



**CITY OF ESSEX JUNCTION
RECREATION ADVISORY COMMITTEE
REGULAR MEETING MINUTES**

*Online & 75 Maple St.
Essex Junction, VT 05452*
**Wednesday, September 2, 2026
7:00 PM**

1. WELCOME AND INTRODUCTIONS [7:00 PM]

Meeting was called to order at 7:05 PM.

Members Present: Bridget Meyer, Susie McGovern, Pat Lynch, Cora Delucia, Jocelyn Emilo, and Josh Birmingham.

Members Not Present: Rachel Hamm Vaughan and Drew Perry.

Staff Present: Mark Brislin and Julie Shorter

Others Present: Maya Balassa

2. ADDITIONS OR AMENDMENTS TO AGENDA

Item #6 (RAC Member Feedback) was moved after Item #8 (Director's Report) in order to allow members to provide feedback on that report.

3. PUBLIC TO BE HEARD

There was no public to be heard.

4. REVIEW AND APPROVE MINUTES FROM LAST MEETING

Bridget motioned to approve the minutes, and Pat seconded. Minutes approved unanimously.

5. COMPREHENSIVE PLAN DISCUSSION

Maya Balassa from the Chittenden County Regional Planning Commission led a discussion on the update of Essex Junction's comprehensive plan, soliciting feedback as to how goals for recreation and parks could be included in that plan. Committee members agreed on existing goals, including requesting the City Council continue to support EJP in its efforts to provide recreation opportunities to city residents, creating and improving urban open spaces, and improving adult and youth health outcomes. The committee also suggested a new goal of creating more equitable access and recreational infrastructure at open spaces and parks.

Additionally, action items were suggested that included adding Augmentative and Alternative Communication (AAC) boards to city playgrounds to assist children with special needs, researching a community access point to the Winooski River, and establishing a small citizens group to usher in the completion of the pocket park at Five Corners.

6. RAC MEMBER FEEDBACK TIME

There was a discussion on how some patrons leaving the Fourth of July event at the Champlain Valley Expo had difficulty finding their cars due to darkness and a lack of signage or landmarks. Mark said he would discuss additional lighting and/or temporary signage options with CVE when planning next year's event.

7. COMMUNITY ENGAGEMENT & PROGRAM DEVELOPMENT UPDATES

- Meet Me on Main
- Pumpkin Carving Nights
- Pumpkin Palooza

Mark provided an update on upcoming events such as Meet Me on Main, Pumpkin Palooza, and the pumpkin carving nights leading up to Pumpkin Palooza. Mark and the committee discussed the idea of members volunteering at these events to both increase committee visibility as well as solicit feedback from city residents on parks and recreation programs.

8. DIRECTOR’S REPORT/UPDATE

Mark provided an update on several department positions that have been filled over the summer, plus a recap of the department’s summer events. Additionally, Julie mentioned the success of having a band play inside the pool grounds during this year’s Senior Swim Night, and how that has led them to consider additional performance opportunities in that space for next summer.

9. DISCUSS ANY POTENTIAL ACTION STEPS

Bridget suggested that all parties continue to discuss the development of a strategic plan for EJP.

10. ADJOURN

Bridget made a motion to adjourn. Pat seconded. Meeting adjourned at 8:36 PM.

Attachment:

- Directors Report



ESSEX JUNCTION RECREATION & PARKS

75 Maple Street ☼ Essex Junction, Vermont ☼ 05452

Tel: 802-878-1375 ☼ Website: EJRP.org

EJRP Recreation Advisory Committee – September 2, 2026 Director's Update

Department Overview

- Several key positions have been filled since our last meeting:
 - Christina McLaughlin – Older Adults Program Director
 - Vivian Trevisani – Program Engagement and Marketing Coordinator
 - JoAnn Pfaff – Customer Service Specialist
 - David Hodge – Licensed Child Care Support & Inclusion Specialist
 - Cassie Martin – Behavior Support Specialist
- EJRP completed its transition to Rec Technologies, our new registration software, which went live August 15.
- FY28 budget and department work plan development is underway.

Community Events

- Senior Center Grand Reopening – June 5.
- July 4th Celebration at the Champlain Valley Fairgrounds was a success, with an estimated attendance of more than 8,000.
- Tuesday Night events at Maple Street Park wrapped up another successful summer season.
- Senior Swim Night was held at Maple Street Pool.
- Dog Days was held August 22 at Maple Street Pool.
- Picnic in the Park Senior Picnic – September 11.
- Planning is underway for the second year of Meet Me on Main:
 - September 19
 - September 26
 - October 3
- Each Meet Me on Main event will include entertainment, activities and an outdoor movie.

Programs

- Summer programs wrapped up another busy season.
- **577 children participated in specialty camps this summer.**
- **580 participants took part in swim lessons this summer.**
- Fall program registration is underway through our new Rec Technologies registration system.
- Planning continues for fall and winter programming and upcoming community events.

Parks, Pools & Facilities

- Maple Street Pool completed its summer season on August 21.
- Planning continues for the future replacement of the Maple Street Pool filtration system.

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VERMONT RECREATION & PARKS ASSOCIATION**

- EJRP was awarded a Land and Water Conservation Fund grant for the Cascade Park redevelopment project.
 - Total project cost is approximately \$496,000.
 - The grant provides a 50% match.
 - Construction is currently anticipated for Summer 2027.
- Lowe's will be completing several community service projects at Maple Street Park this fall, including:
 - Replacing boards on park bleachers
 - Painting the large pavilions
- Staff continue to work through park and facility maintenance and capital improvement priorities.

Preschool

- Preschool staffing is in place for the upcoming school year.
- Staff have been preparing classrooms and programming for the start of the new school year.
- EJRP is requesting designated preschool parking spaces at Park Street School to improve parking access for preschool families and staff.
- The parking request is scheduled to go before the City Council on August 26.

Licensed Child Care (Rec Kids, Camps & Summer Programs)

- Summer camp wrapped up another successful season:
 - Average daily attendance – **450**
 - Total children who attended camp during the summer – **722**
- Rec Kids enrollment for the upcoming school year:
 - Average daily enrollment – **429**
 - Total children enrolled – **493**
- Staff are transitioning from summer programming into the 2026–2027 Rec Kids school-year programs.
- Rec Kids programs continue to provide additional support and accommodations for children who need them.
- Licensed Child Care programs are also transitioning to the new Rec Technologies registration system.