Town of Essex
Selectboard & Village Trustees
Phone: (802) 878-1341
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Special Joint Meeting Agenda

Monday, March 28, 2022 – 6:30 PM
81 Main St., Essex Junction, VT 05452

This meeting will be in person and online. Available options to watch or join the meeting:
- **VISIT www.essex.org/zoomjointmeeting** for direct meeting links and options to participate.
- **JOIN ONLINE:** Zoom Meeting ID: 977 0425 9894; Passcode: 456054 or https://zoom.us/j/97704259894?pwd=MFVjMmcrTnZtUkdPWnhZaG1USVFsdz09
- **JOIN CALLING:** (*toll free audio only*): (888) 788-0099 | Meeting ID: 977 0425 9894; Passcode: 456054

1. **CALL TO ORDER** 6:30 PM
2. **AGENDA ADDITIONS/CHANGES**
3. **APPROVE AGENDA**
4. **PUBLIC TO BE HEARD**
   a. Comments from Public on Items Not on Agenda
5. **BUSINESS ITEMS**
   a. *Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction
6. **CONSENT ITEMS**
   a. Approve minutes: February 15, 2022 (Trustees only)
7. **READING FILE**
   a. Board member comments
   b. Vacancy on Housing Commission
   c. Upcoming meeting schedule
8. **EXECUTIVE SESSION**
   a. An executive session may be needed to discuss contracts

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Certification: ______________________ 03/25/2022

TOWN OF ESSEX SELECTBOARD
VILLAGE OF ESSEX JUNCTION TRUSTEES
JOINT MEETING MINUTES
TUESDAY, MARCH 28, 2022

SELECTBOARD: Andy Watts, Chair; Sue Cook; Tracey Delphia; Dawn Hill-Fleury; Patrick Murray

TRUSTEES: Andrew Brown, President; Raj Chawla; Dan Kerin; Amber Thibeault; George Tyler

ADMINISTRATION and STAFF: Greg Duggan, Town Manager; Wendy Hysko, Interim Village Co-Manager; Marguerite Ladd, Deputy Town Manager; Brad Luck, Interim Village Co-Manager

OTHERS PRESENT: Katie Ballard, Gina Halpin Barrett, Casey Carmolli, Kevin Collins, Annie Cooper, Tim Dall, Patty Davis, Erin Dickinson, Christopher Kline, Ethan Lawrence, Bruce Post, Betty Poulin, Angel Segarra, Gabrielle Smith, Harlan Smith, Margaret Smith, Mike Sullivan, Irene Wrenner, Lorraine Zaloom, Sharon Zukowski, Bob, Christopher, Ken

1. CALL TO ORDER
Mr. Watts called the Town of Essex Selectboard to order for the Joint meeting with the Village of Essex Junction Board of Trustees at 6:30 PM.

Mr. Brown called the Village of Essex Junction Board of Trustees to order for the Joint meeting with the Essex Selectboard at 6:30 PM.

2. AGENDA ADDITIONS/CHANGES
Mr. Brown requested the inclusion of materials that were e-mailed to the Boards over the weekend. The Selectboard was amenable since these materials were for Business Item A, and thus did not need to be formally approved as agenda additions.

3. APPROVE AGENDA
None.

4. PUBLIC TO BE HEARD
Ms. Wrenner thanked Ms. Cook for her service on the Selectboard, as tonight is her last meeting.

5. BUSINESS ITEMS
a. Discussion and potential action on tentative agreements about shared services between Town of Essex and independent City of Essex Junction
Mr. Watts said the packet includes the changes that were made at the last Selectboard meeting, as well as the Trustee responses.

Regarding the Clerk/Treasurer Agreement, both Boards agreed on all changes.

Regarding the Shared Financial Services Agreement, Mr. Watts said that the Selectboard wished to note that any plan to end the agreement must include a plan to have Village staff vacate 81 Main Street. The Trustees indicated their willingness to include this.

Regarding the Recreation/Indian Brook/Senior Center/Senior Bus Agreement, Mr. Brown said the Trustees are committed to providing senior services, however the renovations to Lincoln Hall make an agreement difficult as the Center may need to close for a period. As a result, he does not feel like the Trustees can guarantee a space for all senior activities during this time period. Mr. Murray said he does not see a problem with this. Ms. Cook suggested that something about a temporary closure due to construction be included in the document. Mr. Chawla said that construction could be unpredictable, and that he was cautious of overcommitting. Mr. Brown said the Trustees intend to have all of these documents addressed tonight. Mr. Watts said that some changes were made to this document that were very confusing and had not been previously discussed. He said this may need to be discussed at the next Selectboard meeting. Ms. Cook suggested that the Trustees have an opportunity to discuss their changes, take public comment, and then have the Selectboard discuss further in executive session.

