



VILLAGE OF ESSEX JUNCTION  
TRUSTEES  
SPECIAL MEETING AGENDA

Online  
Essex Junction, VT 05452  
Tuesday, February 17, 2021  
6:30 PM

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Due to the Covid-19 pandemic, **this meeting will be held remotely**. Available options to watch or join the meeting:

- **WATCH:** the meeting will be live-streamed on [Town Meeting TV](#).
- **JOIN ONLINE:** [Join Microsoft Teams Meeting](#). Depending on your browser, you may need to call in for audio (below).
- **JOIN CALLING:** Join via conference call (*audio only*): (802) 377-3784 | Conference ID: 844 598 304#
- **PROVIDE FULL NAME:** For minutes, please provide your full name whenever prompted.
- **CHAT DURING MEETING:** Please use "Chat" to request to speak, only. **Please do not use for comments.**
- **RAISE YOUR HAND:** Click on the hand in Teams to speak or use the "Chat" feature to request to speak.
- **MUTE YOUR MIC:** When not speaking, please mute your microphone on your computer/phone.

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. \*Discuss the evaluation of a public official
6. **EXECUTIVE SESSION**
  - a. \*An executive session is anticipated to discuss the evaluation of a public official
7. **ADJOURN**

*This agenda is available in alternative formats upon request. Meetings of the Trustees, like all programs and activities of the Village of Essex Junction, are accessible to people with disabilities. For information on accessibility or this agenda, call the Unified Manager's office at 878-6951.*

Certification: 2/12/2021 \_\_\_\_\_  
Date Posted Initials

**Memorandum**

**To:** Board of Trustees; Evan Teich, Unified Manager  
**Cc:** Travis Sabataseo, HR Director  
**From:** Greg Duggan, Deputy Manager  
**Re:** Executive Session for evaluation of public official  
**Date:** February 10, 2021

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**Issue**

The issue is whether the Trustees will enter into executive session to discuss the evaluation of a public official.

**Discussion**

In order to have a complete and thorough discussion, it would appear that an executive session may be necessary. The evaluation of a public official can be a protected discussion.

**Cost**

N/A

**Recommendation**

If the Village Trustees wish to enter executive session, the following motion is recommended:

“I move that the Village Trustees enter into executive session to discuss the evaluation of a public official in accordance with 1 V.S.A. Section 313(a)(3), to include the HR Director.”