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**CITY OF ESSEX JUNCTION
CITY COUNCIL
REGULAR MEETING
DRAFT MINUTES OF MEETING
March 11, 2026**

COUNCILORS PRESENT: Amber Thibeault, President; Marcus Certa, Vice President; Tim Miller, Clerk; Elaine Haney, Brian Shelden.

ADMINISTRATION: Regina Mahony, City Manager; Colleen Dywer, Human Resources Director; Chris Gaboriault, Fire Chief; Jess Morris, Finance Director.

OTHERS PRESENT: Michael, Reed, Resa.

1. **CALL TO ORDER**

City Council President Thibeault called the meeting to order at 6:30 P.M.

2. **AGENDA ADDITIONS/CHANGES**

None.

3. **APPROVE AGENDA**

None needed.

4. **PUBLIC TO BE HEARD**

a. Comments from Public

None.

5. **PUBLIC HEARING**

a. Second Public Hearing on Charter Change Amendments

City Council President Thibeault opened the public hearing.

City Manager Mahony began by noting that this is the second public hearing for the proposed charter change amendments, which arose out of recommendations from the Governance Committee. She reviewed the proposed charter change questions. The first asks whether the City Council President should be paid compensation that is 25% higher than other Councilors, due to the additional time commitments required of the President. The second is regarding how the Council's stipend should be adjusted over time, and whether voters will approve indexing the adjustment to the percentage change in the Consumer Price Index (CPI) automatically. The third is whether the Charter should include a consistent time period for a Charter Review Committee to periodically review the City's charter every 12 years.

There was no public comment.

City Council President Thibeault closed the public hearing.

6. **RECOGNITION**

a. Resolution of Appreciation for Brad Luck

City Manager Mahony noted that Mr. Luck resigned from the City after almost 19 years of work at EJRP, and Councilor Haney read a resolution of appreciation for Mr. Luck into the record. Councilors and staff expressed their thanks to Mr. Luck for his work and dedication to the City of Essex Junction.

7. **BUSINESS ITEMS**

a. Discussion and Consideration of the FY27 General Fund Operating Budget and Capital Budgets

City Manager Mahony said that the proposed FY27 General Fund Operating Budget and Capital Budgets are unchanged since they were last presented on February 11, 2026. She noted that there was an adjustment made to the ranking of projects within the Capital Plan, due to an additional project related to a shared use path on Main Street. She said that the budget for FY27 represents an approximately 4.1% increase over FY26, or a \$118 increase on a \$280,000 home.

57 **Councilor Certa made a motion, seconded by Councilor Miller, that the City Council approve the FY27**
58 **General Fund Operating and Capital Budgets as presented. The motion passed 5-0.**
59

60 b. Discussion and Consideration of the Final Informational Hearing and Annual Meeting Warning
61 City Manager Mahony said that other than reordering the questions on the ballot, the content of the Final
62 Informational Hearing and Annual Meeting Warning remain unchanged from previous discussions. She said
63 that the informational hearing will be warned for Monday, March 23, 2026, and the Annual Meeting will be
64 warned for April 14, 2026 from 7:00 A.M. to 7:00 P.M.
65

66 **Councilor Certa made a motion, seconded by Councilor Miller, that the City Council approve the**
67 **warning as drafted. The motion passed 5-0.**
68

69 c. Discussion and Consideration of the Fire Department Personnel Regulations and Associated Edits to the
70 Full Personnel Regulations

71 Councilor Miller recused himself from the discussion due to a perceived conflict of interest.
72

73 City Manager Mahony said that staff have conducted a review of personnel regulations over the last year
74 and that this has necessitated changes to the Fire Department regulations, clarifying that the Fire Department
75 staff are part-time employees and not volunteers. She said that these changes do not modify day-to-day
76 operations at the Fire Department but simply clarify how to designate the staff based on Department of Labor
77 regulations.
78

79 **Councilor Certa made a motion, seconded by Councilor Shelden, that the City Council approve the**
80 **Essex Junction Fire Department General Rules and Personnel Regulations as presented, and**
81 **approve the amended General Rules and Personnel Regulations as presented. The motion passed 4-**
82 **0 (Councilor Miller recused).**
83

84 d. *Discussion and Consideration of an Executive Session to Discuss a Personnel Evaluation
85 See item #11 a below.
86

87 **8. CONSENT ITEMS**

- 88 a. Approve Meeting Minutes: February 25, 2026
89 b. Approve Administrative Officer Reappointment of Chris Yuen
90 c. Approve Railroad Avenue Waterline Capital Plan Amendment, Bid Acceptance, and Contract
91 Authorization
92 d. Approve Street Vending Permit
93

94 **Councilor Certa made a motion, seconded by Councilor Haney, to approve the consent agenda. The**
95 **motion passed 5-0.**
96

97 **9. COUNCILOR COMMENTS & CITY MANAGER REPORT:** City Manager Mahony said that the City will
98 be holding tours of the Public Works Facility at 11 Jackson Street, with tours scheduled for Wednesday,
99 March 18, 2026 from 10:00-11:00 A.M., and Saturday, March 21, 2026 from 10:00-11:00 A.M. She also
100 noted that the City Council will be hosting a food drive at 2 Lincoln Street from March 16 through March
101 30.
102

103 **10. READING FILE**

- 104 a. Check Warrant #24112 – March 6, 2026
105 b. February Financials Report
106 c. Regional Boards and Committees Meeting Memo
107 d. Voter Information for City Annual Meeting
108 e. Reappraisal Update
109 f. Fidium Fiber Press Release

- g. Let's Builds Homes Slideshow
- h. Recreation Advisory Committee Minutes – February 4, 2026
- i. Police Community Advisory Board Minutes – February 17 2026

11. **EXECUTIVE SESSION**

- a. *An Executive Session may be needed to discuss a Personnel Evaluation

Councilor Haney made a motion, seconded by Councilor Certa, that the City Council enter into executive session to discuss a personnel evaluation, pursuant to 1 V.S.A. § 313(a)(3) to include the City Council and City Manager.

Councilor Haney made a motion, seconded by Councilor Certa, to exit executive session. The motion passed 5-0 at 7:22 P.M.

12. **ADJOURN**

Councilor Haney made a motion, seconded by Councilor Shelden to adjourn the meeting. The motion passed 5-0 at 7:22 P.M.

Respectfully Submitted,
Amy Coonradt