10. **ANNOUNCEMENT ABOUT ARTICLE 8:** To elect City officers required by law including: Moderator (one-year term), two City Council members (three-year terms), and one Library Trustee (five-year term)?
11. **PUBLIC TO BE HEARD**
12. **READING FILE**
  - a. Annual Report Newsletter
  - b. Annual Report
13. **ADJOURN**

### **ANNUAL MEETING – Tuesday, April 11, 2023**

The legal voters of the City of Essex Junction may vote on Tuesday, April 11, 2023 between the hours of 7:00 am and 7:00 pm at the Champlain Valley Exposition in the Blue Ribbon Pavilion, 105 Pearl Street in the City of Essex Junction to vote by Australian ballot. Mailed ballots and ballots dropped off at the Town offices must be received (not post-marked) no later than April 11, 2023.

*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 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 President. This agenda is available in alternative formats upon request. Meetings of the City Council, like all programs and activities of the City of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the City Manager's office at 802-878-6944 TTY: 7-1-1 or (800) 253-0191.*

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**CITY OF ESSEX JUNCTION  
CITY COUNCIL  
INFORMATIONAL HEARING  
MINUTES OF MEETING  
April 10, 2023**

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

10 **ADMINISTRATION:** Regina Mahony, City Manager; Colleen Dwyer, Human Resources Director;  
11 Chris Gaboriault, Fire Chief; Wendy Hysko, Library Director; Rick Jones;  
12 Public Works Superintendent; Brad Luck, Essex Junction Recreation &  
13 Parks Director; Susan McNamara-Hill, Clerk; Chelsea Mandigo, Wastewater  
14 Quality Superintendent; Jess Morris, Finance Director; Ashley  
15 Snellenberger; Communications and Strategic Initiatives; Chris Yuen,  
16 Community Development Director.

17 **OTHERS PRESENT:** Marcus Certa, Kevin Collins, Karen Dolan, Steven Eustis, David F., Elaine  
18 Haney, Resa Mehran, Greg Morgan, Pat Murray, Glenn Rogers, Patrick  
19 Smart, Jason Struthers, Andy Suntup, Linda Suntup, Kristina Sweet, Ann  
20 Wadsworth, Stephen Wille Padnos, Irene Wrenner, Eric, Julie, Lynda,

22 1. **CALL TO ORDER**

23 Moderator Steven Eustis called the meeting to order at 6:00 P.M.

24  
25 2. **WELCOME, INTRODUCTIONS AND PROCEDURES OVERVIEW**

26 Councilor Brown began by making introductions of staff, Councilors, and guests including  
27 Representative Lori Houghton and Representative Karen Dolan.

28  
29 Moderator Steven Eustis said that this meeting will be to discuss the articles being voted on by Australian  
30 ballot for the 2023 City Meeting. He noted that there will be no motions, amendments, or voting at this  
31 meeting.

32  
33 3. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 1:** Shall the voters approve an annual  
34 General Fund Budget in the amount of \$11,421,171 for Fiscal Year July 1, 2023 to June 30, 2024,  
35 \$10,420,986 of which is to be levied in taxes against the City Grant List?

36  
37 Councilor Brown provided a summary of the General Fund Budget as proposed, noting that it  
38 represents a 6% increase over the mock FY22 budget that was built for the sake of comparison. He  
39 noted that the estimated tax impact for the municipal portion of the budget for the average home would  
40 be an increase of \$10.86. He said that the primary drivers of the budget increase are salary and  
41 benefits and new positions, increases in stormwater costs, Essex Rescue, the Essex Junction  
42 Cemetery Association, the Memorial Day Parade, and an increase into the capital transfer. He also  
43 noted one-time expenditures that are largely associated with separation, such as rebranding, strategic  
44 planning, and changes to banners and signs.

45 Moderator Eustis called for public comments. Rich from West Street and Glenn Rogers asked  
46 clarifying questions about budget assumptions and calculations.

47 4. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 2:** Shall the voters approve the following  
48 amendment to Section 206 of the City Charter (strikethrough represents a deletion, and underline  
49 represents an addition):

50 § 206. CONFLICT OF INTEREST; PROHIBITIONS

(a) Holding other office. No Council member shall hold any City employment during the term for which they were elected the Council, unless allowed by state statute. A Council member may be appointed to represent the City on other boards except as pursuant to 17 V.S.A. § 2647. No former Council member shall hold any compensated appointive municipal office or employment, except for poll worker, until one year after the expiration of the term for which they were elected to the legislative body.

