



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

Online & 75 Maple St.  
Essex Junction, VT 05452  
Thursday, October 23, 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. **DISCUSS PLAN MOVING FORWARD AND IDENTIFY NEXT STEPS**
  - a. Review: Meet Me on Main 10/11! City Council Meeting 10/22
  - b. Discuss: Updates to Materials or Survey
  - c. Identify Two Volunteers: 10/27 Junction City News
    - Town Meeting TV, 294 N Winooski Ave, Burlington, 5:25pm for 25 minutes, arrive by 5:15pm
  - d. Discuss: Community Conversations & Focus Groups Plans
  - e. Identify: Survey Closing Date
  - f. Discuss: Any Other Outreach Plans?
  - g. Discuss: Final Report
  - h. Upcoming Meetings: 11/5 Community Conversations; 11/6 Regular Meeting (keep or remove?); 11/20 Regular Meeting, 12/4 Regular Meeting, 12/5 Report Due, 12/10 Final Meeting/Presentation at City Council
6. **ADJOURN**

**Attachments:**

- Draft Meeting Minutes October 9, 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**  
**Thursday, October 9, 2025 @ 6:30 PM**

**Members present:** Bethany Clark, Thomas Coen, Steve Eustis, Deb McAdoo, Brian Shelden, Marlon Verasamy

**Absent:** Elaine Haney, Candace Morgan, Gabrielle Smith

**Staff present:** Brad Luck

**Members of the public present:** None

Chair Steve Eustis called the meeting to order at 6:33 PM.

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

Marlon motioned and Brian seconded approval of the September 25 meeting minutes. They passed unanimously.

We reviewed the most recent summary of information about the governance topics that we have been exploring. Language was updated. The election of City Councilors - in terms of being at-large or through wards, was removed as an item for public comment.

We agreed that the survey language should be updated to match the edits made tonight.

We talked about the value and data that can be gained from the survey and decided to move forward with it – acknowledging it isn't perfect. We talked about the value of focus groups and reaching out to civically engaged folks on City committees to ask them to join a focus group.

Deb and Bethany will be at Meet Me On Main! on Saturday, 10/11. Steve and Marlon will be at the City Council meeting on 10/22. Information will be put up on the City website and put out on social media and Front Porch Forum.

At the next meeting we will decide when to close the survey, who will be on the Junction City New Program on 10/27, the community conversations plan, a final report plan, focus groups, and other outreach activities.

Marlon moved and Deb seconded to adjourn, which passed unanimously. Steve adjourned the meeting at 8:09 PM.