Mr. Brown explained that the next change detailed the fact that residents of the City would no longer have equal access to Town facilities after separation, and vice-versa. Mr. Chawla said this was developed to counter challenges about a mid-year separation. The Boards discussed adding verbiage to state that, in the case of Sand Hill Pool access and rentals, that the change will go through on July 1st of the calendar year of separation, all agreed that clarifying language was necessary.

Mr. Brown asked to remove the Clerk/Treasurer Agreement, Finance Agreement, and the Shared Boards/Committees Agreement from the Memorandum of Understanding. This is because he would like to see these agreements not tied to the passage of separation by the legislature. Mr. Watts said the Selectboard agreed about the Shared Boards Agreement. Mr. Brown said it is important to have these agreements regardless of legislative approval and are a result of the discontinuance of shared management. The Selectboard indicated agreement, as these agreements were essentially codifying current practices.

Mr. Watts requested public comment. Ms. Smith said that there was nothing in the agreement stating that the seniors would get the space at 2 Lincoln Street back after renovation and suggested that it be included. Ms. Davis encouraged the Boards to include more documentation ensuring that the Seniors would have all programs available to them during renovation and also said that it is difficult to gain access to meetings. Mr. Duggan said that he would follow up with Ms. Davis to resolve access problems. Ms. Zaloom asked if these agreements would have legal review and asked when their end dates would be and asked if documents would be signed prior to separation approval. Mr. Watts said the documents removed from the MOU need to be addressed regardless of the result of separation, and the Clerk/Treasurer's Agreement is tied to the fiscal year 2023 budget year. Mr. Lawrence said it was previously stated that if the changes to the agreement were not accepted tonight, they would be off the table, and said that he found this to be threatening. Mr. Brown expressed his continuing appreciation for the Selectboard for their work during this process.

The Boards continued their discussion, and decided that the City will discontinue equal access to Sand Hill public pool and all Town facility rentals as of July 1, 2023 and access to Indian Brook through the end of 2023. Mr. Watts said that the Selectboard plans not to sign any agreements until after the legislature approve the new City Charter, but that they would be willing to approve the agreements at this time. Mr. Brown asked the Selectboard to make a motion stating that they would sign the documents following the approval of separation. Mr. Watts said that the Board cannot tie a future Board to a decision. The Boards discussed how the Justices of the Peace would be separated between the communities, and the length of their terms. Mr. Chawla said the Board of Civil Authority was not listed in the original Boards & Committees document, and that if the communities are sharing a Clerk this sharing would be expected to continue. Ms. Delphia said that the Board of Civil Authority are defined by the charter, and thus not subject to a decision or either Board. The Trustees said they wanted to share joint committees through June 30, 2023 and the Selectboard agreed. Mr. Murray said he is eager to approve these documents tonight and stated that most of the changes were relatively minor. Ms. Delphia encouraged the Board to allow the Town attorney to approve the changes prior to approval, and suggested that all be approved pending legal council approval. Ms. Cook concurred.

TRACEY DELPHIA made a motion, seconded by PATRICK MURRAY, that the Selectboard approve the tentative agreements for Clerk/Treasurer; Finance; Recreation, Indian Brook, Senior Center and Senior Bus and the amended MOU agreement, pending legal review. Motion passed 5-0.

RAJ CHAWLA made a motion, seconded by DAN KERIN, that the Trustees approve the tentative agreements for Clerk/Treasurer; Finance; Recreation, Indian Brook, Senior Center and Senior Bus and the amended MOU agreement. Motion passed 5-0.

6. CONSENT AGENDA

RAJ CHAWLA made a motion, seconded by DAN KERIN to approve the Consent Agenda. Motion passed 5-0.

a. Approve minutes: February 15, 2022 (Trustees only)

7. READING FILE

a. Board member comments: Mr. Brown said that tonight is Mr. Murray and Ms. Cook's last meeting and thanked them for their service. Ms. Delphia said that dog licenses are due on Friday. Ms. Hill-Fleury said that the BCA needs assistance with ballots. Mr. Murray and Ms. Cook both said that it was an honor to serve on the Selectboard. Mr. Watts also thanked Ms. Cook and Mr. Murray for their service and said that the next meeting will be the Board's organizational meeting.

b. Vacancy on Housing Commission

c. Upcoming meeting schedule

8. ADJOURN

DAWN HILL-FLEURY made a motion, seconded by SUE COOK, for the Selectboard to adjourn. Motion passed 4-1 at 8:08 PM, with PATRICK MURRAY dissenting.

DAN KERIN made a motion, seconded by RAJ CHAWLA for the Trustees to adjourn. Motion passed 5-0 at 8:08 PM.

Respectfully Submitted,
Darby Mayville
Recording Secretary

Approved this 18th day of April, 2022
(See minutes of this day for corrections, if any)

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Ethan Lawrence, Selectboard Clerk