2011
ANNUAL REPORT
of the
VILLAGE OF ESSEX JUNCTION, VT

Block Party & Street Dance
7/23/11

Five Corners Farmers Market

Cover Picture: Ten Year Anniversary Commemoration 9/11/11

118th ANNUAL REPORT of the VILLAGE OF ESSEX JUNCTION VERMONT

Fiscal Year July 1, 2010 - June 30, 2011

PUBLIC MEETINGS

Reasonable accommodations will be provided, upon request to the Village Office, to assure that Village meetings are accessible to all individuals regardless of disability.

Board of Trustees	2nd and 4th Tuesdays at 6:30 PM - Lincoln Hall
Library Trustees	3rd Tuesday at 7 PM - Brownell Library
Planning Commission	1st and 3rd Thursdays at 6:00 PM - Lincoln Hall
Zoning Board	3rd Tuesday at 6:00 PM - Lincoln Hall

ANNUAL MEETING

The Annual Village Meeting will be held on Wednesday, April 4, 2012 at 7:00 PM in the auditorium of the Essex Community Educational Center. Voting by Australian ballot will be held on Tuesday, April 10, 2012 from 7 AM to 7 PM in the Essex Community Educational Center gymnasium.

TABLE OF CONTENTS

Annual Meeting Explained 6
Annual Meeting Minutes 36
Appointed Committees 12
Auditor's Report 41
Budgets: Administration Expenditures 61
Brownell Library Expenditures 62
Economic Development Expenditures 63
Enterprise Funds 68-69
Fire Department Expenditures 65
General Fund Capital Fund 66
General Fund Revenues 60
General Fund Expenditures 60
Grants and Other Unanticipated Expenditures 65
Lincoln Hall Expenditures 62
Planning Department Expenditures 63
Rolling Stock Fund 67
Street Department Expenditures 64
Transfers and Misc. Expenditures 61
Dedication 3
Delinquent Taxes Summary (Village Treasurer's Report) 34
Elected and Appointed Officials 11
Employee Appreciation 4
General Information 9
Glossary of Budget Terms 53
Graphs 55-59,68
Reports: Board of Trustees 13-17
Brownell Library 31
Clerk (Elections)/Treasurer 34-35
Community Organizations 18-23
Fire Department 28
Management's Discussion and Analysis 42-52
Planning Department/Planning Commission 25
Public Works Department 24
Senior Center 33
Water Quality 29
State Information 10
Telephone Directory 73
Village Map 70-71
Village Streets 72
Warning, Annual Meeting 5

DEDICATION

Rene L. Blanchard

The Village Trustees are gratefully dedicating the 2011 Annual Report to Rene Blanchard, who passed away on November 29, 2011.

Rene always showed great interest in local and state government and had an even stronger desire to serve the public. Rene served on the Board of Trustees for 12 years and was a Legislative Representative from 1995 to 2000. While in the Legislature, he was a strong advocate for education reform.

Rene's valuable insights, positive attitude and sincere friendliness made him a pleasure to work with and a popular member of this community.

Rene will be greatly missed and Essex Junction will always be grateful for his many contributions.

The Village Trustees are very appreciative of all of our employees who serve the Village of Essex Junction with dedication and commitment to "the Village way", which is exceptional service to our residents demonstrated in a responsive and professional manner.

There are a number of Village employees who have been with us for many years and we wish to acknowledge the people who have ten years or more of service:

Name	Department	Years of Service
Nellie Zansler	Brownell Library	10
Paul Douglass	Wastewater Treatment Facility	11
Michael Hunter	Public Works	14
Robert Wells	Public Works	14
Teresa Hass	Planning/Zoning	14
Larry St. Peter	Public Works	15
Wendy Johnson	Brownell Library	16
Mary Graf	Brownell Library	19
*Lauren Morrisseau	Finance	19
Susan Pierce	Brownell Library	21
Michael Howrigan	Public Works	22
*James Jutras	Wastewater Treatment Facility	22
*Rick Jones	Public Works	23
Joyce Stannard	Wastewater Treatment Facility	26
*Penelope Pillsbury	Brownell Library	26
*Susan McNamara-Hill	Clerk	27
Howard Kimball	Wastewater Treatment Facility	28
Bernard Fleury	Wastewater Treatment Facility	33

