

## **City of Essex Junction Governance Committee Meeting Minutes**

**Monday, August 4, 2025 @ 6:30 PM**

**Members present:** Bethany Clark, Thomas Coen, Steve Eustis, Elaine Haney, Deb McAdoo, Candace Morgan, Gabrielle Smith, Marlon Verasamy

**Absent:** Brian Shelden

**Staff present:** Brad Luck

**Members of the public present:** None

Steve Eustis called the meeting to order at 6:30 PM. There were no amendments or additions to the agenda. There was no public to be heard.

Gabrielle Smith moved and Marlon Verasamy seconded the approval of the minutes of the June 12<sup>th</sup> meeting. The minutes were approved unanimously.

### **Review & Discuss Interviews with Other Communities**

Each group has interviewed leaders from at least 1 municipality. Steve Eustis and Elaine Haney reviewed their notes from their group's interviews with the leaders of Williston, Rutland City, and Barre City.

Bethany Clark reviewed her group's notes from their interview of the mayor of Montpelier.

Gabrielle Smith shared that her group has gotten started with Brattleboro but hadn't connected with Winooski yet. Elaine Haney offered to connect her group with the city manager and mayor of Winooski.

Candace Morgan shared that her group has spoken with the city manager of St. Albans and that they will be meeting with the mayor of Burlington next week and will complete their work with Barre Town this week.

Within the next 2 weeks at least 1 leader from each town will have been interviewed.

### **Discuss Plan Moving Forward & Identify Next Steps**

All interview notes should be transcribed into the spreadsheet Brad provided.

We will cancel the August 14<sup>th</sup> meeting to give the groups time to complete their work. Next meeting will be Thursday, August 28<sup>th</sup> at 6:30 PM.

Upcoming meeting topics include how to discuss governance topics with Essex Junction residents, and an outreach plan to happen in late September into October. There will be 2 meetings in September to talk about public engagement. Completion is still expected to occur by the November deadline.

Gabrielle Smith moved and Deb McAdoo seconded adjournment. Steve Eustis adjourned the meeting at 7:52 PM.