

**SELECTBOARD  
(DRAFT)**

**TOWN OF ESSEX SELECTBOARD  
DRAFT REGULAR MEETING MINUTES  
MONDAY, MARCH 21, 2022**

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

**ADMINISTRATION and STAFF:** Greg Duggan, Town Manager; Marguerite Ladd, Deputy Manager; Ally Vile, Recreation Director

**OTHERS PRESENT:** Lisa Allen, Andrew Brown, Raj Chawla, Kevin Collins, Annie Cooper, Erin Dickinson, Gina Halpin Barrett, Ethan Lawrence, Toni Morgan, Bill Nourse, Michael Peterson, Mary Post, Roseanna Prestipino, Adam Randolph, Angel Segarra, Ken Signorello, Gillian Smith, Harlan Smith, Margaret Smith, Chaya Thanhauser, Neil Villeneuve, Ann Wadsworth, Irene Wrenner, Lorraine Zaloom, Sharon Zukowski, Annie, Bob, Ryan

**1. CALL TO ORDER**

Mr. Watts called the Town of Essex Selectboard to order at 6:30 PM.

**2. AGENDA ADDITIONS/CHANGES**

Mr. Duggan said that staff wishes to provide an update on the status of the Tree Farm management during Executive Session.

**3. APPROVE AGENDA**

**DAWN HILL-FLEURY made a motion, seconded by SUE COOK to accept the agenda as amended. Motion passed 5-0.**

**4. PUBLIC TO BE HEARD**

Mr. Peterson said that the new factory Glavel has been operating at all hours of the night, is very loud, and is emitting a very plastic strong smell. He expressed concerns about the discharge from the factory damaging the quality of his well water. Mr. Duggan suggested a meeting with the CEO of Glavel to attempt to work the problem out. Mr. Peterson expressed a desire to have a member of the Selectboard at this meeting to look out for the interests of the town, Mr. Murray said that this would not be necessary as Mr. Duggan would be doing so. Mr. Murray encouraged members of the public to start with a meeting with the Town Manager and the Glavel CEO before taking more drastic measures. Mr. Duggan said that Glavel appears to be open to have conversations with neighbors. Mr. Duggan said that Glavel was approved to have 24/7 operations under their state permit. Mr. Peterson's concerns were echoed by Mr. Bilodeau, Mr. Norris, Ms. Wrenner, Mr. Chawla, Ms. Smith, Ms. Thanhau, Ms. Zaloom, Ms. Zukowski, Mr. Randolph, and Ms. Halpin Barrett. In addition, Ms. Wrenner said that the current Resource Preservation/Industrial district has been eroded. Mr. Chawla expressed concerns with people openly drinking in Pearl Street Park, including in the playground area. Ms. Zaloom expressed concern regarding the number of waivers the Planning Commission has been approving. Ms. Halpin Barrett expressed a desire for the Planning Commission to take more consideration of the impact that industrial neighbors have on the community.

**5. BUSINESS ITEMS**

**a. Discussion and potential action on tentative agreements about shared services between Town of Essex and Independent City of Essex Junction**

Regarding the Clerk/Treasurer Agreement, Mr. Watts said that both boards have agreed on a timeline to when the shared clerk services would end. The Finance agreement has been edited to say that Village

50 finance employees may move out of the 81 Main Street location prior to the end of the agreement, should  
51 it be desired by either community. Ms. Cook asked if it was seen as optimal for the two finance  
52 departments to be collocated. Mr. Duggan said that the two departments feel that remote work has  
53 enabled them to work out of two different spaces. Mr. Watts said that the two Boards could discuss their  
54 comfort level with having a concrete end date of when the two departments will cease to co-locate. Ms.  
55 Delphia and Mr. Murray expressed concern about setting a date and said that this would be handled  
56 between the two municipal managers. Ms. Cook expressed concern about Village employees utilizing  
57 needed office space at 81 Main Street. The Board had no comments on the Finance Agreement.  
58 Regarding the Recreation & Indian Brook Agreement, Mr. Watts said that there will be at least a  
59 temporary need to relocate the Senior Center for renovations. He said that it would be helpful to put  
60 something in the agreement to note this, Ms. Cook suggested the term “adequate and appropriate space.”  
61 Ms. Delphia suggested the term “comparable space.” Mr. Watts said that Village residents will no longer  
62 have access to Indian Brook the next calendar year after separation is complete. Mr. Watts suggested  
63 removing the exhibit that detailed the shared committees from this document. Ms. Cook said that it would  
64 be helpful to hear from the Housing Committee, as this is the only shared Board that had not had the  
65 opportunity to weigh in. Mr. Watts said that the Trustees hope to have all these documents completed by  
66 next Monday. Ms. Delphia indicated that it would be better for the Selectboard not to sign anything until  
67 the legislature approves separation, Mr. Watts said that it would be tentatively approved, and the rest of  
68 the Board concurred.

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70 In public comment, Ms. Post encouraged the Board not to sign any documents until after the legislature  
71 has approved separation. Mr. Lawrence said that the Town has funded the space for the shared municipal  
72 employees at 81 Main Street, and that the Village should return the favor by funding the Senior Center  
73 space to be occupied by a Town employee.

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75 **6. CONSENT AGENDA**

76 **DAWN HILL-FLEURY made a motion, seconded by TRACEY DELPHIA, to approve the Consent**  
77 **Agenda.**

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79 In discussion, Ms. Cook asked if training on how to use the Help Desk was still being provided for  
80 Selectboard members. Mr. Duggan said that it would be provided if needed.

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82 **Friendly amendment by DAWN HILL-FLEURY, seconded by TRACEY DELPHIA to include help**  
83 **desk training, if needed in the Selectboard Computer Use Policy. Amended motion passed 5-0.**

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85 **a. Consider approval of liquor license renewals**

86 **b. Consider approval of revisions to Selectboard Computer Use Policy**

87 **c. Approve minutes: March 7, 2022**

88 **d. Approve check warrants: #17958 - 03/04/2022; #17960 - 03/14/2022; #17962 - 03/18/2022**

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90 **7. READING FILE**

91 **a. Board member comments:** Ms. Hill-Fleury asked if joint meeting dates would be finalized after  
92 reorganization, Mr. Watts answered affirmatively. Mr. Watts said that the start time of the Selectboard  
93 meetings may be changed when the new members begin. The Selectboard may also change their meeting  
94 day of the week after separation.

95 **b. Upcoming meeting schedule**

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**8. EXECUTIVE SESSION**

**a. An executive session was requested to discuss contracts**

**SUE COOK made a motion, seconded by TRACEY DELPHIA that the Selectboard make the specific finding that general public knowledge of contracts would place the Town at a substantial disadvantage. Motion passed 5-0.**

**SUE COOK made a motion, seconded by DAWN HILL-FLEURY that the Selectboard enter into executive session to discuss contracts, pursuant to 1 V.S.A. § 313(a)(1)(A) to include the Town Manager, Deputy Manager, and Recreation Director. Motion passed 5-0.**

**PATRICK MURRAY made a motion, seconded by DAWN HILL-FLEURY, to exit executive session. Motion passed 5-0.**

**9. ADJOURN**

**DAWN HILL-FLEURY made a motion, seconded by PATRICK MURRAY, for the Selectboard to adjourn. Motion passed 5-0 at 8:14 PM.**

Respectfully Submitted,  
Darby Mayville  
Recording Secretary