*Department Head

WARNING
VILLAGE OF ESSEX JUNCTION ANNUAL MEETING
APRIL 4 & 10, 2012

The legal voters of the Village of Essex Junction are hereby notified and warned to meet at the Essex Community Educational Center on Educational Drive in the Village of Essex Junction on Wednesday, April 4, 2012 at 7:00 PM to act upon any of the following articles not involving voting by Australian ballot, said meeting to be adjourned to reconvene at the Essex Community Educational Center, on Tuesday, April 10, 2012 to vote for Village officers and transact any business involving voting by Australian ballot, said voting by Australian ballot to begin at 7 AM and close at 7PM.

ARTICLE 1. Shall the voters act upon the report of the auditor?

ARTICLE 2. Shall the voters approve an annual General Fund Budget in the amount of $3,256,340 for fiscal year July 1, 2012 to June 30, 2013, $2,666,989 of which is to be levied in taxes against the Village Grand List?

ARTICLE 3. Shall the Village authorize the transfer of all funds above $100,000 in the Land Acquisition Fund, estimated to be approximately $320,000, to the Capital Program Fund?

ARTICLE 4. Shall the Village authorize the Trustees to use up to $25,000 of the remaining balance of the Land Acquisition Fund for the purchase of property?

ARTICLE 5. Shall the voters approve holding the 2013 Annual Meeting on Wednesday, April 3, 2013 to act upon any articles not involving voting by Australian ballot and to reconvene on Tuesday, April 9, 2013 to vote for the Village officers and transact any business involving voting by Australian ballot?

ARTICLE 6. To transact any other business that may lawfully come before the meeting?

- Presentations about the Crescent Connector project, the Heart and Soul program, and the Amtrak station upgrade process are expected.
- A question about whether to request the Vermont Legislature to release health care finance data in September 2012 is expected.

BALLOT QUESTIONS

ARTICLE 7. To elect Village officers required by law including: Moderator (one year term); two Village Trustees (three year terms); one Library Trustees (five year term)?

Dated this 28th day of February, 2012

VILLAGE OF ESSEX JUNCTION

By: George A. Tyler, Village President
John J. Lajza, Trustee
Lori A. Houghton, Trustee
Mary L. Morris, Trustee

ATTEST:
Susan McNamara-Hill, Village Clerk

Village Annual Meeting Explained!

By Village Moderator Steve Eustis

Village Annual Meeting is a great time to meet neighbors and friends, learn more about how Village government works, and make decisions on how money will be spent in next year. During our annual meeting, like other towns in Vermont, the assembled citizens become an official legislative body and write "laws" for their community. While this is empowering, it can also be intimidating, so a break down of the evening in everyday language:

Pre-meeting dinner:

At 6 PM in the high school cafeteria a community supper is held. This is a good opportunity to get to know your fellow villagers better, and for a great price - free! Bring a dessert to share and relax. You can also leave your kids here when the meeting starts: free child care will be provided.

Meeting beginning:

The official meeting starts at 7 PM in the auditorium. All of the elected and appointed Village officials will be introduced and we say the "Pledge of Allegiance" and sing the "Star Spangled Banner." Arrive a few minutes before 7 PM to get checked in.

Article 1 - Report of the auditor:

The report of the auditor is a bound report regarding the audit of FY11, which can be viewed on the website (www.essexjunction.org) before the meeting or at the meeting itself. This is the time in the meeting to ask questions about any of that information.

Article 2 - General Fund Budget:

This is the most important part of the meeting - approving how much the Village can spend next year and levy in taxes. Next year's budget (FY13) is included in the Annual Report. Some people just want to ask questions or comment about an item or two. Other people want to increase or decrease the budget itself. If someone wants to amend the budget we will all discuss the pros and cons and vote on the amendment proposal. Once we have voted on all amendments, we'll vote on the total amount.

Article 3 - Transfer of funds:

This year the Trustees would like to transfer approximately $320,000 from the Land Acquisition Fund to the Capital Program Fund. This is to cover the cost of sidewalk and road repairs. This is the time to talk about this particular transfer. After we have discussed it, we'll vote on whether to approve the transfer.

