

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

**Thursday, September 25, 2025 @ 6:30 PM**

**Members present:** Bethany Clark, Thomas Coen, Steve Eustis, Deb McAdoo, Candace Morgan, Brian Shelden, Gabrielle Smith, Marlon Verasamy (arrived 7:21 PM)

**Absent:** Elaine Haney

**Staff present:** Brad Luck

**Members of the public present:** None

Chair Steve Eustis called the meeting to order at 6:37 PM.

There were no additions or changes to the agenda. There was no public to be heard.

Gabrielle motioned and Brian seconded approval of the September 11 meeting minutes. They passed unanimously.

A sub-group met earlier in the week to draft a plan for next steps for educating and engaging City residents on the governance topics the Committee has been exploring. The sub-group outlined the following draft plan:

- A. Education and Outreach
  - a. Share information and spread awareness of the items that are being addressed via the City website, social media, Front Porch Forum, Junction City News, City Council meeting agenda item update, press release/Essex Reporter, have materials at businesses around the City, have a presence at Meet Me On Main!, Homecoming (10/11), Lions Club, VFW, etc.
- B. Survey
  - a. Have a survey out in the community for people to weigh in. Include education with it, allow people to say “I don’t have an opinion on this,” and to allow comments on each question.
- C. Public Forums
  - a. Host two public forums as opportunities for people to attend, learn more, ask questions, and weigh in.
- D. Report & Recommendations to City Council

After some discussion, the Committee agreed to change the final report date from November to December. The education and outreach will begin on 10/11, with a goal to

review the input, discuss as a Committee, and make recommendations for the 12/10 Council meeting. The report will be due for the Council packet on 12/5.

The Committee will review materials that Brad sends out, provide feedback, and review final documents at the next meeting on October 9.

Marlon moved and Deb seconded to adjourn, which passed unanimously. Steve adjourned the meeting at 8:03 PM.