



**CITY OF ESSEX JUNCTION
GOVERNANCE COMMITTEE
REGULAR MEETING AGENDA**

Online & 75 Maple St.
Essex Junction, VT 05452
Thursday, August 28, 2025
6:30 PM

This meeting will be in-person at Essex Junction Recreation and Parks located at 75 Maple Street and available remotely. Options to join the meeting remotely:

JOIN ONLINE: [Join the meeting now](#)

1. **WELCOME AND INTRODUCTIONS** [6:30 PM]
2. **ADDITIONS OR AMENDMENTS TO AGENDA**
3. **PUBLIC TO BE HEARD**
4. **REVIEW & APPROVE MINUTES FROM LAST MEETING**
5. **REVIEW & DISCUSS INTERVIEWS WITH OTHER COMMUNITIES**
6. **DISCUSS PLAN MOVING FORWARD AND IDENTIFY NEXT STEPS**
7. **ADJOURN**

Attachments:

- Draft Meeting Minutes August 4, 2025

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 Chairperson, 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 Chairperson. Regarding remote participants, if individuals interrupt, they will be muted; and if they interrupt a second time they will be removed. This agenda is available in alternative formats upon request. Meetings of the Governance Committee, 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 Essex Junction Recreation and Parks office at 802-878-1375 TTY: 7-1-1 or (800) 253-0191.

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 12th 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 14th meeting to give the groups time to complete their work. Next meeting will be Thursday, August 28th 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.