Article 4 - Use of Land Acquisition Fund balance: This article asks whether we want to allow the Trustees to use up to $25,000 of the Land Acquisition Fund (after the transfer we will have just voted on) to purchase land that might become available and would benefit the Village.

Article 5 - 2013 meeting date:
This is a simple matter of setting the date for next year's Village meeting.

Article 6 - Other business:
This is the time when a citizen can discuss any item on their minds involving the Village. While we can't make "laws" during this time since new ideas must be announced ahead of time or "warned," sometimes non-binding votes are taken. This is a great time to give the Trustees direction on a particular issue. Sometimes people discuss ways to pursue a common interest, such as when we were trying to get a grocery store to locate in the Village before Mac's Market came.

Article 7 - Ballot questions:
After Article 6, the meeting is adjourned until the day when citizens come back to elect candidates running for various Village positions. Polls are open from 7 AM to 7 PM at the high school.

The Formalities of the Village Annual Meeting

Making a motion:
Before we can discuss a warned article (1 through 6), a villager needs to make a motion to accept the article. Once another person agrees, or "seconds," then discussion can begin. This process is followed anytime someone wants to amend the article currently under discussion. During Article 6, a motion can be made to make a non-binding vote as well. If you are unsure about technical wording of a motion you want to make, just let the moderator know and they'll help you use the proper language. Their job is to help the people transact their business in an official way.

Voting:
There are three types of voting during the meeting. We use voice voting to start. When it is time to vote, the moderator asks for those in favor to say "aye" and those against to say "nay." Usually the moderator can tell which side has more votes. If it is too close to call, or if someone in the crowd wants to know the exact vote, we can "call for a division," which means a standing vote. First, those in favor stand and are counted and then all those opposed are counted. If a sensitive issue is voted on, only 7 voters are needed to call for a paper ballot (by state law). With a paper ballot,

everyone is handed one piece of paper to write their choice, for or against, and they place it in the ballot box to be counted. In this way no one knows how you voted, and only takes 15 minutes or so for our size meetings.

Staying on topic:

Each person's remarks need to be germane to the article or amendment being discussed. If someone starts to stray, the moderator will gently remind them to get back on topic.

Ending debate:

Sometimes a discussion can drag on and no new information is being presented. A citizen who is talking is allowed to "call the question," which means cut off the debate on the item being discussed. If this is done, we'll take a quick vote and if the assemblage agrees, debate will end and we'll proceed to a vote on the motion being debated (article or amendment).

Closing thoughts

Village Annual Meeting should be a good experience for all. We may have different opinions on the topics to be discussed, but we need to respect each other's viewpoints. Debate before a vote is a great way to become educated on a subject and hear different sides of the issue. It is the moderator's job to get people talking when it is quiet, and to calm down the crowd when the discussion gets heated or drags on. The most important thing is you! Without Village voters coming to the meeting we can't transact any business. Please come on down for an evening with fellow villagers and help us do the Village business together!

GENERAL INFORMATION

Date of Incorporation..... November 15, 1892

Total area ..... 4.6 square miles

Elevation above mean sea level:
Maximum (south of Main Street near the Village line)... 440 feet
Minimum (Winooski River at the Village line) ..... 195 feet

County..... Chittenden

Number of registered voters (as of 4/6/11)..... 7,098

Population (2010 Census) 9,271

Grand List (2011)..... $10,339,888

Tax Rate (FY'12) $1.9805

Water, Sewer and Sanitation Rates (FY'12):
Water..... $0.02564 per cubic foot with 1,500 c.f. minimum
Sewer..... $0.02174 per cubic foot with 1,500 c.f. minimum
Sanitation ..... $0.01446 per cubic foot with 1,500 c.f. minimum

Village Offices are located at 2 Lincoln Street
Office hours: 8 A.M. to 4:30 P.M. Monday through Friday
Phone: 878-6944
FAX: 878-6946
E-mail: admin@essexjunction.org
Website: www.essexjunction.org

There is a drop box located to the right of the "parking lot" entrance for persons wishing to pay bills when the Village Offices are closed.