Councilor Brown explained that this new language would allow for times in which the State says a City Councilor can act as an employee. He noted that there are no changes to the charter that would allow a City Councilor to serve as a City Manager. There was no discussion.

5. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 3:** Shall the voters approve the following amendment to Section 206 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 206. CONFLICT OF INTEREST; PROHIBITIONS

(a) Holding other office. No Council member shall hold any City employment during the term for which they were elected the Council. A Council member may be appointed to represent the City on other boards except as pursuant to 17 V.S.A. §2647. ~~No former Council member shall hold any compensated appointive municipal office or employment, except for poll worker, until one year after the expiration of the term for which they were elected to the legislative body.~~

Councilor Brown said that this is also related to the section of the charter regarding conflicts of interest, and said that it strikes the last sentence of the section. There was no discussion.

6. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 4:** Shall the voters approve the following amendment to Section 302 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 302 MODERATOR

~~The voters Council at the City Annual Meeting shall elect~~ appoint a Moderator who shall preside at the next City Informational ~~Annual~~ Meeting. The term of Moderator shall be one year. Only qualified voters of the City of Essex Junction shall be eligible to hold the office of Moderator.

Councilor Chawla said that currently, a moderator is elected every year, but this change reflects the move to electing by Australian ballot. There was no discussion.

7. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 5:** Shall the voters approve the following amendment to Section 401 of the City Charter (strikethrough represents a deletion, and underline represents an addition):

§ 401. CITY MEETINGS AND ELECTIONS

(a) By January 1 of each year, ~~the voters Council shall at each annual meeting vote to~~ set the date of the next annual meeting, at which time the voters shall vote for the election of officers, the voting on the City budget, and any other business included in the warnings for the meetings.

Councilor Chawla explained that this would impose a deadline of January 1 of every year to set the date of the City's next annual meeting. There was no discussion.

8. **DISCUSSION ABOUT ARTICLE 6:** Shall the voters approve holding the 2024 Annual Meeting on Tuesday, April 9, 2024, at which time the voters shall vote by Australian ballot for the election of

101 officers, the voting on the City budget, and any other business included in the warning for the  
102 meeting?

103  
104 Councilor Chawla said that this would set the date for the 2024 Annual Meeting. There was no  
105 discussion.

- 106  
107 9. **PRESENTATION AND DISCUSSION ABOUT ARTICLE 7:** Shall the voters authorize a planning  
108 loan through the Drinking Water State Revolving Fund for a project in the Water Enterprise Fund to  
109 complete a service line inventory and lead service line replacement plan in an amount not to exceed  
110 \$433,700 to be financed over a period not to exceed ten years.

111  
112 Councilor Brown said that this is the result of a requirement from the federal government that all  
113 water lines be examined for lead by October of 2024. He said that without this loan, the City would  
114 need to find another fund source for the \$433,700 needed to conduct this work and meet federal  
115 requirements. There was no discussion.

- 116  
117 10. **ANNOUNCEMENT ABOUT ARTICLE 8:** To elect City officers required by law including: Moderator  
118 (one-year term), two City Council members (three-year terms), and one Library Trustee (five-year  
119 term)?

120  
121 There was no discussion.

- 122  
123 11. **PUBLIC TO BE HEARD**

124 Councilor Brown said that voting and ballot drop-off will take place at the Champlain Valley  
125 Exposition in the Blue Robbin Pavilion from 7:00 AM to 7:00 PM tomorrow. He also noted that this  
126 is the last City Council meeting for City Councilors Dan Kerin and George Tyler, who have served  
127 the community for many years and whose terms are ending. He thanked them for their service.  
128 Councilors Kerin and Tyler made parting remarks.

- 129  
130 12. **READING FILE**

- 131 a. Annual Report Newsletter  
132 b. Annual Report

- 133  
134 13. **ADJOURN**

135 The meeting adjourned at 6:45 P.M.

136  
137 Respectfully Submitted,  
138 Amy Coonradt